

Anastasia Mosquito Control District

of St. Johns County

www.amcdsjc.org



District Board Meeting

September 14, 2023

Thursday at

5:00 P.M



ANASTASIA MOSQUITO CONTROL DISTRICT ST. JOHNS COUNTY

PROPOSED AGENDA

Thursday, September 14, 2023
5:00 P.M.

Invocation and Pledge: *Commissioner*

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

Consent Items: APPROVAL OF:

1. Chemical inventory
2. Minutes of August 17th Board meeting
3. No November 9th Board Meeting Due to the FMCA Meeting
4. Mr. Weaver gives a presentation about AMCD Disease Vector Education Center at Georgia Mosquito Control Association, October 18th-20th, 2023
5. Count Dr. Xue working hours to give presentations about ATSB at 8th IFSCMVD, Beijing, October 23rd-27th, 2023 and Asian-Pacific Mosquitoes and Vector Control, Thailand, November 27th-30th, 2023.
6. Cintas Uniform Contract Renewal

Unfinished Business:

1. Discussion and Approval of Fleet/Liability and Workers Compensation Insurance ~ Mr. Matt Baker (15 min)
2. Discussion and Approval of Staff Recommendation's Agent of Record for Health, Life, and Dental Insurance ~ Dr. Rui-De Xue (10 min)
3. Financial Report and Budget Amendment ~ Mr. Scott Hanna, C.F.O. (10 min)

New Business:

1. Report about the District Attorney Applicator's Rank by Board Members and Call the Top Three to be Interviewed by the Board (if not done on September 14th, 2023, it will be a Special Meeting after the Final Public Hearing on September 28th, 2023 at 5:30pm) ~ Mr. Richard Weaver and Mr. Wayne Flowers (30 min)

Reports

1. Director
2. Attorney

Commissioner Comments:

Attachments: FOR INFORMATION PURPOSES ONLY

Consents

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

MONTH OF JULY 2023

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
BSP	EA.	22,215.00			22,215.00	3485.00	18,730.00	18,730.00
R	LBS.	1,590.00			1,590.00	28.00	1,562.00	1,562.00
RG	LBS.	24,435.00			24,435.00	2280.00	22,155.00	22,155.00
RT	GALS.	82.48			82.48	54.88	27.60	27.60
20-20	GALS.	284.30			284.30	22.72	261.58	261.05
R (Doughnuts)	EA.	4,800.00			4,800.00	154.00	4,646.00	4,646.00
R	GALS.	125.86			125.86	4.15	121.71	121.71
MIST TWO	GALS.	419.75			419.75	52.50	367.25	368.00
T	GALS.	331.50			331.50	99.75	231.75	230.25
LET	GALS.	1,260.00			1,260.00	90.00	1,170.00	1,170.00
LET	EA.	8,620.00			8,620.00	100.00	8,520.00	8,520.00
LET	LBS.	0.00			0.00	0.00	0.00	0.00
RG	LBS.	7,330.00			7,330.00	280.00	7,050.00	7,050.00
12AS	GALS.	110.78			110.78	1.23	109.55	109.53
G	GALS.	200.00			200.00	3.38	196.63	196.63
G	LBS.	6,000.00			6,000.00	1200.00	4,800.00	4,800.00
G	GALS.	2,611.00			5,422.00	2286.68	3,135.32	3,109.00
G	GALS.	2,129.00			2,129.00	328.73	1,800.27	1,807.00
TOTALS		82,544.67	2811.00	0.00	85,355.67	10,471.02	74,884.65	74,863.77

BY: 
BY: 
BY: 

DATE: 8/3/2023
DATE: 8/4/23
DATE: 8/4/23

BASE=	74,863.77
Total	74,863.77

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
CHEMICAL & FUEL INVENTORY
VALUE
MONTH OF JULY 2023

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. 18,730.00	\$0.8800	\$16,482.40	12/16/21	VESERIS
ALTOSID WSP	EA. 0.00	\$0.0000	\$0.00		VESERIS
ALTOSID XR	LBS. 682.00	\$3.42	\$2,332.24	10/30/20	VESERIS
ALTOSID XR	LBS. 880.00	\$3.45	\$3,036.00	12/16/21	VESERIS
ALTOSID XRG	LBS. 6,155.00	\$9.0400	\$55,641.20	12/16/21	VESERIS
ALTOSID XRG	LBS. 16,000.00	\$9.7700	\$156,320.00	6/12/23	VESERIS
AQUABAC XT	GALS. 27.60	\$35.0000	\$966.00	1/31/22	VESERIS
AQUABAC XT	GALS. 0.00	\$0.0000	\$0.00		VESERIS
AQUALUER 20-20	GALS. 41.05	\$121.5400	\$4,989.22	5/10/21	ALLPRO
AQUALUER 20-20	GALS. 220.00	\$121.5400	\$26,738.80	8/9/22	ALLPRO
B. t. i. DUNKS (Doughnuts)	EA. 2,546.00	\$1.0510	\$2,675.85	9/1/22	TARGET
B. t. i. DUNKS (Doughnuts)	EA. 2,100.00	\$1.0100	\$2,121.00	4/5/23	TARGET
COCO BEAR	GALS. 11.71	\$20.4800	\$239.82	7/16/18	CLARKE
COCO BEAR	GALS. 110.00	\$28.4100	\$3,125.10	6/13/22	CLARKE
DUET	GALS. 93.00	\$214.7300	\$19,965.89	8/24/21	CLARKE
DUET	GALS. 165.00	\$223.5300	\$36,882.45	12/6/22	CLARKE
DUET	GALS. 110.00	\$232.7600	\$25,603.60	3/31, 2023	CLARKE
MOSQUITOMIST TWO	GALS. 120.25	\$95.7700	\$11,516.34	12/6/22	CLARKE
MOSQUITOMIST TWO	GALS. 110.00	\$95.7700	\$10,534.70	1/4/23	CLARKE
MOSQUITOMIST TWO	GALS. 0.00	\$111.7300	\$0.00	3/31/23	CLARKE
NALED	GALS. 30.00	\$214.7300	\$6,441.90	8/24/21	ADAPCO
NALED	GALS. 390.00	\$2.0000	\$780.00	10/19/21	Oseola Co.
NALED	GALS. 750.00	\$264.2900	\$198,217.50	4/7/23	AZELIS
NATURAL DT	EA. 8,520.00	\$0.4168	\$3,551.14	9/9/16	CLARKE
STRIKE PELLETS	LBS. 0.00	\$184.1500	\$0.00		ADAPCO
SUSTAIN MIBG	LBS. 7,050.00	\$7.1000	\$50,055.00	7/12/22	ALLPRO
TALSTAR P	GALS. 69.53	\$63.6400	\$4,424.89	9/13/22	VESERIS
TALSTAR P	GALS. 40.00	\$63.0000	\$2,520.00	5/11/23	VESERIS
VECTOBAC 12AS	GALS. 196.63	\$37.5000	\$7,373.63	4/25/23	AZELIS
VECTOBAC G	LBS. 4,800.00	\$1.7500	\$8,400.00	4/25/23	AZELIS
GASOLINE	GALS. 298.00	\$3.0485	\$908.45	6/16/23	L. V. HERS
GASOLINE	GALS. 2,811.00	\$3.2495	\$9,134.34	7/24/23	L. V. HERS
JET A	GALS. 1,807.00	\$3.9200	\$7,083.44	9/28/22	Avfuel
JET A	GALS. 0.00	\$0.0000	\$0.00		Avfuel
TOTAL	74,863.77	\$2,177.80	\$678,064.89		

Subtract Green first

PREPARED BY: [Signature] DATE: 8/3/23

COST FIGURES REVIEWED BY: [Signature] DATE: 8/14/23
REVIEWED BY: [Signature] DATE: 8/14/23

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

CHEMICAL & FUEL INVENTORY

MONTH OF JULY 2023

RIVE
DENA OLIVA

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
ESP	EA. 22,215.00				22,215.00	3485.00	18,730.00	18,730.00
1	LBS. 1,590.00				1,590.00	28.00	1,562.00	1,562.00
1G	LBS. 24,435.00				24,435.00	2280.00	22,155.00	22,155.00
20-20	GALS. 82.48				82.48	54.88	27.60	27.60
S (Doughnuts)	GALS. 284.30				284.30	22.72	261.58	261.05
	EA. 4,800.00				4,800.00	154.00	4,646.00	4,646.00
	GALS. 125.86				125.86	4.15	121.71	121.71
	GALS. 419.75				419.75	52.50	367.25	368.00
MIST TWO	GALS. 331.50				331.50	99.75	231.75	230.25
	GALS. 1,260.00				1,260.00	90.00	1,170.00	1,170.00
T	EA. 8,620.00				8,620.00	100.00	8,520.00	8,520.00
LETS	LBS. 0.00				0.00	0.00	0.00	0.00
8G	LBS. 7,330.00				7,330.00	280.00	7,050.00	7,050.00
	GALS. 110.78				110.78	1.23	109.55	109.53
12AS	GALS. 200.00				200.00	3.38	196.63	196.63
G	LBS. 6,000.00				6,000.00	1200.00	4,800.00	4,800.00
	GALS. 2,611.00	2,811.00			5,422.00	2286.68	3,135.32	3,109.00
	GALS. 2,129.00				2,129.00	328.73	1,800.27	1,807.00
TOTALS	82,544.67	2811.00	0.00	0.00	85,355.67	10,471.02	74,884.65	74,863.77

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY **CHEMICAL & FUEL INVENTORY** **July 2023**

a Oliva

DESCRIPTION (gals. or ea.)	BEGINNING PHYSICAL COUNT	AMOUNT PURCHASED	TRANSFER IN	TRANSFER OUT	AMOUNT AVAILABLE	AMOUNT USED	ENDING "BOOK" BALANCE	PHYSICAL COUNT	OV (UN
EA.	22,215.00				22,215.00	3,485.00	18,730.00	18,730.00	
EA.	1,590.00				1,590.00	28.00	1,562.00	1,562.00	
LBS.	24,435.00				24,435.00	2,280.00	22,155.00	22,155.00	
GALS.	82.48				82.48	54.88	27.60	27.60	
GALS.	284.30				284.30	22.72	261.58	261.05	
EA.	4,800.00				4,800.00	154.00	4,646.00	4,646.00	
GALS.	125.86				125.86	4.15	121.71	121.71	
GALS.	419.75				419.75	52.50	367.25	368.00	
GALS.	331.50				331.50	99.75	231.75	230.25	
GALS.	1,260.00				1,260.00	90.00	1,170.00	1,170.00	
EA.	8,620.00				8,620.00	100.00	8,520.00	8,520.00	
LBS.					0.00	0.00	0.00		
LBS.	7,330.00				7,330.00	280.00	7,050.00	7,050.00	
GALS.	110.78				110.78	1.23	109.55	109.53	
GALS.	200.00				200.00	3.38	196.63	196.63	
LBS.	6,000.00				6,000.00	1,200.00	4,800.00	4,800.00	
GALS.	2,611.00	2,811.00			5,422.00	2,286.68	3,135.32	3,109.00	
GALS.	2,129.00				2,129.00	328.73	1,800.27	1,807.00	
TOTALS	82,544.67	2,811.00	0.00	0.00	85,355.67	10,471.02	74,884.65	74,884.65	

Treatment Summary

From Date : 07-01-2023

To Date : 07-31-2023

Zone : All

Material : All

Task : All

Printed on 2023-08-01 09:41:17 EST

Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	3485 ea	10.8 acre	322.68 ea / acre	28 times
Altosid XR	28 ea	0.06 acre	435.54 ea / acre	5 times
Altosid XRG	1320 lb	220 acre	6 lb / acre	13 times
Altosid XRG Air	960 lb	96 acre	10 lb / acre	2 times
Aquabac XT	7025 fl oz	437.06 acre	16.07 fl oz / acre	79 times
Aqualure 20-20 1:5	2908.5 fl oz	11258.7 acre	0.26 fl oz / acre	22 times
B.t.i. Briquets	154 ea	0.35 acre	435.54 ea / acre	4 times
Cocobear	531 fl oz	1.38 acre	384.02 fl oz / acre	15 times
Dibrom Concentrate	11520 fl oz	19199.99 acre	0.6 fl oz / acre	4 times
Duet 50%	6720 fl oz	4280.25 acre	1.57 fl oz / acre	12 times
Mosquitomist Two	12768 fl oz	19345.45 acre	0.66 fl oz / acre	24 times
Natular DT	100 ea	0.01 acre	6666.67 ea / acre	3 times
Sustain MBG	280 lb	37.32 acre	7.5 lb / acre	10 times
Talstar P	1.23 gal	3.7 acre	0.33 gal / acre	11 times
VectoBac 12AS	432 fl oz	27 acre	16 fl oz / acre	3 times
VectoBac G Air	1200 lb	120 acre	10 lb / acre	1 times

AMCD

Product Totals For Sites

Date Range From : 07/01/2023 12:00:00AM To : 07/31/2023 11:59:59PM

Pump - Hose			Transactions	Total Quantity
<hr/>				
Product :	01	Unleaded		
Site Id :	003	Anasatisia Moquito Control		
<hr/>				
01-1				
			192	2286.678
Totals For Site :			192	2286.678
Totals For Product :			192	2286.678
<hr/>				
Product :	02	Jet-A		
Site Id :	003	Anasatisia Moquito Control		
<hr/>				
02-1				
			19	328.730
Totals For Site :			19	328.730
Totals For Product :			19	328.730

July 2023 Mileage (2)

NAME	VEHICLE	MILEAGE
Ford Tractor	686	1,421
ATV Surplus 22/23	934	898
Backhoe	1018	871
ATV	1109	589
TF Truck	1132	79,813
Fog MM2	1133	90,685
TF Truck	1173	89,000
Fog MM2	1195	96,188
Service Surplus 22/23	1196	0
Surveillance	1197	80,824
Service	1198	80,937
Fog MM2	1199	60,937
Fog MM2	1200	82,642
Service	1201	78,486
Service	1202	46,793
Service	1203	77,079
Gator	1223	749
ATV Surplus 22/23	1273	0
TF Truck	1342	110,720
Buffalo T	1343	88,337
Polaris 4 Wheeler	1366	4
ATV	1367	93
Surveillance (Air Boat)	1410	122,759
Air Boat	1422	185
Blackwelder	1425	77,385
Service	1426	103,226
James Stokley	1462	70,912
S Dual Duty	1463	81,263
Ford Explorer	1479	68,640
Ken Daniel	1484	69,471
S Dual Duty	1485	69,109
Willis Owings	1493	62,596
Diamond Hackney	1494	65,858
Fork Lift	1536	250
Holly Usina	1544	75,058
Phil Vaughn	1546	62,485
Kyle Arber	1548	50,863
Cathy Hendricks	1550	73,310
Kyle Graham	1611	21,680
Jeremy Wohlforth	1613	31,107
Ruide Xue	1615	23,268
Service Expedition	1630	12,526
Jerry Iser	1633	17,188
Gator	1666	230
Pending Dual Duty	1692	6,290
Maverick	1708	15,118
ATV	1718	13
ATV	1719	57
ATV	1734	12
ATV	1735	6

AMCD

Product Totals For Sites

Date Range From : 07/01/2023 12:00:00AM To : 07/31/2023 11:59:00PM

Pump - Hose				
Product : 01		Unleaded		Transactions
Site Id : 003		Anasatisia Moquito Control		
01-1				
Totals For Site :		79		1017.961
Totals For Product :		79		1017.961
02-1				
Product : 02		Jet-A <th rowspan="2">Transactions</th>		Transactions
Site Id : 003		Anasatisia Moquito Control		
02-1				
Totals For Site :		11		148.500
Totals For Product :		11		148.500



LV Hiers Inc Stone Transport Svc LLC
PO Box 1229
Macclenny, FL 32063
9042592314

Sold To:
Anastasia Mosquito Control
District of St. Johns County
120 EOC Drive
SAINT AUGUSTINE, FL 32092
904.471.3107

Confirm To:

Ship To:
Anastasia Mos. Ctrl - EOC Dr.
District of St. Johns County
120 EOC Drive
ST. AUGUSTINE, FL 32080

Invoice Number: 0162589-IN
Invoice Date: 7/24/2023
Due Date: 7/24/2023
Order Number: 0454985
Order Date: 7/25/2023
Salesperson: AS
Customer Number: ANAMOS

Invoice

Item Number	Unit	Ordered	Shipped	Back Ordered	Price	Amount
E10UNL	GAL	2,811.00	2,811.00	0.00	2.8702	8,068.13
E10 Regular Unl. Gas 87 Octane						
FL STATE EXCISE TAX					0.20200	567.82
FL POLLUTION TAX					0.02070	58.19
FET - L.U.S.T. Fee					0.00100	2.81
FL INSP FEE					0.00120	3.37
Federal Oil Spill Tax					0.00190	5.34
Federal Superfund Fee					0.00350	9.84
ST JOHNS LOCAL OPT TAX					0.14900	418.84
					3.224950	9,134.34

\$3,249,498.399

* A CONVENIENCE FEE OF 3% MAY BE ADDED TO CREDIT CARD PAYMENTS.
* A LATE FEE OF 1% OR \$30.00, THE GREATER OF WHICH WILL BE CHARGED ON ALL PAST DUE INVOICES.
The undersigned Buyer grants to the Seller, L. V. Hiers, Inc. a Security Interest under the Uniform Commercial Code for the goods sold under this Invoice. If payment is not made as agreed then the Seller may peacefully repossess same and/or take legal action to recover such goods as well as to collect the amount due under this invoice together with reasonable attorney's fees, costs and out-of-pocket expenses.

Signature: _____
Print Name: _____

Net Invoice: 9,134.34
Less Discount: 0.00
Freight: 0.00
Sales Tax: 0.00
Invoice Total: 9,134.34

Delivery

Mosquito Control
120 EOC Drive

07/24/23

12:36

Site id 00001
Unit id 00

Date 07/24
Time 12:36

Name Gasoline
Prod Type 87 oct
Tank id 01

Beasin Ht 22.1 Inch
End Ht 62.4 Inch

Beas Temp 78.7 deef
End Temp 81.1 deef

Gr End 3728 Gal
Gr Beasin 940 Gal

Gr Divry 2788 Gal
Net End 3677 Gal

Net Beasin 929 Gal
Net Divry 2748 Gal

Inventors

Mosquito Control
120 EOC Drive

07/24/23

11:50

Site id 00001
Unit id 00

Gasoline
Prod Type 87 oct
Tank id # 1

Gross Vol 940 Gal
Net Vol 928 Gal

% Vol 17.3 %Cap
90%Ullage 3938 Gal

Prod Ht 22.1 Inch
Water Ht 0.3 Inch

Temp 78.6 deef

Current Alarm Status

Mosquito Control
120 EOC Drive

07/24/23

11:50

Site id 00001
Unit id 00

Tank Alarms

T P P R R N
O W T
N A H T S R

K L E S S T E I V M
I A P P E F M N A
D K I 2 3 R T E C L

01 X

Leak Sensor Alarms

T

N

E

N

S

D

S

R

I

D

M L

X

01 D01 dISpan

02 D01 Con tn

03 D01 dbwALL

ALARM STATUS KEY

A = GENERAL ALARM

F = GENERAL FAULT

O = OPEN-CIRCUIT FAULT

P = PRODUCT ALARM

S = SHORT-CIRC. FAULT

W = WATER ALARM

SOLD TO:

SHIP TO:

DATE _____

DEP Facility # _____

Bill of Lading #

Cust. Order No.

Please identify your payment of this invoice by Number and Date and send to address shown above. Make check payable to: L.V. Hiers, Inc.

☐ Multiple Tanks at Site ☐ Temporary Construction Tank ☐ Mobile Tank ☐ Agricultural Use

[illegible]

Flammable Liquid UN1203 Gasoline

Combustible Liquid UN1993

In Case of Leak, Fire or Spill Call 904-259-2314 904-237-0062 D.O.T. Emergency Response Guide Handbook

The undersigned Buyer grants to the Seller, L.V. Hiers, Inc. a Security Interest under the Uniform Commercial Code for the goods sold under this invoice. If payment is not made as agreed then the Seller may peacefully repossess same and/or take legal action to recover such goods as well as to collect the amount due under this invoice together with reasonable attorney's fees, costs and out-of-pocket expenses.

DELIVERED BY:

RECEIVED BY:

Unless otherwise noted a .1% fee will be charged on all past due invoices. A 3% fee will be added to all credit card payments. ERRORS IN PRICE, EXTENSION AND ADDITION SUBJECT TO CORRECTION

ERRORS IN PRICE, EXTENSION AND ADDITION SUBJECT TO CORRECTION

SUB TOTAL

Sales Tax

TOTAL

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

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



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, August 17, 2023

Next Meeting(s): Regular Meeting Thursday, September 14, 2023 – 5:00 PM
First Public Hearing Thursday, September 14, 2023 – 5:30 PM
Final Public Hearing Thursday, September 28, 2023 – 5:30 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, August 17, 2023, at 5:00 P.M.

Board members in attendance:

Mrs. Gayle Gardner, Chairperson
Mrs. Trish Becker, Vice-Chairperson
Mrs. Gina LeBlanc, Commissioner
Mrs. Catherine Brandhorst, Commissioner
Mrs. Martha Gleason, Commissioner

Also in attendance:

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

Chairperson Gardner called the meeting to order.
Commissioner Gardner led the Pledge of Allegiance to the flag.

ROLL CALL: Chairperson Gardner noted ~ All were present,

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

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

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

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

APPROVAL OF CONSENT AGENDA: Chairperson Gardner called for approval of the Consent Agenda as presented.

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

- Motioned by: Commissioner Brandhorst

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

Consent Items ~ APPROVAL OF:

1. Chemical Inventory
2. Minutes: Regular Board Meeting, July 13, 2023 at 5:00 P.M.
3. Auditor Selection Results and Contract
4. Physical Inventory/Surplus
5. Report about Approved Three Symposia from AMCD Staff for AMCA Annual Meeting
6. Approval of Vehicle Purchase Bid

UNFINISHED BUSINESS:

1. Item 1: Florida PRIME Investment ~ Mr. Luke Raffa, CFA, Vice President, Institutional Bus Develop, Federated Hermes

- Mr. Luke Raffa began by thanking the Board and introducing himself. He continued explaining he works for federated Hermes which is the investment manager for Florida Primes local government investment pool. Mr. Raffa continued explaining Florida Prime has been around since 1977, it was introduced by a piece of legislation, so it's actually state law that it's a permissible investment vehicle for all public entities across Florida. He continued explaining an investment vehicle meaning that all of the local government entities through the state of Florida have the ability to contribute money towards the pool, there are several benefits to doing so, all tied into economies of scale, so it allows for professional management of the pool, it allows for lower cost, it allows each participant (no matter the size of the investment) they all get the same benefit and they all get the same rate of return for their entity. So, currently the rate of return is 5.66% and over 750 participants inside of the pool. The State Board of Administration (SBA) is the one that oversees everything, including the investment policy and the operational components of Florida Prime. Federated's role is the investment manager, they do all the analysis of the securities, purchase of the pool, portfolio constructions, deciding what makes it in and what does not, and Federated reports to the state daily. Mr. Raffa explained they have had a contract with the state since 2008.
- Mrs. Gleason asked if Federated had a contract with the state due to the incident in 2007?
- Mr. Raffa explained in 2007 there were bad securities in the pool, Federated helped the state sort out the situation and isolate the bad securities, in the wake of the whole situation the state was very satisfied with the job and decided to hire them for a long term contract.
- Mrs. Gleason asked if there are any mortgage back securities on the portfolio?
- Mr. Raffa answered no, there are only money market securities in the pool and they have a term of one year or less.
- Mrs. Gleason asked if there have been more deposits than withdrawals right now?
- Mr. Raffa explained the fund is about three billion dollars higher than it was this time last year.
- Mrs. Gleason asked on average, of the 750 participants in the pool, what would you say the average percent of their investment in put into the pool?
- Mr. Raffa asked if he could do some research and answer that question later.
- Dr. Xue asked what is the relationship between the government and legislation, why can the Government freeze funds?

- Mr. Raffa explained the Chief Investment Officer for the Florida SBA, Mark Taylor, has the ultimate authority.
- Mrs. Becker asked if Florida Prime was its own thing before Federated took over?
- Mr. Raffa explained we took it over in 2008 and before that it was referred to as SBA.
- Mrs. Becker asked what does Federated do?
- Mr. Raffa explained Federated manages about 700 billion dollars in total assets, 600 billion dollars of that is in liquidity or fixed income products, so, similar to what we have here, we manage the state pools in five or six different states.
- Mrs. Becker asked if it was all public agencies in the SBA or could she personally invest?
- Mr. Raffa answered no, it is all public agencies.
- Mrs. Becker asked what investments are made with the SBA money?
- Mr. Raffa explained it is a range of money market securities.

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

2. **Item 2: Update about Balmoral Group's Report ~ Dr. Rui-De Xue**

- Dr. Xue began by explaining the report looked very good, AMCD made some corrections. He continued explaining during the process AMCD had sent many documents and information for the report. Dr. Xue also mentioned Balmoral Group visited AMCD, met with staff and visited the hangar. He mentioned the final report will be available in September. Dr. Xue explained they gave AMCD three recommendations and next year AMCD will perform a program review, after the Education Center is finished and running.
- Commissioner Becker and Gleason congratulated staff on an excellent report and thanked them for all their hard work.

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

3. **Item 3: Monthly Treasurer's Report/Vouchers (Cancelled Checks) and Budget Amendment ~ Mr. Hanna**

- Mr. Hanna reviewed the treasurer's report/vouchers with the Board of Commissioners. Mr. Hanna also explained usually budget amendments are to amend over spending, however, the District earned more revenue than the budget originally anticipated.

A. A motion was made to approve the budget amendment as presented.

- Motioned by: Commissioner Becker
- Seconded by: Commissioner Gleason
- VOTE accepted by: ALL Commissioners
- **MOTION PASSED UNANIMOUSLY**

NEW BUSINESS

1. **Item 1: Update about the RFP's for Agent of Record for Health, Life and Dental Insurance ~ Mr. Richard Weaver**

- Mr. Weaver explained the Request for Proposal (RFP) will be come back to the Board of Commissioners in September with staff recommendations.

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

2. **Item 2: Update about the RFP for District Attorney ~ Mr. Richard Weaver**

- Mr. Weaver explained the board will be responsible for scoring, ranking and interviewing a qualified attorney. He continued explaining the RFP packages are going to be opened on the 28th, they'll close on the 25th, the same as the insurance. Mr. Weaver continued explaining that staff will open them to make sure that they're qualified and then they will send them to the board. He continued explaining staff will need the ranking forms by Thursday, September 7th at 4:00 pm and then staff will transfer the ranking forms to a score sheet. Mr. Weaver mentioned the memo sets some rules and the Board can either agree to these rules or change them.

A. A motion was made to have the Board presented with the RFP on August 28th, send score sheets in by September 7th and have the top three candidates return to the September board meeting to present.

- Motion by: Commissioner Becker
- Seconded by: Commissioner Gleason
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

3. **Item 3: Board Members Attendance to the FMCA Annual Meeting, Port Charlette, November 13th- 16th, 2023 and AMCA meeting, Dallas, March 4th-8th, 2024 ~ Dr. Rui-De Xue**

- Dr. Xue mentioned the Florida Mosquito Control Association's annual meeting will be held at Port Charolette, FL, November 13-16. The District will pay for the registration (\$390/person), 3 day hotel rooms (\$600/person), around mileage rates (\$360), and three day per diem (\$195/person). He continued explaining a total cost for one person is about \$1,600 and the American Mosquito Control Association's annual meeting will be held in Dallas, March 4-8, 2024. Registration is \$570/person, Hotel room is about \$900, Airline tickets is about \$400, per diem is about \$270. A total of cost per person is about \$2,200. Dr. asked the Board of Commissioners to let him know if they plan to join one or two meetings by 6 September, 2023.

REPORTS:

1. **Director** ~ Dr. Xue reported so far this year, two EEE horse and one human case. He mentioned last week, AMCD had one travel related to dengue fever and last week St. Johns County had a big mosquito outbreak, especially the saltmarsh mosquito. Dr. Xue continued explaining last week AMCD received 500 service requests within a few days but since AMCD has ground and aerial sprayed that number has reduced significantly. He mentioned recently interviews for the Assistant Director position were held, nine applications were received and the top three were interviewed. Dr. Xue also mentioned interviews were held for the Education Specialist position the top ranked person turned the position down and the second ranked person (former intern Tomomi Hirokawa) was offered the position starting October 9th, 2023.
2. **Attorney** ~ Mr. Flowers had nothing to report

COMMISSIONER COMMENTS:

Commissioner LeBlanc ~ Thanked the staff for all their hard work.

Commissioner Brandhorst ~ Thanked the staff for all their hard work.

Commissioner Gardner ~ Thanked the staff for all their hard work.

Commissioner Gleason ~ Thanks to staff again, great job on the Balmoral report. Political season is once again upon us and I was contacted by Kim Kendall, who's running for Cindy Stevenson seat. Cindy Stevenson is term limited, so Kim is running. She would like to come to our next board meeting, so, what I was thinking is maybe giving them a tour of the education center and sit building before the board meeting so that they can understand what we actually do before they leave here. If the Board is okay with it, I'll just reach out to her and invite her to come in maybe at 3:00 P.M.

Commissioner Becker ~ Next week we'll be having the congressman Rutherford come and that's on August 24th at 1:30 P.M. If any of the other Commissioners would like to come visit, we should make an announcement on the website. Recently we had the American League of University Women take a tour and they had a great time. They have a women and girls in Stem academy and it's like this event to try to get more girls into Stem related fields and they would like to see if it's possible to host it here at AMCD.

ATTACHMENTS: ~

1. None

ADJOURNMENT:

Chairperson Gardner adjourned the meeting at 6:20 P.M.

ATTEST

Chairperson, Commissioner Gayle Gardner **Secretary/Treasurer, Commissioner Gina LeBlanc**

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

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

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

2023 MEMO

DISTRICT DIRECTOR

Dr. Rui-De Xue



BOARD OF COMMISSIONERS:

Gayle Gardner, Chairperson

Trish Becker, Vice-Chairperson

Gina LeBlanc, Secretary/Treasurer

Catherine Brandhorst, Commissioner

Martha Gleason, Commissioner

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

DATE: September 1, 2023

RE: No Board meeting in November

Due to the Florida Mosquito Control Association (FMCA)'s annual meeting in middle of November and majority of Board members plan to join the FMCA meeting and 2 special meetings in September, Usually the District does not hold the regular Board meeting in November except special and emergency meeting needed.



[Summary](#)
[Exhibitor Opportunities](#)

[Fees](#)
[Exhibit Map](#)
[Attendee List](#)

[Agenda](#)

[Hotel](#)

[Sponsorship Opportunities](#)
[Commissioner's Day](#)
[FMCA Golf Tournament](#)

[Register Now](#)

[Already Registered?](#)



Welcome!

The 2023 FMCA Annual Meeting will be at the The Westin Cape Coral Resort at Marina Village, November 13-16, 2023. The meeting will offer professional presentations on a number of topics related to public health mosquito control in Florida, the south Atlantic region as well as the United States. Speakers and poster presentations from around the world will allow for peer exchange of ideas, new research and problem solving of common issues. Topics that may be discussed at this meeting include, but are not limited to:

- Novel techniques in operational mosquito control
- Public health trends and expected patterns
- Developing technologies

- Aerial applications, including drone/UAV applications
- Legislative and regulatory issues at local, State and Federal levels
- AI developments and applications in mosquito control
- New software developments improving work efficiencies
- New chemistries, novel product developments and resistance management
- Public education and outreach

We are looking forward to reconnecting with existing members and friends, and welcoming new faces into this group of outstanding public health professionals!

Don't Forget:

For members, your registration is based on a tier system and you will receive a discount after the first person from your district/organization is registered. We strongly recommend registering as a group so that you are able to easily keep track of your registrations. Commissioners are also now charged a flat fee for the full conference.

Registration fees will increase after November 1, 2023! Discounts are available to all Government Sustaining and Industry Sustaining Members in good standing for the 2023 calendar year.

[Register Today!](#)

COUNTDOWN TO THE EVENT

Dear Mr. Richard Weaver,

On behalf of the Georgia Mosquito Control Association, I am pleased to invite you to be one of our guest speakers at the upcoming 46th Annual Meeting of the Georgia Mosquito Control Association on October 18-20, 2023 at the Villas of the Sea on Jekyll Island, GA. Given your many years of experience in mosquito control operations for the Anastasia Mosquito Control District, we believe you'd be a perfect fit for our workshop.

This 2023 meeting will be our second in-person meeting since the COVID-19 pandemic interrupted normal conference proceedings and we expect many mosquito control colleagues from the state to be in attendance. This meeting will be an opportunity for GMCA members to interact with colleagues, obtain the latest information concerning all aspects of mosquito control, and to earn Continuing Education credits required to maintain their Pesticide Applicator's Licenses in both GA and FL. We also hope that this annual meeting will aid in furthering the relationship between the Florida and Georgia Mosquito Control Associations.

We have scheduled you to speak for approximately 20 minutes in the afternoon on Wednesday, the first day of the meeting. We would like for you to speak on the Anastasia Mosquito Control's new Disease Vector Education Center and how this new facility is aiding your efforts of education and outreach to both the public and to others in our field. The GMCA will cover your conference registration, and one night's hotel stay for the meeting as indicated on the enclosed Speaker Registration Form. Please let us know if you will be able to speak by September 15, 2023 by emailing me at natasha.agramonte@dph.ga.gov.

Sincerely,

Natasha Agramonte, PhD

Public Health Entomologist | Environmental Health Manager - Vector Program

DeKalb County Board of Health

Georgia Mosquito Control Association Board Member

He will drive District Car and District will pay him per diem at \$62/day for 2 days.

*Ruide Rne
8/28/2023*

Thanks for getting this back to me so quickly. Just to confirm, will you be accepting the waived registratic
one night's hotel stay?

NATASHA AGRAMONTE, MS, PHD

Environmental Health County Manager :: Vector Program
Public Health Entomologist
Department of Environmental Health

Richardson Health Center :: 445 Winn Way, Suite 320 :: Decatur, GA 30030
O: 404.508.7909 :: C: 404.425.4887 :: F: 404.508.7979
Natasha.Agramonte@dph.ga.gov

Mailing Address for All Locations:
PO Box 987 :: Decatur, GA 30031-0987



www.dekalbhealth.net

Confidentiality Notice

*This e-mail transmission, and any documents, files or previous e-mail messages attached to it, may contain confidential information. If you are the intended recipient, or a person responsible for delivering it to the intended recipient, you are hereby notified that any distribution or use of any of the information contained in or attached to this message is **STRICTLY PROHIBITED**. If you have received this transmission in error, please immediately notify us by reply e-mail or by telephone at 404-294-3275, and destroy the original and its attachments without reading them or saving them to disk.*

From: Richard Weaver <rweaver@amcdfi.org>

Sent: Friday, August 25, 2023 11:02 AM

To: Agramonte, Natasha <natasha.agramonte@dph.ga.gov>; rxue@amcdfi.org; xueamcd@gmail.com

Cc: wqualls@amcdfi.org

Subject: RE: Invitation to attend and/or speak at the Georgia Mosquito Control Association Meeting

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you know the sender and know the content is safe.

Attached is the form you requested. I am looking forward to talking at your conference. Please let me know if you need from me.

Richard Weaver
Anastasia Mosquito Control District
120 EOC Drive
St. Augustine FL 32092

All government correspondence is subject to the public records law

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

Gayle Gardner, Chairperson

Martha Gleason, Commissioner

Trish Becker, Vice Chairperson

Gina LeBlanc, Secretary/Treasurer

Catherina Brandhorst, Commissioner

DISTRICT DIRECTOR

Dr. Rui-De Xue



RE: Count Dr. Xue for working hours to give presentations at international congresses

1. Environmental Pest Management Workshop, Taichung, Taiwan, October 19-20, 2023. Dr. Xue plans to take a vacation in Taiwan from October 14 to October 21, 2023 and will give a presentation about attractive target sugar baits (ATSB) at the workshop during the vacation. Their Association will provide 2- night hotel, meals, and waive registration. Dr. Xue needs 20 hrs for his working.
2. 8th International Forum for Surveillance and Control of Mosquito and Vector-borne Diseases, Beijing, October 23-27, 2023. Dr. Xue is the President of the Conference and will give the Conference Presidential Address about Exploration and Application of New Technology for Control of Mosquitoes and Vectors. The Conference will waive his registration and provide 3-4 night hotel. Dr. Xue needs 40 hrs for his working.
3. The Asian-Pacific Conference on Mosquitoes and Vectors, Chiangmai, Thailand, November 27-30, 2023. Dr. Xue has been invited as the advisory committee and symposium moderator and will give a presentation about ATSB at the new technology symposium. The Conference will provide airline tickets and 3-4 night hotel, meals, and waive registration. Dr. Xue needs 40 hrs for his working.

Also, Dr. Xue as the President-Elect will join the AMCA Executive Board meeting, Dallas, Nov 3, 2023. AMCA will provide a hotel room and Dr. Xue needs District paying for his airline ticket and per diem at about \$380.



STANDARD RENTAL SERVICE AGREEMENT

Location No. 0280 Agreement No. 210353713 Customer No. 14351252 Date _____

Customer ANASTASIA MOSQUITO CNTRL Phone 904-471-3107

Address 120 EOC Dr City SAINT AUGUSTINE State FL Zip 32092

UNIFORM PRICING:

Material#	Description	Rental Frequency	Inventory	Unit Price
X270	CARGO PANT - Rental		ANY	0.270
X380	CARGO SHORT - SUSAN - Rental		ANY	0.252
X381	CARHARTT 5 PKT JN - Rental		ANY	0.252 0.313
X389	CATHY/CARGO PANTS/WM - Rental		ANY	0.252
X390	WOMENS PANT SUSAN - Rental		ANY	0.252
X394	CINTAS DENIM JEAN - Rental		ANY	0.313
X894	DENIM JEAN - Rental		ANY	0.313
X935	COMFORT SHIRT - Rental		ANY	0.252

EMBLEM PRICING:

Material#	Description	Rental Frequency	Inventory	Unit Price
BB2000S	NAVY/ NAVY/ WHITE*		ANY	0.000
BBZE00S	MIC BLUE/ MIC BLUE/ WHITE*		ANY	0.000
LXXXXXS	NON-STOCK CUSTOM COMPNY EMBLEM		ANY	0.000
LXXXXXS	NON-STOCK CUSTOM COMPNY EMBLEM		ANY	0.000

FACILITY SERVICES PRODUCTS PRICING:

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

- o This agreement is effective as of the date of execution for a term of 60 months from date of installation.
- o The additional charges listed below are subject to adjustment by Company effective upon notice to Customer, which notice may be in the form of an invoice.
- o COD Terms \$ N/A per week charge for delayed payment (If Amount Due is Carried to Following Week)
- o Credit Terms - Charge Payments due 10 Days After End of Month
- o Automatic Lost Replacement Charge: Material N/A % of Inventory N/A \$ N/A EA
- o Make-Up Charge \$ 0 per garment.
- o Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ N/A per garment
- o Artwork Charge for Logo Mat \$ N/A
- o Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- o Service Charge: \$ 4.00 per delivery.
This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.
- o Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of \$ 5.00 N/A per garment will be assessed for employees size changed within 4 weeks of installation.
- o Uniform Advantage \$ N/A per garment Premium Advantage \$ N/A per garment
- o Uniform and Premium Advantage covers damaged garments needing to be replaced outside of normal wear. Uniform Advantage and Premium Advantage do not cover lost or unreturned garments. The Customer or Company may cancel Uniform Advantage and Premium Advantage at any time.
- o Emblem Advantage \$ N/A per garment. Emblem Advantage covers name and company emblems initially selected by Customer. The Customer or Company may cancel Emblem Advantage at any time after six months from date of installation.



STANDARD RENTAL SERVICE AGREEMENT

- ☐ Prep Advantage \$ _____ per garment. Prep Advantage covers all costs associated with garment preparation. The Customer or Company may cancel Prep Advantage at any time after six months from date of installation.
- ☐ Other _____

 / / ☐ _____ Initial and check box if Unilease. All garments will be cleaned by Customer.
Date

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

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

 / / ☐ _____ Initial and check box if declining the Uniform Advantage Program
Date

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

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

Cintas Loc.No. 290

By Dillon Greene

Title Service Manager

Accepted-GM _____

Please Sign Name _____

Please Print Name _____

Please Print Title _____

E-Mail _____

STANDARD UNIFORM RENTAL SERVICE AGREEMENT RENEWAL

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

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

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

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

HK

Unfinished Business #1



2023/24
PROPOSAL

ANASTASIA MOSQUITO CONTROL DISTRICT

Presented on: September 7, 2023
Presented by: Matt Baker



Address

PO Drawer 3807
Saint Augustine, FL 32085-3807



Phone & Fax

P: (904) 824-1631
F: (904) 824-1675



Email & Website

thompsonbaker.com

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

TABLE OF CONTENTS

Introduction	3
Common Conditions.....	5
Property.....	6
Equipment Floater.....	8
Crime.....	9
General Liability.....	10
Business Auto.....	11
Marketing Summary.....	13
General Liability.....	13
Marketing Summary.....	14
General Liability.....	14
Premium Summary	14
Premium Comparison	15
Proposal Acceptance	25

INTRODUCTION

OUR AGENCY

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

EXPERTISE

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

MARKETS

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

CORE VALUES

Focused on Professionalism:

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

Growth Oriented: Dynamic Sales

Organization focusing on new business production and renewal retention.

Team Oriented: Individual commitment to a group effort.

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

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

MEET YOUR SERVICE TEAM

Matt Baker
President

“

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

”

“

Chelsea Bloom
Commercial Lines
Account Manager

Chelsea joined ThompsonBaker in 2015 as a Commercial Lines Account Manager. Chelsea graduated with a Bachelor of Arts in Business Administration and Economics from Flagler College and continued with her Master of Business Administration from University of Florida. She holds both a 2-20 Property and Casualty and 2-15 Life, Health and Annuity Insurance Licenses from the State of Florida. She has also earned the designation of Certified Insurance Service Representative (CISR). She resides in St. Augustine with her husband, two sons and Boston Terrier. Chelsea enjoys running and spending time with her family.

”

COMMON CONDITIONS

NAMED INSUREDS

Anastasia Mosquito Control District
of St. Johns County

MAILING ADDRESS

120 EOC Drive
St. Augustine, FL 32092

LOCATION SCHEDULE

LOC	BLDG	ADDRESS
1	1-12	120 EOC Drive, St. Augustine, FL 32092

PROPERTY

COMPANY
Preferred Govt Insurance Trust

POLICY TERM
10/1/2023 to 10/1/2024

COVERAGES

LOCATION #1: 120 EOC DRIVE, ST. AUGUSTINE, FL 32092					
BLDG	SUBJECT	AMOUNT	VALUATION	CAUSE OF LOSS	DEDUCTIBLE
1	Building-Main Office	\$2,700,000	R	SPECIAL	\$5,000/5% Named Storm
1	Contents	\$500,000	R	SPECIAL	\$5,000/5% Named Storm
2	Building-Garage	\$1,750,000	R	SPECIAL	\$5,000/5% Named Storm
2	Contents	\$530,000	R	SPECIAL	\$5,000/5% Named Storm
3	Building-Chemical Storage Building	\$238,895	R	SPECIAL	\$5,000/5% Named Storm
3	Contents	\$500,000	R	SPECIAL	\$5,000/5% Named Storm
4	Building-Carport	\$1,795	R	SPECIAL	\$5,000/5% Named Storm
4	Contents	\$9,600	R	SPECIAL	\$5,000/5% Named Storm
5	Building-Small Shed	\$1,631	R	SPECIAL	\$5,000/5% Named Storm
5	Contents	\$6,700	R	SPECIAL	\$5,000/5% Named Storm
6	Building-Large Shed	\$1,631	R	SPECIAL	\$5,000/5% Named Storm
6	Contents	\$32,000	R	SPECIAL	\$5,000/5% Named Storm
7	Building-Dorm Buidling 400	\$302,234	R	SPECIAL	\$5,000/5% Named Storm
7	Contents	\$10,000	R	SPECIAL	\$5,000/5% Named Storm
8	Building-Chicken Housing 700	\$261,136	R	SPECIAL	\$5,000/5% Named Storm
8	Contents	\$20,000	R	SPECIAL	\$5,000/5% Named Storm
9	Building-Multiple Purpose Lab 800	\$647,310	R	SPECIAL	\$5,000/5% Named Storm
9	Contents	\$1,100,000	R	SPECIAL	\$5,000/5% Named Storm
10	Building-Hangar 900	\$1,156,022	R	SPECIAL	\$5,000/5% Named Storm
10	Contents	\$190,000	R	SPECIAL	\$5,000/5% Named Storm
11	Building-Greenhouse 500	\$267,777	R	SPECIAL	\$5,000/5% Named Storm
11	Business Personal Property	\$20,000	R	SPECIAL	\$5,000/5% Named Storm
12	Building-Screened Labs 600	\$196,311	R	SPECIAL	\$5,000/5% Named Storm
13	Building-Education Center Bldg 450	\$2,500,000	R	SPECIAL	\$5,000/5% Named Storm
13	Contents	\$500,000	R	SPECIAL	\$5,000/5% Named Storm
14	Building-Property in the Open	\$278,600	R	SPECIAL	\$5,000/5% Named Storm

PROPERTY CONTINUED

VALUATION DEFINITIONS

(A) Actual Cash Value	(G) Guaranteed Replacement Cost	(R) Replacement Cost
(B) Business Income Changes	(I) Invoice Cost	(S) Stated Amount
(C) Agreed Amount (Waived Coinsurance) and Replacement Cost	(L) Actual Loss Sustained	(T) Total Insured Value
(D) Reproduction	(M) Market Value	(U) Full Value Replacement Cost
(E) Agreed Amount (Waived Coinsurance)	(O) Other	(V) Agreed Value
(F) Functional Replacement Cost	(P) Selling Price	(X) Extended Value Replacement Cost

EQUIPMENT FLOATER

COMPANY
Preferred Govt Insurance Trust

POLICY TERM
10/1/2023 to 10/1/2024

COVERAGE

ITEM	DESCRIPTION	DEDUCTIBLE	INSURANCE AMOUNT
1	Blanket Unscheduled	\$5,000	\$400,000
2	1998 Tractor/Loader w/Backhoe	\$5,000	\$43,848
3	Generator	\$5,000	\$26,881
4	Generator	\$5,000	\$77,180
5	Car Wash System	\$5,000	\$29,380
6	Toyota 8FGCU15 Forklift	\$5,000	\$19,094
7	2012 AON 18' Airboat 6.0L w/galvanized trailer	\$5,000	\$38,610
8	Electronic Data Processing Equipment	\$5,000	\$350,000
9	Rented/Borrowed/Leased Equipment	\$5,000	\$70,000
10	Valuable Papers	\$5,000	\$90,000
11	Laser Machine	\$5,000	\$77,911
12	2018 Genie Articulating Boom	\$5,000	\$55,030
13	RS 2400-Q X-Ray Irradiator	\$5,000	\$248,000
14	Mosquito Pupae	\$5,000	\$157,950
15	Mosquito Larvae mass Rearing	\$5,000	\$270,000
16	Larval Food Feeder	\$5,000	\$17,450

CRIME

COMPANY	POLICY TERM
Preferred Govt Insurance Trust	10/1/2023 to 10/1/2024

COVERAGES

DESCRIPTION	LIMIT	DEDUCTIBLE
Employee Dishonesty	\$50,000	\$1,000
Forgery or Alteration	\$25,000	\$1,000
Theft of Money and Securities - Inside Premises	\$25,000	\$1,000
Computer Fraud	\$25,000	\$1,000

LIABILITY

COMPANY
Preferred Govt Insurance Trust

POLICY TERM
10/1/2023 to 10/1/2024

GENERAL LIABILITY

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

PUBLIC OFFICIALS LIABILITY

DESCRIPTION	LIMIT
Public Officials- Each Occurrence	\$2,000,000
Public Officials-Annual Aggregate	\$2,000,000

EMPLOYEE PRACTICES LAIBILITY

DESCRIPTION	LIMIT
Employment Practices Liability- Each Occurrence	\$2,000,000
Employment Practices Liability-Annual Aggregate	\$2,000,000
Deductible	\$5,000

CYBER LAIBILITY

DESCRIPTION	LIMIT
Cyber Liability- Each Claim	\$2,000,000
Cyber Liability-Annual Aggregate	\$2,000,000
Social Engineering Sublimit	\$250,000
PCI Sublimit	\$250,000

BUSINESS AUTO

COMPANY
Preferred Govt Insurance Trust

POLICY TERM
10/1/2023 to 10/1/2024

COVERAGES

DESCRIPTION	AUTO SYMBOL	LIMITS & DEDUCTIBLES
Combined Single Limit	1	\$3,000,000
Personal Injury Protection	5	Included
Medical Payments	2	\$5,000
Uninsured Motorists - Each Accident	2	\$100,000
Comprehensive Deductible	8	\$1,000
Collision Deductible	8	\$1,000
Hired / Borrowed Auto Liability	1	Included
Non-owned Auto Liability	1	Included

SYMBOL DEFINITIONS

(1) Any Auto	(4) Owned Autos Other Than Private Passenger	(7) Autos Specified on Schedule
(2) All Owned Autos	(5) All Owned Autos Requiring No-Fault Coverage	(8) Hired Autos
(3) Owned Private Passenger Autos	(6) Owned Autos Subject to Compulsory U.M. Law	(9) Non-Owned Autos

VEHICLES

VEH	YEAR, MAKE, & MODEL	VIN	COMP DED	COLL DED
1	2002 FORD 1/2 TON	1FTZR11E32PB22312		
2	2002 FORD 1/2 TON	1FTZR11E12PB2311		
3	2003 FORD 1/2 TON	1FTZR11E03TA38490		
4	2004 Chevrolet Colorado	1GCDT146348166369		
5	2004 Chevrolet Colorado	1GCDT146748168027		
6	2004 Chevrolet Colorado	1GCDT146148168671		
7	2004 Chevrolet Colorado	1GCDT146848167503		
8	2004 Chevrolet Colorado	1GCDT146148168959		
9	2004 Chevrolet Colorado	1GCDT146448194665		
10	2004 Chevrolet Colorado	1GCDT146748167007		

BUSINESS AUTO CONTINUED

VEH	YEAR, MAKE, & MODEL	VIN	COMP DED	COLL DED
11	2004 Chevrolet Colorado	1GCDT146448182922		
12	2004 Chevrolet Colorado	1GCDT146548194058		
13	2019 CHEVY EQUINOX	3GNAXHEV2KS632293	\$1,000	\$1,000
14	2009 Ford F150	1FTRF14W19KB30865		
15	2009 Ford F150	1FTRF14W39KB30866		
16	2012 Ford F150	1FTMF1EF0CFA75267		
17	2019 Ford F250	1FTBF2B64KED00442	\$1,000	\$1,000
18	2013 Ford F150	1FTMF1EF4DKD91473		
19	2013 Ford F150	1FTMF1EF6DKD91474		
20	2014 Ford F150	1FTMF1EF0EFB77851	\$1,000	\$1,000
21	2014 Ford F150	1FTMF1EF9EFB77850	\$1,000	\$1,000
22	2015 Ford Explorer	1FM5K8B85FGC08498	\$1,000	\$1,000
23	2014 FORD F150	1FTNF1EF2EKF10708	\$1,000	\$1,000
24	2014 FORD F150	1FTNF1EF4EKF10709	\$1,000	\$1,000
25	2016 Ford F-150	1FTMF1EF5GFB29930	\$1,000	\$1,000
26	2016 Ford F-150	1FTMF1EF7GFB29931	\$1,000	\$1,000
27	2017 Ford F-250	1FTBF2B6XH005799	\$1,000	\$1,000
28	2019 Ford F250	1FTBF2B64KED00441	\$1,000	\$1,000
29	2017 Ford F-250	1FTBF2B64H005796	\$1,000	\$1,000
30	2017 Ford F-250	1FTBF2B66H005797	\$1,000	\$1,000
31	2017 Ford F-250	1FTBF2B68H005798	\$1,000	\$1,000
32	2020 Ford Expedition	1FMJU1FT0LEA40419	\$1,000	\$1,000
33	2020 Ford F-250	1FDBF2B64LED09204	\$1,000	\$1,000
34	2021 Ford F-250	1FTBF2B62MED51974	\$1,000	\$1,000
35	2022 Ford Maverick	3FTTW8F9XNRA09330	\$1,000	\$1,000

WORKERS COMPENSATION

COMPANY	POLICY TERM
Preferred Govt Insurance Trust	10/1/2023 to 10/1/2024

DESCRIPTION

DESCRIPTION	LIMITS OF LIABILITY
Employers Liability Each Accident	\$1,000,000
Employer Liability Disease Policy Limit	\$1,000,000
Employer Liability Disease Each Person	\$1,000,000

EXPOSURE BASIS

CLASS CODE	DESCRIPTION	PAYROLL
0251	Irrigation Works	\$1,235,569
8810	Clerical Office Employee	\$1,197,651
7425	Aviation-Helicopters-Flying Crew	\$102,663

STORAGE TANK LAIBILITY

COMPANY Commerce & Industry Insurance Company	CARRIER RATING A	POLICY TERM 10/1/2023 to 10/1/2024
---	---------------------	---------------------------------------

DESCRIPTION

DESCRIPTION	LIMITS OF LIABILITY
Limit of Liability Each Incident	\$1,000,000
Annual Aggregate	\$1,000,000
Deductible	\$5,000

EXPOSURE BASIS

LOCATION	CAPACITY	INSTALL YEAR/ RETRO DATE
120 EOC Drive, Saint Augustine, FL	5,200 Gallons	2016 - 3/22/16
120 EOC Drive, Saint Augustine, FL	1,500 Gallons	2016 - 5/2/16
120 EOC Drive, Saint Augustine, FL	5,100 Gallons	2019- 6/27/19
120 EOC Drive, Saint Augustine, FL	1,254 Gallons	2019- 8/20/19

PREMIUM COMPARISON

LINES OF BUSINESS	EXPIRING	RENEWAL
Commercial Package	\$155,046.00	\$252,690.00
Workers Compensation	\$37,001.00	\$29,885.00
Storage Tank Liability	\$996.54	\$983.84
Total Premium	\$193,043.54	\$283,558.84

Coverage Comparison

LINES OF BUSINESS	EXPIRING	RENEWAL
Property Blanket	\$10,443,042	\$13,721,642
Inland Marine	\$1,222,904	\$1,971,334
Auto	35 Total Units Physical Damage-\$548,107	35 Total Units Physical Damage-\$548,107
Liability	Payroll \$2,390,263 53 Employees	Payroll \$2,535,883 66 Employees
Workers Compensation	Exp Mod-.96	Exp Mod-.73



INSURING FLORIDA'S FUTURE

Founded in 1999, Preferred is a non-assessable insurance risk pool made of and for its members, focusing on the unique needs of Florida's public sector. Our robust membership and financial strength stem from a conservative platform of managed risk. Program administration is provided by Public Risk Underwriters of Florida (PRU).



A key distinguishing feature and advantage of Preferred is the exclusive utilization of independent agents who specialize in public sector risk throughout the state for distribution.

Why is this important? Our members receive local, personalized service and have built-in representation and advocacy to achieve optimal results.

Preferred's membership is represented by Elected Officials from all segments of Florida's Public Sector. Our Board of Trustees understands your needs and works diligently to bring you enhanced programs and services.

Specialized member-oriented claims service is provided by Preferred Governmental Claims Solutions (PGCS). With more than 40 years in claims experience, PGCS is Florida's foremost governmental third-party administrator. The cornerstones of their claims administration are communication, quick access, and sound return-to-work policies.



Preferred is a proven structure of strength created to protect Florida's public sector.

SERVICE - IT'S THE HEART OF WHAT WE DO

Our Loss Control & Member Services team takes a proactive approach designed to reduce and prevent claims by customizing our services to your needs at no additional cost.

Dedicated Loss Control Consultant provides:

- Onsite safety inspections
- General safety training
- Safety program development, review & evaluation
- Claims analysis & management
- Claims training and claim reviews
- Accident Review Board development & assistance

Preferred Risk Management Resource Center for POL/EPLI/CYBER lines:



- **Cyber Security Resources**
 - Breach health check
 - Customizable Incident Response Plan
 - Access to Cyber Security experts for guidance
 - Immediate crisis management & response
- **HR Helpline Services**
 - Access to Florida Based attorneys for guidance on employment related matters
- **ADA Website Compliance Resources**
 - WAVE by WebAIM accessibility evaluation tool
 - Expert guidance on ADA compliance

Vector Solutions – Online training platform with over 600 training courses on HR/Employment Practices, OSHA Compliance, Motor Vehicle Safety, etc.

Preferred Virtual Training Academy – Virtual training on a wide variety of topics provided by our Loss Control Consultants and industry experts.

Streamery – 24/7 mobile streaming from anywhere with over 700 training topics

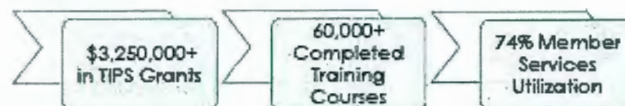
Preferred TIPS – 50/50 matching safety & loss control grant program up to \$5,000.

24/7 claims reporting

Catastrophic Adjustment Teams

Special Investigation Unit

B.A.D.G.E. – Cardiac case management program



The brief description of coverage contained in this document is provided as an accommodation only and is not intended to cover

YOUR MEMBER SERVICES & LOSS CONTROL TEAM



Kevin Meehan oversees the Loss Control and Member Services department and implements member service initiatives. He develops and improves educational training programs, member service platforms, and member safety incentive programs. He is ultimately responsible for increasing member engagement to improve member loss experience and reduce out of pocket costs.



Christopher H. Kittleson has more than 25 years of risk management and loss control experience. Chris has developed industry expertise in the areas of Public Entity Safety Program Development, Return to Work Programs, Regulatory Compliance, Accident Investigation and Safety Training. Chris graduated Cum Laude from St. Cloud State University with a BS in Engineering Technology. He earned his Associate in Risk Management (ARM) and Certified Playground Safety Inspector (CPSI) designations. He was awarded the 2013 Safety Professional of the Year Award by the South Florida Chapter of the American Society of Safety Engineers (ASSE). Chris has presented on behalf of National Associations and has published several articles in loss control and risk management trade publications.



Pam Hancock has been in the insurance industry for the past 26 years and has worked primarily with governmental entities during her career. She provides safety training, program/policy development, safety committee oversight, performs claims reviews, trending analysis and inspections. With an emphasis on education and a deep understanding of the claims process, Pam has become a valuable resource to Preferred members. Pam is a Certified ADA Coordinator.



Mike Marinan has a degree in Industrial Safety Engineering and over 37 years experience in the safety and risk management field. Mike's primary objectives include safety and loss control initiatives, reconciling issues between Preferred members and third-party claims administrators, and developing opportunities for the Trust's participants to gather knowledge, skills, and information to effectively govern and manage insurance costs. Mike is a member of ASSE, was appointed by the Governor to the Task Force on Workplace Safety and has provided multiple trainings to state agencies.



Mike Stephens has been involved with Loss Control and Member Services since 2004. Mike has completed the OSHA 501 Trainer Course in Occupational Safety and Health Standards (General Industry) and has attained certification as a Safety Auditor. Mike's safety awareness and dedication to customer service are what make him an essential part of the Member Services and Loss Control team. Mike is the resources and services coordinator and support specialist for all Preferred members.

PERSONALIZED TOP-TIER CLAIMS SERVICE



-  450 Government Entities Served by PGCS
-  3 Decades of Claims Service
-  20 Average Years of Teammate Tenure at PGCS
-  12 Average Years of Teammate Tenure at PGCS



PGCS LEADERSHIP TEAM

Fred Tucker,
Vice President



Fred is responsible for the daily operations of PGCS. Fred began his career in the insurance industry as an independent adjuster in 1990, working his way into a management role with a national insurance agency where he led the risk services department. Fred joined PGCS in 2007 as a Senior Claims Specialist handling public entity automobile liability, general liability, employment liability with an emphasis on complex matters involving litigation management, working closely with defense counsel to ensure proactive handling of claims.

Cheryl Riley,
Director of WC
Claims



Cheryl is responsible for the overall direction and leadership of the PGCS workers' compensation claims unit. While at PGCS, Cheryl has steadily promoted and held the positions of Account Manager, Quality Assurance Manager and Workers' Compensation Claims Manager prior to her current position of Director of Workers' Compensation Claims. Cheryl's dedication to customer-centric solutions and focus on building strong 'partner' relationships has been successful for PGCS and its customers. Cheryl holds a Florida All Lines license, and has earned the designation of a Board Certified Workers' Compensation Litigation Claims Specialist.

Stacy Hargrove,
Director of
Liability Claims



Stacy Hargrove has more than 33 years of experience handling all types of liability claims and subrogation matters. She has held various positions within the claims industry and has proactively handled a variety of liability claim types including auto accident, slip and fall, premises liability, employer liability, and subrogation recovery; all with client accolades for excellent customer service and knowledge. Stacy has extensive litigation management experience and works directly with defense counsel in defending litigated claims. She has also monitored several trials and has been successful in partnering with her legal team to achieve favorable defense verdicts as well as other positive resolutions. Stacy has a wealth of knowledge in the liability arena and is an integral and valued member of the PGCS team.



INNOVATIVE SOLUTIONS. ACCURATE VALUATIONS.

AssetWORKS

In partnership with
AssetWorks, Preferred
provides property appraisals

for all property locations at no cost to our Members. The field appraisals provide critical information on primary and secondary building characteristics, flood zones, and valuations. Field appraisals are conducted by AssetWorks on a rolling five-year schedule, trending reports are available in the interim upon request. Once the appraisal is completed, Members then have the choice to insure at appraised values to maintain blanket coverage. If a Member chooses to underinsure the property, the coverage agreement will be endorsed to "stated value" with an 80% coinsurance clause.

You receive exclusive access to the AMP platform which offers an innovative approach for property tracking and valuation management. AMP provides dynamic reporting capabilities and features an intuitive design which allows your team to get up and running in minutes. Vital property information is maintained in AMP, including a change history for each asset. Up-to-date property valuations and information are automatically imported into AMP and our experienced team offers personalized training to optimize your use of the system and reporting tools.





DISASTER PREPAREDNESS AND RESPONSE WE ARE WITH YOU EVERY STEP OF THE WAY

We take a multiprong approach to disaster response and recovery and it begins with **preparedness**. Our loss control consultants work with you to review and implement a disaster recovery plan that will stand up to the worst of disasters. We provide one on one training on the claims process and distribute an annual preparedness guide with an abundance of resources to make sure that you are ready should a disaster strike. We also provide hurricane kits so that you have the necessary policy information at your fingertips in the event of a power outage.

When a named storm is approaching, our field adjusters from Engle Martin are staged nearby with all contact and policy information for each member so that they can provide damage



inspections immediately after a storm. Engle Martin uses cutting edge drone technology to identify damage mitigation opportunities that you may not have known existed. The EM adjusters also have access to prior appraisals and COPE data which helps streamline and expedite the claims process. This real time response enables us to get advance claim payments in your hands **within days**.



Preferred has partnered with First Onsite Property Restoration company to provide **turn-key emergency response mitigation and property restoration** with a 24/7 response including holidays and weekends. Their project managers will complete an initial

scope and get the equipment you need to get back up and running immediately. First Onsite can supply backup generators, portables or temporary structures, and anything else you need. The project manager from First Onsite will provide a seamless delivery of service to get you back to your pre-disaster state. If your preference instead is a local contractor, you can use any vendor that you choose or select from our preapproved list of vendors. Payments can be made directly to vendors for a seamless process.

To finalize your claim, we provide a claim resolution packet which includes all documentation to support your claim in addition to FEMA closeout assistance.

LIABILITY DEFENSE PANEL

Roper, P.A.
 2707 E. Jefferson Street
 Orlando, FL 32803
 (407) 897-5150
www.roparpa.com

Brionez & Brionez, P.A.
 322 W. Burleigh Blvd
 Tavares, FL 32778
 (352) 432-4044
www.bblawfl.com

Carr Allison
 305 S. Gadsden St.
 Tallahassee, FL 32301
 (850) 222-2107

208 N. Laura Street
 Suite 1100
 Jacksonville, FL 32202
 (904) 328-6456
www.carrallison.com

Kelley Kronenberg
 1475 Centrepark Blvd,
 Suite 275
 West Palm Beach, FL 33401
 (561) 684-5956
 Tampa/ Jacksonville/ Fort
 Lauderdale Locations
www.kelleykronenberg.com

Quintairos, Prieto, Wood & Boyer, P.A.
 4190 Belfort Rd, Suite 450
 Jacksonville, FL 32216
 (904) 354-5500
www.gpwblaw.com

Roberts, Reynolds, Bedard & Tuzzio, P.A.
 470 Columbia Drive
 West Palm Beach, FL 33409
 (561) 688-6560
www.rrbpa.com

5237 Summerlin Commons
 Blvd.
 Ft. Myers, FL 33907
 (239) 275-2268
www.rrbpa.com

Rumberger, Kirk & Caldwell P.A.
 101 N. Monroe Street,
 Suite 120
 Tallahassee, FL 32301
 (850) 222-6550
www.rumberger.com

Llopiz Wizel
 1451 W Cypress Creek Rd
 Suite 300
 Fort Lauderdale, FL 33309
 (754) 312-7389
www.l-wfirm.com

Unice, Salzman & Jensen, P.A.
 1815 Little Road
 Trinity, FL 34655
 (727) 723-3772
www.unicesalzman.com

Warner Law Firm, P.A.
 501 W 11th St.
 Panama City, FL 32401
 (850) 784-7772
limwarner@warnerlaw.us

Walton, Lantaff, Schroeder & Carson LLP
 931 Village Blvd, Suite 905
 West Palm Beach, FL 33401
 (561) 689-6700
www.waltonlantaff.com

Weiss, Serota, Helfman, Cole & Bierman
 2525 Ponce De Leon Blvd,
 Suite 700
 Coral Gables, FL 33134
 (305) 854-0800
www.wsh-law.com



WORKERS' COMPENSATION DEFENSE PANEL

**Barbas, Nunez, Sanders,
Butler & Hovsepian**
1802 W. Cleveland Street
Tampa, Florida 33606
(813) 279-2686
www.barbaslaw.com

Roper, P.A.
2707 E. Jefferson Street
Orlando, FL 32803
(407) 897-5150
www.roparpa.com

Chartwell Law Offices, LLP
2984 Wellington Circle
Tallahassee, FL 32309
(850) 668-7900

833 Highland Avenue, Suite 202
Orlando, FL 32803
(407) 203-3600
www.chartwelllaw.com

Cole, Stone & Stoudemire, P.A.
201 North Hogan Street #400
Jacksonville, FL 32202
(904) 352-9664

Hernandez, Hicks & Valois
5800 N. Andrews Avenue
Ft. Lauderdale, Florida 33309
(954) 938-1920
dhernandez@hhdefense.com

Kelley Kronenberg
10245 Centurion Pkwy N. Suite 300
Jacksonville, FL 32256
(904) 549-7700
www.kelleykronenberg.com

Public Entity Legal Solutions
P.O. Box 958464
Lake Mary, FL 32795
(321) 832-1400
ghelm@pelsusa.com
www.bha-law.com

Walton, Lantaff, Schroeder & Carson LLP
931 Village Blvd, Suite 905
West Palm Beach, FL 33401
(561) 689-6700
www.waltonlantaff.com

COVERAGE ADVANTAGES

Superior Windstorm Coverage - While other risk pools exclude wharves, piers, docks, signs, antennas, and communication towers, our program provides wind coverage for these scheduled locations.

Preferred property program is a shared limit. We purchase excess of loss insurance above the AIR 250-year storm modeling results. In our 22 years of operation and responding to numerous windstorm events, Preferred's total losses have never exceeded the shared limit purchased

Most competitive windstorm deductibles in the state.

No wind exclusions for locations near the coast.

No additional premium charged for property locations acquired during the year, no cap in value.

Property in the open (PITO) coverage is provided up to 1,000 feet of an existing location with no valuation restrictions.

Blanket Inland Marine Coverage for individual equipment valued less than \$25,000.

\$100,000 of Non-Monetary coverage for Injunctive Relief, EEOC, Public Records and Inverse Condemnation allegations.

Professional Liability offered on either claims made or occurrence form.

Cyber Liability limits up to \$2,000,000 for both 1st and 3rd party claims.

Available Limits up to \$10,000,000 on all liability lines.

Public Officials and Employment Practices liability with no aggregate limit.

Defense costs are outside of the limit of liability, deductible does not apply to defense.

Deadly Weapon protection coverage free of charge. Crisis Response provided by CrisisRisk, a leading national response firm.

Unmanned Aircraft (Drone) Liability coverage of \$500,000.

PROPOSAL ACCEPTANCE

INSURED

Anastasia Mosquito Control

- ☐ As presented (all lines)
- ☐ With changes noted below

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

Print Name

Title

Signature

Date

GLOSSARY OF TERMS

General Liability - A type of business insurance that helps cover claims that your company caused bodily injury to someone else or property damage to another person's belongings. General liability insurance is also known as commercial general liability insurance or business liability insurance.

Property Insurance - Business property insurance helps protect your company's building and equipment. This coverage applies whether it's owned or rented property.

Business Personal Property - Business personal property includes items your business owns such as inventory, equipment, and furniture.

Business Owner's Policy (BOP) - A Business Owner's Policy includes three essential coverages many business owners need to help protect them from claims of bodily injury or property damage to others. A BOP includes: General liability insurance, Business income insurance, Commercial property insurance

Builder's Risk Insurance - A specialized type of property insurance that helps protect buildings that are under construction. Builder's risk insurance is also known as course of construction insurance.

Business Income Insurance - Business income insurance helps replace your lost income if you can't run your operations because of covered property damage.

Business Interruption Insurance - Business interruption insurance is another name for business income insurance. It helps replace your business' lost income if you can't run your operations due to covered property damage.

Commercial Auto Insurance - If you or your employees use a car to drive for business, commercial auto insurance can help protect you on the road. It can help cover another person's injuries or property damage if an accident happens.

Commercial Flood Insurance - Commercial flood insurance helps protect your business from flood damage. You'll have to get this as a separate policy because a commercial property insurance policy usually doesn't cover these kinds of claims.

Commercial Umbrella Insurance - Commercial umbrella insurance extends the coverage limits of certain liability policies, such as general liability insurance. So, if a general liability claim costs more than your limit, this type of insurance can help pay the difference.

Cyber Liability - Cyber liability insurance includes a bundle of coverages to help your business respond to and recover from a cyberattack.

Directors and Officers Liability Insurance (D&O) - This insurance helps protect your directors' and officers' personal assets if someone sues them claiming wrongful acts in managing the business. D&O insurance can help pay for: Legal fees, Settlements, Judgments

Employer's Liability Insurance - Employer's liability insurance helps protect your business if an employee sues you after getting a work-related injury or illness that's not covered by workers' compensation insurance.

GLOSSARY CONTINUED

Employment Practices Liability Insurance (EPLI) - Employment practices liability insurance helps protect your business if a former or current employee sues you for employment-related claims such as harassment, discrimination or wrongful termination.

Equipment Breakdown Coverage - Typically included in commercial property insurance, equipment breakdown coverage helps repair or replace your business' property that uses electricity or operates through a pressure system if it breaks down due to causes like mechanical breakdown or a power surge.

Errors and Omissions Insurance (E&O) - Errors and omissions insurance helps protect your business if a client sues you for mistakes in the professional services given to them. This coverage is also known as professional liability insurance.

Extended Reporting Period (ERP) - An extended reporting period helps cover claims made against your business after your coverage expires. Businesses can buy this option after canceling coverage or when an insurer doesn't renew the policy. Another name for the ERP is tail coverage.

Extra Expense Coverage - Extra expense coverage helps pay for certain costs that your business has if it cannot operate after covered property damage. It can help pay expenses that keep your operations running after covered property damage. This could include utility bills, rent and payroll, as well as expedited shipping for replacement property or renting a temporary location.

Fidelity Bonds - Fidelity bonds help protect your business from losses if your employee conducts a fraudulent act.

Fiduciary Liability Insurance - Fiduciary liability insurance helps protect your business from lawsuits claiming the mismanagement of employee benefit plans.

Hired and Non-Owned Auto Insurance - Hired and non-owned auto insurance helps protect your employees if they drive their own personal vehicles or a rental car in the company's name for business.

Inland Marine Insurance - Inland marine insurance covers a range of specialized property that may be transported over land, such as: Medical diagnostic equipment, Fine art, Solar energy equipment

This coverage also helps protect property used for transportation or communication, like: Commuter rail systems, Cell phone towers

Marine Insurance - Ocean marine insurance helps protect a business' property and employees while transporting goods over water. This coverage applies to domestic and abroad travel and helps protect: Merchandise, Workers, Passengers, Crews, Shipping vessels, Cargo storage

Prior Acts Coverage - If you change insurance carriers, prior acts coverage helps protect your business from claims for events that occurred during an old policy.

Professional Liability Insurance - Helps cover claims that your business made a mistake in the professional services given to a client. Professional liability insurance is also known as errors and omissions (E&O) insurance.

GLOSSARY CONTINUED

Replacement Value - Replacement value is the cost it'll take to replace property with the same or similar property.

Retroactive Date - A feature in claims-made insurance policies. It helps protect your business from claims reported for incidents that occurred on or after a specific date.

Surety Bonds - Surety bonds involve three parties. It's a contract where one party will take on the financial responsibility of another party if they're unable to pay.

Tail Coverage - Helps cover claims reported after a business' policy expires. The claim has to be for an incident that occurred during the policy period to be eligible for coverage. Tail coverage is also known as an extended reporting period.

Vicarious Liability - Vicarious liability means your business can be liable for the actions of a third party, such as your employees or contractors you work with.

Workers' Compensation Insurance - Workers' compensation insurance gives employees benefits to help them recover from a work-related injury or illness. Most states require employers to carry this type of business insurance.



PO Drawer 3807
Saint Augustine, FL 32085-3807

LET'S GET SOCIAL



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

2023 MEMO

DISTRICT DIRECTOR

Dr. Rui-De Xue



BOARD OF COMMISSIONERS:

Gayle Gardner, Chairperson
Trish Becker, Vice-Chairperson
Gina LeBlacc, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Martha Gleason, Commissioner

TO: Board of Commissioners

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

DATE: September 14, 2023

RE: Committee recommendation for Agent of Record, Health, Life, Dental, Vision

A request for proposal was released by AMCD for an Agent of Record for Health, Life, Dental & Vision Insurance August 1, 2023 and was open for four weeks. Copies of the RFP were sent to all AMCD insurance representatives, advertised in the legal section of the St. Augustine Record, placed on the Demandstar government bid site and placed on the AMCD web site. Two proposals were returned to AMCD from Herbie Wiles and Brown & Brown.

The RFP packages were opened August 28, 2023 at 8:00 AM by the review committee, Richard Weaver, Dr. Whitney Qualls, Scott Hanna, Aye McKinney and Rick Stockley. Proposals were reviewed and ranked using criteria from the request package and information supplied by the proposers. The ranking was as followed:

1. Herbi Wiles 99.2
2. Brown & Brown 84.0

The Committee recommends that the AMCD Board of Commissioners retain Herbi Wiles as the districts Agent of Record for Health, Life Dental and Vision.

Attachment 22/23-5-1 RANKING FORM (RFP 22/23-5)

Firm Name Herbi WilcoDate 8/28/23**Introduction/Cover Letter**

Provide no more than a 1-page letter of introduction. The letter should highlight or summarize whatever information you deem appropriate as a cover letter, but at the least, this section should include the name, address, telephone number, and e-mail address of one contact to whom any correspondence should be directed.

Agency chosen must be licensed in the State of Florida.

Award points on a scale of 1 to 10 with 5 points awarded for full and correct information provided and 5 points for being a licensed agent in the state of Florida.

Points awarded 10**Business Organization**

In this section, you should describe your business organization and who will serve as AMCD's agent of record. Please provide a detailed resume or CV for the person or persons who will be primarily responsible for representation of the district.

Award points on a scale of 1 to 10 with points awarded for full and correct information provided

Points awarded 9.8**Firm Experience / Capability**

In this section, please provide a list of your firm's work experience dealing with local government, special districts and, if any, mosquito control districts. Experience with the types of insurance coverage requested.

Award points on a scale of 1 to 25 with 10 points awarded for firms overall experience and 10 points for experience working with local government and special districts and 5 points for working with mosquito control districts

Points awarded 24.8**References**

Please provide three names of professional reference, including contact information.

Award points on a scale of 1 to 20 with points awarded for providing positive references

Points awarded 19.6**Claim Response**

Please provide description of the normal claim process and who will be responsible for working with AMCD staff for each insurance plan. You may also present any other information about claims or the claim process in this section.

Award points on a scale of 1 to 15 with points awarded for quality of claim performance

Points awarded 15**Local Firm**

The district tries to hire local business to provide services to the district. Please state if you are a St. Johns County based business and if not the city/county and state that the office that will be servicing AMCD is located and the city/county and state that the home office is located.

Award points on a scale of 1 to 20 with points 10 awarded for St. Johns County business and 10 points for in state business

Points awarded 20

Were there any exceptions to the RFP document? Yes ☒ No ☐ (if Yes list below)

Total points 99.2Ranking 1**Committee Members**

Richard Weaver

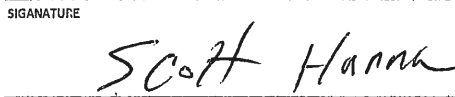
PRINT NAME



SIGNATURE

Scott Hanna

PRINT NAME



SIGNATURE

Aye McKinney

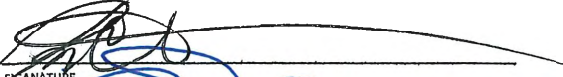
PRINT NAME



SIGNATURE

Bicky Stoddy

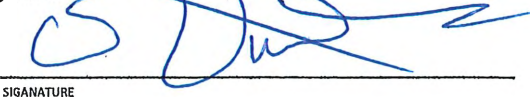
PRINT NAME



SIGNATURE

Whitney Qualls

PRINT NAME



SIGNATURE

Attachment 22/23-5-1 RANKING FORM (RFP 22/23-5)

Firm Name Brown + BrownDate 8/28/23**Introduction/Cover Letter**

Provide no more than a 1-page letter of introduction. The letter should highlight or summarize whatever information you deem appropriate as a cover letter, but at the least, this section should include the name, address, telephone number, and e-mail address of one contact to whom any correspondence should be directed.

Agency chosen must be licensed in the State of Florida.

Award points on a scale of 1 to 10 with 5 points awarded for full and correct information provided and 5 points for being a licensed agent in the state of Florida.

Points awarded 10**Business Organization**

In this section, you should describe your business organization and who will serve as AMCD's agent of record. Please provide a detailed resume or CV for the person or persons who will be primarily responsible for representation of the district.

Award points on a scale of 1 to 10 with points awarded for full and correct information provided

Points awarded 9.6**Firm Experience / Capability**

In this section, please provide a list of your firm's work experience dealing with local government, special districts and, if any, mosquito control districts. Experience with the types of insurance coverage requested.

Award points on a scale of 1 to 25 with 10 points awarded for firms overall experience and 10 points for experience working with local government and special districts and 5 points for working with mosquito control districts

Points awarded 99.6**References**

Please provide three names of professional reference, including contact information.

Award points on a scale of 1 to 20 with points awarded for providing positive references

Points awarded 20**Claim Response**

Please provide description of the normal claim process and who will be responsible for working with AMCD staff for each insurance plan. You may also present any other information about claims or the claim process in this section.

Award points on a scale of 1 to 15 with points awarded for quality of claim performance

Points awarded ~~11.8~~ 11.8**Local Firm**

The district tries to hire local business to provide services to the district. Please state if you are a St. Johns County based business and if not the city/county and state that the office that will be servicing AMCD is located and the city/county and state that the home office is located.

Award points on a scale of 1 to 20 with points 10 awarded for St. Johns County business and 10 points for in state business

Points awarded 13

Were there any exceptions to the RFP document? Yes No (If Yes list below)

Total points 84Ranking 2**Committee Members**

Richard Weaver
PRINT NAME

[Signature]
SIGNATURE

Rob Stickle
PRINT NAME

[Signature]
SIGNATURE

Aye McKinney
PRINT NAME

[Signature]
SIGNATURE

Scott Hanna
PRINT NAME

[Signature]
SIGNATURE

Whitney Qualls
PRINT NAME

[Signature]
SIGNATURE

Donald J. Lohr – Herbie Wiles Insurance

400 N Ponce De Leon Blvd • St. Augustine, FL 32084 • (904) 829-2201



08/23/2023

Dr. Rui-De Xue
Director
Board of Commissioners of Anastasia Mosquito
Control District of St. Johns County

120 EOC Drive
St. Augustine, FL 32092

Dear Dr. Xue and Commissioners,

It is with great pleasure that I submit the enclosed proposal for consideration as the Insurance Agent for the Anastasia Mosquito Control District's employee benefit plans. As the incumbent Agent of Record for Anastasia Mosquito Control District's benefit plans, I am grateful for the two decades of having the privilege to serve the District and its' employees. I have always strived to provide the highest level of guidance, service, and products to the District.

Our firm, Herbie Wiles Insurance, is a leading insurance and employee benefits agency in NE Florida. We take immense pride in our strong relationships with our clients. We are a licensed insurance agency in the State of Florida. We have proudly served the St. Johns County community and surrounding areas since 1961. Our motto of 'The House That Trust Built' continues to be a core business philosophy of our entire staff. If appointed as the Agent of Record again, I will personally be the agent who is responsible for the District's employee benefit programs, as I am currently. I look forward to an opportunity to continue to provide excellent service and consulting to the District.

Thank you for your consideration. Take care.

Sincerely,

Donald J. Lohr – Herbie Wiles Insurance

Executive Agent

dlohr@herbiawiles.com • (904) 209-3833



Employee Benefits Consulting and Brokerage Services

"REQUEST FOR PROPOSAL FY22/23-5, Herbie Wiles Insurance". For the REQUEST FOR PROPOSAL FOR AN INSURANCE AGENCY THAT WILL BECOME AMCD'S AGENT OF RECORD FOR, AND PROVIDE: HEALTH, LIFE, DENTAL, AND OPTIONAL VISION INSURANCE



Herbie Wiles Insurance
400 N Ponce De Leon Blvd.
St. Augustine, FL 32084



ANASTASIA MOSQUITO
CONTROL DISTRICT
of St. Johns County



Business Organization

Herbie Wiles Insurance

History & Structure

Herbie Wiles Insurance (a division of Foundation Risk Partners) (FRP), founded in 1961, a privately held brokerage and consulting firm that is headquartered in St. Augustine, Florida. Foundation Risk Partners has a National presence in all 50 states with more than 2,000 employees in 131 offices. We are among the 20th largest insurance consulting and brokerage firms in the United States and among the fastest growing insurance agencies in the country.

Herbie Wiles Insurance is built upon a tradition of integrity, Client-Focused Partnerships, industry leadership, and excellence. We are committed to delivering tailored benefit solutions with thoughtful strategic planning, valuable professional services and technology-based solutions that result in sustained customer and employee satisfaction. Through initiative and follow-through, we help our customers find answers, implement solutions, and anticipate consequences.

Herbie Wiles Insurance provides services to 97+ group benefit clients, of which 30 are similar in size to Anastasia Mosquito Control District.

Herbie Wiles Insurance has assembled the finest staff of benefits professionals whose experience is matched by their intelligence and integrity. We further arm them with continuous education, training and cutting-edge technical resources. These highly specialized consultants have helped us build our reputation for excellence and fuel for our growth.

Agent of Record

Current & Proposed Agent of Record for Anastasia Mosquito Control District: **Donald J. Lohr**

Education:

St. Augustine High School, Class of 1980

Flagler College, BA - Business Administration

218 and 220 Licensed Insurance Agent - State of Florida since 1987

Employment:

Herbie Wiles Insurance 2007 - Present Executive Agent



Business Organization - continued

Agent of Record

Employment:

The Pinnacle Group 1997 - 2007 Owner/Officer of Full Service Insurance Agency (sold to HWI)

Professional Development:

Founding member of National Association for Health Underwriters (NAHU)

Current member of National Association of Benefits and Insurance Professionals (NABIP)

Community Service:

Past board member and past President of St. Augustine YMCA

Past board member of ARC of St. Johns County

Past committee member for Young Life of St. Johns County

Current volunteer team leader of Young Life at Florida School for Deaf and Blind (20+ years)



Firm Experience / Capabilities

For almost two decades, Don Lohr has represented the Anastasia Mosquito Control District's employee benefit plans. Don is the incumbent agent and has been instrumental in implementing the qualify plans and competitive rates currently provided to the District employees. Don has worked diligently to ensure that no stone is left unturned when it comes to the best solutions each policy year, from a qualify and cost standpoint. Don and his team shop the markets thoroughly each year and meets with the Director and Insurance Committee to review and discuss various options as part of the renewal process. Then Don attends the Board meeting to present the benefit plans to the Commissioners and answer any questions or concerns they might have. Don is hands on throughout the year for assisting Anastasia Mosquito Control District administration with enrollment needs, questions, and concerns.

It was under Don's recommendation that the District adopted a Health Savings Account (HSA) group medical program, a number of years ago. That HSA strategy has been highly effective in keeping the cost of the medical premiums at a lower rate than prior years. Due to that effective strategy, the District's rates have experienced low to mid-single digit rate changes annually, while the rest of the market typically experiences high single to double digit increases. And, the Anastasia Mosquito Control District employees whom participate in the HSA medical plan have been able to bank unused dollars for future health care needs, or even for retirement.

Don has over 36 years of experience in group employee benefits consulting and solution design, for employers of 2-300 employees, in a multitude of industry segments and scopes of business, including non-profits. Anastasia Mosquito Control District is the only mosquito control district we represent at this time. Under Don's leadership, our Employee Benefits Team currently manages the group plans of more than 90 employers. Many are here in St. Johns County, so Don understands their needs since he is not only their agent, but also their neighbor. Don's phone and office is open to any employer, employee or their dependents, anytime, to assist with their questions or concerns. The customer service platform of Don and his team is second to none, just ask Scott Hanna if he agrees!



Firm Experience / Capabilities - continued

Herbie Wiles Insurance has a reputation for excellence in the products and services we offer. We provide a full range of brokerage services including employee benefits, property and casualty, personal lines, and life products and services.

We think globally but act locally, with personal services designed specifically for each individual client. Herbie Wiles Insurance shares information and resources with national networks of brokers to ensure we can meet your every need and find answers to your questions quickly and efficiently.

Our Value Proposition

Our goal is to achieve a long-term relationship focused on bringing value to your employee benefits management and insurance programs. We are committed to utilizing our collective talent to support your insurance goals.

Herbie Wiles Insurance uses three core principles to manage your employee benefits plans: we provide professional value-added services based on strategic planning, five-star service, and cutting edge technology.

In addition to our own professional staff and value-added services, our firm can provide a wealth of resources to our clients through prestigious national affiliations, to include our parent company Foundation Risk Partners Company, Acentria Insurance, NAHU, FAIA, Rogers Benefit Group, and BenefitMall.

Herbie Wiles Insurance has top agency presence in the marketplace, moreover, under our Foundation Risk Partners Company umbrella, we are one of the top agencies (#25) in the US and have top tier contracts with most carriers. Our carrier partners and licenses are with United Healthcare, Florida Blue and Blue Cross Blue Shield (Anthem), Aetna, Humana, Principal, Guardian, Unum, United Concordia, Colonial Benefits, Allstate, Transamerica (workplace), MetLife, and more. These carriers are with whom we market and place bids more often, based on their market rating and customer satisfaction rating. Herbie Wiles Insurance annually reviews other carriers in the market to offer the most competitive, up-to-date products and services.

Fees & Commissions

Herbie Wiles Insurance receives commissions from each carrier, depending on the products, which are set by the carrier. We do not charge fees over and above our commissions from the carriers. We do not base client or carrier relationships or recommendations on the amount of commissions they generate. We treat all clients the same, regardless of the level of commission generated. In the small group market (less than 50 employees), the commissions are set, the agent cannot control or adjust them. We pride ourselves on excellent service regardless of commission volume.



Firm Experience / Capabilities - continued

As required by State and Federal regulations, Herbie Wiles Insurance/FRP promotes pricing transparency for commissions received by carriers and communicates our compensation structure to our clients.

Consulting Team

The team of professionals we will assign to Anastasia Mosquito Control District is dedicated to using their experience and expertise to meet your objectives and is committed to anticipating and fulfilling your needs. Our account team includes:

Donald J. Lohr, Account Agent with over 36 years in Employee Benefits (Licensed Agent since 1987, with Herbie Wiles Insurance since 2007) T-(904) 209-3833; dlohr@herbiwiles.com

Victoria Booth-Alexander, Account Manager with over 18 years in Employee Benefits (Licensed Agent since 2004, with Herbie Wiles Insurance since 2011) T-(904) 209-3820; valexander@herbiwiles.com

Don and Victoria will collaborate and leverage their combined 54 years of insurance experience to provide you the most tailored employee benefits options. Our team is taking training classes monthly and meeting with carriers every week to stay on top of the best options available.

Carrier Analysis/Situation Analysis

You face many employee benefit challenges, including internal resources, time management, employee education, compliance with federal and state legislation, trend increases, pharmacy costs, and increased litigation activity. This demanding environment dictates a change in the way you purchase and manage your insurance programs. To compete in your marketplace, you must adopt a total-cost-of-employee-benefits management philosophy based on data-driven decisions and globally positioned communications. We specialize in evaluating, negotiating with, and recommending insurers and providers to our clients, and we employ rigorous selection criteria and performance objectives when considering a vendor.

Plan Implementation

Securing the best insurance package for your business begins with planning. Analyzing all your risks is critical to the successful implementation of your employer group benefits. Herbie Wiles Insurance will continue to partner with you by providing ongoing assistance, consultation, and service that will help you control your insurance expenses, choose the best plan to fit your company's needs, and promote health care consumerism.

Communications

Understanding the increased complexity of employee benefits is a challenge. Staying abreast of the issues you face and developing strategies to meet the constant demands of business can give you a competitive edge. Herbie Wiles Insurance's communication programs will help you stay on top of the changes affecting the employee benefits industry.



Firm Experience / Capabilities - continued

Compliance Resources

Do you find it difficult to keep up with legislation affecting insurance, your industry and your business? Herbie Wiles Insurance can provide Legislative Brief educational articles to help you understand important regulations and stay in compliance. Our materials cover health care reform, COBRA, HIPAA, FMLA, Medicare Part D, ADA, state-specific legislation, and more. We have third party Cobra vendors who can provide Cobra administration for groups subject to Cobra (20+ employees on payroll). We offer the support that your HR department needs, including educational articles on important HR issues, plus tools such as surveys, checklists, letters, and forms. In addition, we can provide a comprehensive web-based human resources tool to help you develop policies unique to your company.

Employee Satisfaction

Employee satisfaction is paramount to retaining top employees. Herbie Wiles Insurance can provide you web-based resources and tools to support your recruiting, retention, and termination needs. In addition, you will have access to fully customizable benefits statements to educate employees on the full value of their benefits and increase employee appreciation of their total compensation.

Enrollment Tools

Open enrollment is an overwhelming time for HR departments and employees alike. Our educational materials, tools, and communications can help streamline and simplify the process for your company and employees. Herbie Wiles Insurance has started rolling out Employee Navigator to our employee benefit customers, as an online Open Enrollment portal.

Employee Benefit Communications

Many employees do not take full advantage of their benefits because they do not understand them. Educate employees about your benefits and how to best use their plan with a range of materials from Herbie Wiles Insurance. Plus, our communications can help employees understand how various laws impact them and their families, such as health care reform, COBRA and FMLA.

Workplace Wellness

Herbie Wiles Insurance can provide Anastasia Mosquito Control District with web-based resources and tools to implement a Workplace Wellness program.

Plan Design Resources

Choosing the right plan design is vital, both in terms of cost and to stay competitive with your recruiting and retention efforts. We offer a series of educational articles covering various plan design types and topics, including voluntary benefits. In addition, you will have access to valuable benchmarking information, so you can see how your plan offerings compare to other employers.



Firm Experience / Capabilities - continued

Our Commitment to Service

We would appreciate the opportunity to continue to work with your company, and to help you meet your insurance and employee benefits objectives. In order to adapt to the changing needs of your organization, we have invested in top-notch talent and cutting-edge technology. We take nothing for granted and will always work to ensure your best interests are achieved.

In all decisions and advice, we try to save you money and be more efficient. This can be achieved through proper implementation and management of your benefits programs with a understanding of your company's multi-year goals.

Account Service Team

All our clients are assigned to a team of professionals who are dedicated to providing a wealth of resources to serve their needs. Our professionals pride themselves on excellent service, and they are dedicated to using their experience and expertise to meet our clients' benefits objectives. Your account team's goal is to help you save money, and they are committed to anticipating and fulfilling your needs and concerns.



References

Betty Griffin Center

Kelly Franklin, Executive Director
2450 Old Moultrie Rd Ste. 202 - St. Augustine, FL 32086
(904) 808-8544 - kellyf@bettygriffincenter.org

Action Title Services of St. Johns County, Inc.

Craig M. Herzog, CLC
3670 US 1 South Ste. 110 - . Augustine, FL 32086
(904) 797-4777 - craig@actiontitlestjohns.com

Solar Stik, Inc.

Hannah Parnofiello, HR and Sr. Administration Mgr.
13 N Leonardi St - St. Augustine, FL 32084
(812) 344-9520 - hparnofiello@solarstik.com



Claims Response

In the small group employee benefits marketplace (2-50 employees), each insurance company processes the claims for the covered employees. The companies we recommend and utilize have proven track records of excellent claims processing procedures and protocols. We factor claims response times in as part of due diligence when considering which carriers to use each policy year.

Anastasia Mosquito Control District has had very low claims response issues over the years that Don has represented the benefit plans. But, if and when a claim issue arises, Don and his teammate are immediately on the issue. And, the relationship we have with each of our insurance carriers, along with our affiliation with national benefit administration teams, BenefitMall and Rogers Benefit Group, ensure quick resolution to any claims issues.

Claims Response Team:

Donald J. Lohr - dlohr@herbiewiles.com - (904) 209-3833 or (904) 540-1896

Victoria Alexander - valexander@herbiewiles.com - (904) 209-3820



Local Firm

Herbie Wiles Insurance was founded in 1961, and is a privately held brokerage and consulting firm that is headquartered in St. Augustine, Florida.

Herbie Wiles Insurance (aka "The House That Trust Built") has been serving the St. Johns County community at the same address since it opened its doors in 1961. We are proud of our community and take great pride in serving it.

CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (printed name) DOUGLASS F. WILES am the
(title) PRESIDENT and the duly authorized representative of the firm of
(firm name) HERBIE WILES INSURANCE whose address is
400 N. PONCE DE LEON BLVD
ST. AUGUSTINE, FL 32084, and that I
possess the legal authority to make this affidavit on behalf of myself and the firm for
which I am acting; and,
2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of
interest, real or apparent, due to ownership, other clients, contracts, or interests associated
with this project; and,
3. Neither the business nor any authorized representative or significant stakeholder of the
business has been determined by judicial or administrative board action to be in
noncompliance with or in violation of any provision of the Anastasia Mosquito Control
District nor has any outstanding past due debt to the Anastasia Mosquito Control District;
and
4. This proposal is made without prior understanding, agreement, or connection with any
corporation, firm, or person submitting a proposal for the same services, and is in all
respects fair and without collusion or fraud.

Signature: Douglas F. Wiles

Printed Name: DOUGLASS F. WILES

Firm Name: HERBIE WILES INSURANCE

Date: AUGUSTINE, FL 32084

Sworn to and subscribed before me this 18th day of August 2023.

Personally known

OR Produced identification _____ Notary Public-State of Florida

My Commission expires 10-29-25

(Type of Identification) _____

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

Cathy Pruitt



FLORIDA DEPARTMENT of FINANCIAL SERVICES

FOUNDATION RISK PARTNERS, CORP.

DBA HERBIE WILES INSURANCE
400 NORTH PONCE DE LEON BLVD
ST. AUGUSTINE FL 32804

Agency License Number L100460

Issued On 09/22/2017

Pursuant To Section 626.0428, Florida Statutes, This Agency Location Shall Be In The Active
Full-Time Charge Of A Licensed And Appointed Agent Holding The Required Agent Licenses To
Transact The Lines Of Insurance Being Handled At This Location

Pursuant To Subsection 626.172(4), Florida Statutes, Each Agency Location Must Display The License
Prominently In A Manner That Makes It Clearly Visible To Any Customer Or Potential Customer Who
Enters The Agency Location.



Jimmy Patronis
Chief Financial Officer
State of Florida



FOUNRIS-04

JTHOMAS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/3/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # L100460 Foundation Risk Partners, Corp. dba Foundation Risk Partners 1540 Cornerstone Blvd., Suite 200 Daytona Beach, FL 32117	CONTACT NAME:	
	PHONE (A/C, No, Ext): (386) 677-4761	FAX (A/C, No): (386) 673-5370
	E-MAIL ADDRESS: email@HIPFlorida.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Nautilus Insurance Company	17370
INSURED Foundation Risk Partners, Corp. c/o Acentria Insurance 4634 Gulfstarr Drive Destin, FL 32541	INSURER B : Admiral Insurance Company	24856
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Errors & Omissions			INS9065697-0423	4/1/2023	4/1/2024	Each Claim/Agg 5,000,000
B	Errors & Omissions			XE000000937-01	4/1/2023	4/1/2024	Ea Claim/Aggregate 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Named Insureds:
FRP Investors, L.P.
FRP Investors II, L.P.
FRP Holdings, Corp.
FRP Parent, Corp.
FRP Parent II, Corp.
Foundation Risk Partners, Corp.
SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

CANCELLATION

Foundation Risk Partners, Corp. dba Herbie Wiles Insurance
400 N Ponce De Leon Blvd
Saint Augustine, FL 32084

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Chad H. Lybb

Anastasia Mosquito Control District



RFP #22/23-5

**RFP for an Insurance Agency that will Become
AMCD's Agent of Record for, and Provide: Health,
Life, Dental and Optional Vision Insurance**

Response Prepared By:

Risk Management Associates, Inc. dba
A wholly owned subsidiary of Brown & Brown, Inc.
Brown & Brown Public Sector

Melanie Stegall – Employee Benefits Advisor
300 North Beach Street
Daytona Beach, FL 32114
(386) 239-5779

Submittal Date: August 25, 2023 at 4:00 PM

COPY



Brown & Brown

Anastasia Mosquito Control District of St. Johns County Request for Proposal 22/23-5

**For The Request for Proposal for an Insurance Agency That Will Become
AMCD's Agent Of Record for, and Provide: Health, Life, Dental and Optional
Vision Insurance**

	<u>Section</u>
Introduction / Cover Letter	1
Business Organization	2
Firm Experience / Capability	3
References	4
Claim Response	5
Local Firm	6
Miscellaneous	7
Conflict Of Interest Form	8
Attachments	9
Sample Renewal Proposal	
Sample Renewal Questionnaire	
Sample Benefit Guide	

Section 1 – Introduction/Cover Letter:

August 8, 2023

Richard Weaver
Anastasia Mosquito Control District of St. Johns County
120 EOC Drive
St. Augustine, FL 32092

RE: Request for Proposal #22/23-5, Risk Management Associate, Inc.

Dear Mr. Weaver:

On behalf of Risk Management Associates, Inc., a wholly owned subsidiary of Brown & Brown, Inc., we are pleased to submit our proposal for Anastasia Mosquito Control District of St. Johns County's RFP #FY22/23-5 for an Insurance Agency that will become AMCD's Agent of Record. We trust that you will find our response to be concise in demonstrating our understanding of AMCD's solicitation for a qualified, professional employee benefits consultant.

It is our intent to demonstrate our firm's willingness and ability to provide the requested services as outlined in this bid response. Every effort was made to concisely provide all requested information, all required completed forms, and succinctly illustrate our understanding of the required scope of services as well as other services provided by or recommended by Brown & Brown.

We thank the Selection Committee, in advance, for your review and consideration of our response. We are excited for the opportunity to work with AMCD and are confident that a partnership with Brown & Brown will yield significant cost savings and increase employee satisfaction with the benefit plans.

I, Matthew Montgomery, am authorized to negotiate and contractually obligate Brown & Brown. I can be reached at:

300 North Beach Street
Daytona Beach, FL 32114
Email: Matt.Montgomery@bbrown.com | Direct: (386) 239-7245

We are available at the request of AMCD to participate in any oral interviews. Please feel free to contact me should you need further clarification of our proposal.

Sincerely,



Matthew Montgomery
Executive Vice President

FLORIDA DEPARTMENT of FINANCIAL SERVICES

RISK MANAGEMENT ASSOCIATES, INC. DBA PUBLIC
RISK INSURANCE ADVISORS

300 NORTH BEACH ST
DAYTONA BEACH FL 32114

Agency License Number L018706

Location Number: 133164

Issued On 09/14/2006

Pursuant To Section 626.0428, Florida Statutes, This Agency Location Shall Be In The Active Full-Time Charge Of A Licensed And Appointed Agent Holding The Required Agent Licenses To Transact The Lines Of Insurance Being Handled At This Location.

Pursuant To Subsection 626.172(4), Florida Statutes, Each Agency Location Must Display The License Prominently In A Manner That Makes It Clearly Visible To Any Customer Or Potential Customer Who Enters The Agency Location.



Jimmy Patronis
Chief Financial Officer
State of Florida

Section 2 – Business Organization:

In this section, you should describe your business organization and who will serve as AMCD's agent of record. Please provide a detailed resume or CV for the person or persons who will be primarily responsible for representation of the district.

Organizational History

Founded by the Brown family in Daytona Beach, Florida in 1939, Brown & Brown has grown into the 5th largest broker in the world. With more than 15,000 employees and more than 450 offices in the United States, England, Ireland, Canada, Grand Cayman, and Bermuda, Brown & Brown and its subsidiaries offer a broad range of insurance and reinsurance products and services to business, public entity, individual, trade and professional association clients nationwide.

Brown & Brown is a publicly traded company on the New York Stock Exchange under the stock symbol (BRO) and is also a fortunate member of the S&P500 Index.

Brown & Brown is "Built to Last" and its decentralized structure allows its offices to be proactive and to quickly react to changes according to local environments without waiting for bureaucratic approval. An important by-product of Brown & Brown's decentralized structure is that it serves to improve the quality of customer service. Each office is able to tailor its operations to fit the needs of its clients. However, we have national alignment as well. We have senior leadership dedicated solely to employee benefits, as well as a National Benefits Committee to share ideas and shape our employee benefits priorities and policies. The senior leaders and Benefits Committee sit on advisory boards of the insurance carriers and routinely meet with the insurance carriers' senior leadership teams, perform RFPs for all benefits related products and services, and are held responsible for the successful implementation of new initiatives and products.



Dedicated Executive Management Team



Melanie Stegall, GBDS, VBS

Employee Benefits Advisor

Phone: (386) 239-5779 | Email: Melanie.Stegall@bbbrown.com

Melanie Stegall is the employee benefits advisor and consultant assigned as the day-to-day contact for AMCD. She will take the lead on all projects, strategy, and deliverables for AMCD.

She began working at Brown & Brown in 2015 and focuses solely on the public sector employee benefits segment. She consistently focuses on long-term cost containment strategies, compliance managing her clients' insurance costs over the long term. She is a very hands-on and proactive consultant and works closely with her clients to establish strategies and initiatives to enhance their benefits programs.

Melanie earned her bachelor's degree in Business Administration from Kansas State University. She holds such designations as Group Benefits Disability Specialist (GBDS), Voluntary Benefits Specialist (VBS). Ms. Stegall also holds her State of Florida 2-15 License for Life, Health and Variable Annuities.



Tiffany Hill, GBDS

Employee Benefits Leader

Phone: (386) 281-6846 | Email: Tiffany.Hill@bbbrown.com

Tiffany Hill leads the Brown & Brown Public Sector Employee Benefits team and brings 10 years of experience in both Employee Benefits as well as Human Resources Management and has six years of experience in Training and Development Management in both a union and non-union environment. She is responsible for leading the team of employee benefits account representatives to ensure that all clients have a high-quality customer service experience. Ms. Hill acts as a liaison between clients and the insurance carriers to resolve escalated complex service issues that require policy interpretation while strengthening carrier relationships. Tiffany also ensures all Quality Control requirements are met.

In addition, Tiffany has extensive experience in Employee Benefits Compliance, ACA and DOL requirements. She also has experience in:

- » Employee Benefits Account Management
- » Carrier and Plan Implementation
- » Population Health Programming
- » Client Communications
- » Open Enrollment Planning and Facilitation

Ms. Hill earned a Bachelor's of Science from UMass Amherst and holds her Florida 2-15 Life, Health and Variable Annuities.



Cyndi Hansen, GBDS, VBS
Employee Benefits Specialist

Phone: (386) 333-6044 | Email: Cyndi.Hansen@bbrown.com

Cyndi Hansen will serve the day-to-day contact for AMCD's staff and employees, alongside Ms. Hochmuth. This includes the day-to-day servicing of benefits accounts, settling and tracking claims, settling any billing disputes, corresponding with human resources and directly with employees, marketing to obtain the best product and pricing for the clients. Ms. Hansen and Ms. Hochmuth will facilitate open enrollment meetings and wellness programs/health fairs for our clients, when necessary. Cyndi has 19 years of Human Resources and Employee Benefits experience. Her expertise in this area has made her an invaluable asset to our team and our clients.

Cyndi earned her bachelor's degree from the University of California, Santa Barbara. She holds such designations as Group Benefits Disability Specialist (GBDS), Voluntary Benefits Specialist (VBS) and Society for Human Resources Management (SHRM). Ms. Hansen also holds her State of Florida 2-15 License for Life, Health and Variable Annuities.



Danielle Hochmuth, GBDS, VBS
Employee Benefits Specialist

Phone: (386) 333-6089 | Email: Danielle.Hochmuth@bbrown.com

Danielle Hochmuth will as an additional daily contact to provide seamless service to AMCD's staff and employees. This includes the day-to-day servicing of benefits accounts, settling and tracking claims, settling any billing disputes, corresponding with human resources and directly with employees, marketing to obtain the best product and pricing for the clients. Ms. Hochmuth will work closely with Ms. Hansen to facilitate open enrollment meetings and wellness programs/health fairs for our clients, when necessary.

Danielle earned her bachelor's degree in business management from East Stroudsburg University. She holds such designations as Group Benefits Disability Specialist (GBDS), Voluntary Benefits Specialist (VBS). Ms. Hochmuth also holds her State of Florida 2-15 License for Life, Health and Variable Annuities.



Morgan Johnson, GBDS, VBS

Marketing Analyst

Phone: (386) 239-8866 | Email: Morgan.Johnson@bbrown.com

Morgan Johnson will serve as AMCD's dedicated Marketing Analyst. She has advanced knowledge of health insurance markets, products and identifying qualified products and appropriate carrier opportunities to improve benefits programs and manage costs. She is responsible for initiating all marketing services and approaching all markets, as appropriate, on behalf of all clients and prospects. She consistently conducts a full market search for all lines of insurance currently in place for a client, as well as any new lines of coverage requested or required due to risk exposures. She regularly tracks carrier financial status and communicates to Ms. Stegall, ensuring clients are notified in advance of any negative change in status. Morgan has over 7 years of Employee Benefits experience.

Morgan earned her Group Benefits Disability Specialist (GBDS) and Voluntary Benefits Specialist (VBS) designations. She holds her State of Florida 2-15 Life, Health and Variable Annuities license.

Marketing projects include, but are not limited to:

- » Prepare RFP for benefit coverages, gather the required information to send to carriers
- » Release bid to all carriers with detail information on requirements, answer all questions that may follow
- » Review and analyze bids when they come in and prepare formal proposals for presentation
- » Negotiate with carriers
- » Notify carriers of final decision, order benefit summaries, applications, certificates, and policies
- » Term letter to prior carrier(s)
- » Review certificates and policies to be sure they are accurate to sold benefits
- » Meet with carriers throughout the year to stay up to date with plans, trends, and continued training
- » Benchmarking the benefits program offered by local entities of similar size and scope



Matthew Montgomery
Executive Vice President

Phone: (386) 239-7245 | Email: Matt.Montgomery@bbrown.com

Matt Montgomery leads Brown & Brown Public Sector with almost 20 years of experience in Federal and State Government and more than a decade representing Florida Local Government Property, Casualty and Employee Benefits Programs.

Matt is particularly adept at aiding clients with presentations to executive staff and elected officials in order to achieve programmatic objectives around budget, Plan administration, long term vision, and industry trends.

As part of Mr. Montgomery's duties as EVP of Brown & Brown Public Sector, Matt is ultimately responsible for the entire team of professionals and the service standards and deliverables provided to our governmental clients. His philosophy is to build successful teams, procedures and results around two main themes: **Accountability and Communication**

Mr. Montgomery earned his bachelor's degree in Philosophy from Florida State University. He holds his Florida 2-15 Life, Health and Variable Annuities as well as 2-20 General Lines Agents license.



Robin Russell, ARM-P, CISR, CSRM
Director of Operations

Phone: (386) 239-4044 | Email: Robin.Russell@bbrown.com

Robin Russell oversees all day-to-day operations for support team and operational issues. She is the direct supervisor of the Specialist Teams and provides support for AMS procedures and training. Ms. Russell consistently monitors processing procedures and maintains quality control standards for the office.

Ms. Russell earned her bachelor's degree in risk management/Insurance and Finance from Florida State University. She also earned multiple designations including the Associate in Risk Management for Public Entities (ARM-P), Certified Insurance Service Representative (CISR), Certified School Risk Management (CSRM). The licenses held by Ms. Russell include Florida 2-15 Life, Health and Variable Annuities, 2-20 General Lines Agents and 1-20 Surplus Lines licenses.

Section 3: Firm Experience / Capability

In this section, please provide a list of your firm's work experience dealing with local government, special districts and, if any, mosquito control districts. Experience with the types of insurance coverage requested.

The Brown & Brown, Public Sector team is a highly specialized unit of insurance advisors 100% dedicated to delivering industry-leading brokerage and consulting services to public entities in the State of Florida. Since 1992, we have continuously refined that specialization and enhanced our services en route to becoming the largest public entity brokerage in Florida.

Brown & Brown's proactive approach includes establishing a calendar of events with our clients which maintains the insurance program in real-time and assures that all meetings and events are tracked, coordinated, and executed with the right team and resources. This includes communication expectations and reporting requirements. It is our service model to immediately identify and document customer expectations to meet those needs on a daily and on-going basis. All teammates mentioned within this response are employees of Brown & Brown, maintain proper licenses and operate out of our Daytona Beach office.

Our Daytona Beach-based Employee Benefits team is comprised of experienced innovators, with a client-first, service-focused approach. They are highly trained in public entity compliance and Florida State Statute 112.08 regarding public entity insurance placement.

Our Team is required to maintain all current licensing and continuing education requirements and strongly encourage to pursue higher education, advanced learning opportunities and professional designations such as:

- GBDS – Group Benefits Disability Specialist
- VBS – Voluntary Benefits Specialist
- GBA – Group Benefits Associate
- CEBS – Certified Employee Benefits Specialist
- CWPC – Certified Wellness Program Coordinator
- REBC – Registered Employee Benefits Consultant

Our dedicated service, marketing and analytics teams will act as an extension of the District's human resources and risk management departments. They, along with our advisors/consultants understand the unique demands and processes those public entities require. This experience and expertise in serving public entities is a factor that differentiates us from the competition.

Employee Benefits Brokerage and Consulting Experience

Below are just a few examples of how Brown & Brown has consistently provided exceptional service, program management and cost savings/containment to our clients.

Collier Mosquito Control District

Employee Benefits Summary: Brown & Brown has had the pleasure to serve as Collier Mosquito Control District's Employee Benefits Broker and Consultant since January 2010. We continue to provide services including, but not limited to complete design and marketing of the employee benefits coverages, claim reviews, presentations to the Board, open enrollment meetings, health fair/biometrics coordination assistance, wellness program assistance, customized benefit guide, Telehealth Program, Employee Assistance Program (EAP), compliance updates and daily ongoing plan management.

In 2018, through a full marketing process, the District opted to join the Florida Government Healthcare Solutions (FGHS) consortium. Since joining FGHS, Brown & Brown has assisted the District in exploring and implementing a wellness platform, ongoing wellness initiatives, plan design review, quarterly claim reviews and ongoing program management. These initiatives and our consultation has resulted in the District receiving **more than \$546,000** in returned premium surplus. The District continues to perform well and is currently yielding more than \$200,000 in surplus for the current plan year.

DeSoto County Board of County Commissioners

Employee Benefits Summary – Brown & Brown has served as the County's broker and consultant since 2011. Included in this contract is the complete program suite of employee benefits brokerage, consulting and ongoing support services. We provide service including, but not limited to complete design and marketing of the employee benefits coverages, claim reviews, insurance committee meeting attendance, open enrollment meetings, health fair coordination assistance, wellness program assistance, customized benefit guide, online enrollment system (PlanSource), Telehealth Program, Employee Assistance Program (EAP) and compliance updates.

We have continually provided cost savings to the County via formal RFP processes, current carrier negotiations and strategic plan design enhancements. Since we began our relationship with the County, we have assisted them in **saving more than \$5 million dollars in premium costs.**

City of Davenport

Employee Benefits Summary – The City joined FGHS in 2019 after multiple years of high single- or double-digit increases. Brown & Brown has continued to support the City's wellness initiatives, including partnering with Orlando Health to provide employee screenings and scans as part of their wellness program. Since they've joined the consortium, their largest premium increase has been 3.7% and their efforts have resulted in more than **\$500,000 in returned surplus**. The City's claims continue to run well, and they are on track to receive approximately \$65,000 in returned surplus for the 2022-23 plan year and received a **2.2% premium decrease**.

Clay County Utility Authority (CCUA)

Employee Benefits Summary: Brown & Brown has served as CCUA's broker and consultant since 2021. Included in this contract is the complete program suite of employee benefits brokerage, consulting and ongoing support services. We provide service including, but not limited to complete design and marketing of the employee benefits coverages, claim reviews, open enrollment meetings, health fair coordination assistance, wellness program assistance, customized benefit guide, online enrollment system (PlanSource), Telehealth Program, Employee Assistance Program (EAP), compliance updates and daily ongoing plan management.

The last two renewals have consisted of negotiations with CCUA's current carriers. Our efforts have resulted in more than **\$450,000** in cost savings to CCUA without having to make any plan design changes.

Section 4: References

Please provide three names of professional reference, including contact information.

Client Name:	DeSoto County BOCC
Address:	201 E. Oak Street, Arcadia, FL 34266
Client Contact	Latrinda Jones (863) 993-4808 l.jones@desotobocc.com
Description of Work	Brown & Brown currently serves as broker of record for DeSoto County's fully insured medical, dental, vision and life insurance plans. Services include: plan design consultation, claims monitoring, quarterly meetings to strategize regarding long-term cost containment, wellness meetings and health fairs, online enrollment system, RFP process management, proposal evaluation, enrollment meetings, and employee communication materials. Brown & Brown is also a day-to-day resource for claims and billing assistance, compliance and regulatory guidance and enrollment tracking.
Contract Period:	2011 – Present
# of Employees:	400

Client Name:	Collier Mosquito Control District
Address:	600 North Road, Naples, FL 34104
Client Contact	Stacy Welch (239) 293-3806 sjwelch@cmcd.org
Description of Work	Brown & Brown serves as agent of record for the District's self-funded medical plan through the FGHS Consortium, dental, vision and life insurance plans. Services include: plan design consultation, claims monitoring, quarterly meetings to strategize regarding long term cost containment, wellness meetings and fairs, RFP process management, proposal evaluation, enrollment meetings and employee communication materials and benchmarking. Brown & Brown is also a day-to-day resource for claims and billing assistance, compliance and regulatory guidance and enrollment tracking.
Contract Period:	2010 – Present
# of Employees:	50

Client Name:	Clay County Utility Authority
Address:	3176 Old Jennings Road, Middleburg, FL 32068
Client Contact	Kimberly Richardson (904) 213-2437 krichardson@clayutility.org
Description of Work	Brown & Brown currently serves as broker of record for Clay County Utility Authority's fully insured medical, dental, vision, life insurance, disability and supplemental insurance plans. Services include: plan design consultation, claims monitoring, quarterly meetings to strategize regarding long-term cost containment, wellness meetings and health fairs, online enrollment system, RFP process management, proposal evaluation, enrollment meetings, and employee communication materials. Brown & Brown is also a day-to-day resource for claims and billing assistance, compliance and regulatory guidance and enrollment tracking.
Contract Period:	2021 – Present
# of Employees:	175

Section 5: Claim Response

Please provide description of the normal claim process and who will be responsible for working with AMCD staff for each insurance plan. You may also present any other information about claims or the claim process in this section.

Brown & Brown will provide a dedicated account management team that will help AMCD and its employees navigate through any claim or billing issues or questions, claims appeals, pharmacy denials or delays, eligibility questions, explanation of benefits and services and benefit reviews when needed. We advocate for our clients on every issue to ensure accurate and timely resolution and escalating any unresolved issues. Our office staffs account managers with significant experience, who can assist our clients with provider coding errors, explaining Explanation of Benefit Statements, auditing provider billing for accuracy, and getting refunds issued for clients. Our account management leadership team has the relationships with top management at the carrier level to resolve escalated issues timely. We will go to the top management for exceptions when needed. Insurance policies don't always address specific individual issues that arise and so we will always advocate for the District and its employees.

We know that health insurance is personal. When someone must use their insurance, in many cases it is a stressful time for them. We want to use our significant experience and expertise to help in any way we can.

Section 6: Local Firm

The district tries to hire local business to provide services to the district. Please state if you are a St. Johns County based business and if not the city/county and state that the office that will be servicing AMCD is located and the city/county and state that the home office is located.

The Brown & Brown, Public Sector Executive Management Team assigned to AMCD is located at the Brown & Brown Headquarters in Daytona Beach, Volusia County, Florida.

We commit to be available for all in person and/or virtual meetings, as requested by AMCD. We confirm there are no issues of accessibility or staff availability.

This section provides an opportunity for you to provide other information that your agency considers relevant. Be specific.

Our robust compliance resources allow us to keep our clients abreast of any upcoming regulations that may impact the Employee Benefits program. Employee Benefits compliance has become one of the most complex challenges facing employers and is where Brown & Brown can add tremendous value. Since the implementation of the Affordable Care Act, employers are turning to us more than ever to keep them informed and to assist them in complying with all DOL, HIPAA, GINA and most recently, COVID-19 guidance and requirements. ***Additionally, we commit to notifying AMCD, as early as is appropriate, if notified of a breach of protected information, ideally within 24 hours.***

Brown & Brown has recognized this challenge facing our employer clients, and in turn, has devoted substantial resources into developing solutions for addressing the continued complexity around compliance. One of our top resources is the ***Brown & Brown's Regulatory & Compliance Services Team*** – helping to simplify your employee benefit compliance.

Brown & Brown recognizes that one of the most important aspects of working with the District is to provide timely and accurate information on topics that affect how employers and benefit plans operate. As brokers and consultants, our value to you depends on how well we achieve this goal. This is increasingly important as the benefits' field continues to look for products and systems that can make plans more effective and efficient.

IRS Provides ACA Reporting Relief for 2020

The IRS has issued Notice 2020-76, which contains important information about the ACA reporting for the 2020 calendar year. The Notice provides guidance regarding the following three issues:

1

**Relief from Requirement
to Furnish Form 1095-B**

2

**Due Date for Furnishing
Forms 1095-B & 1095-C**

3

**Extension of Relief for
Good Faith Reporting**

RELIEF FROM REQUIREMENT TO FURNISH FORM 1095-B

The IRS has renewed the relief it provided last year with respect to the requirement to furnish Form 1095-B to individuals receiving minimum essential coverage (MEC). Such forms are generally distributed by the insurer if the coverage is fully-insured or by the plan sponsor if the coverage is self-insured. Under the relief, the IRS will not assess penalties against a provider of MEC (i.e., the insurer or plan sponsor) for failing to furnish a Form 1095-B so long as the following two conditions are satisfied:

- (1) The provider of the MEC includes a prominent notice on its website stating that covered individuals may obtain a copy of their 2020 Form 1095-B upon request. The notice on the website must also include information about how to request the Form 1095-B and a telephone number for questions.
- (2) The provider of the MEC must furnish a 2020 Form 1095-B to any covered

individual

Applicable group

that are required

Form 1095-C to their

employees and that adopt

reasonable and good faith

efforts to determine the

individuals who are the

covered individuals for

Form 1095-B (which must be

provided by the Form 1095-B, must

be completed

Page | 16

HR and Employee Communications

Our office provides HR and Employee communications from Zywave as part of our Employee Benefits Monthly Newsletter. These resources and communications, as well as the Spot On Resources Toolbox are provided to our clients at no additional cost.



HR BRIEF

MARCH 2023

Benefits Insights

Brought to you by the insurance professionals at Brown & Brown

What You Should Know About Biosimilars

Rapidly increasing health care costs will likely continue to vex employers in the foreseeable future. As a result, many employers are considering strategies to manage health care costs and explore prescription drug trends. The introduction of biosimilar drugs as an alternative to biologics may bring value to health care by offering cost savings and increasing employee access to necessary medications. While biosimilars can potentially combat rising prescription drug costs, employers will need to learn more about them before considering how their health plans can accommodate these newer drugs.

This article explores biosimilar drugs and how employers can promote or manage their use.

Understand biosimilars. Unlike generic drugs, biosimilars are not identical to their reference biological products (also called the brand-name counterparts) and aren't created from synthesized chemicals. A biosimilar drug is a biological product produced from living organisms—bacteria, plants or mammalian cells. Approved by the Food and Drug Administration (FDA), biosimilars are similar to the reference drug in previously FDA-approved biologics but have no significant clinical differences. Compared with biologics, biosimilars have the same strength, dosage and potential side effects but provide the same treatment benefits.

The FDA repeatedly evaluates biosimilars to validate their efficacy, safety and quality. The FDA has approved more than 40 biosimilars. However, not all are commercially available.

Encourage an understanding. The Biosimilars Council estimates that by 2025, 1.2 million people will have access to more-affordable biologic medicines.

Spring Vegetable Sauté

April 2023 Recipe



Ingredients

- 1 lb. asparagus, trimmed and cut into 1-inch pieces
- 1 lb. green beans, trimmed and cut into 1-inch pieces
- 1 lb. broccoli, cut into florets
- 1 lb. cauliflower, cut into florets
- 1 lb. zucchini, cut into 1-inch pieces
- 1 lb. yellow squash, cut into 1-inch pieces
- 1 lb. red bell peppers, cut into 1-inch pieces
- 1 lb. green bell peppers, cut into 1-inch pieces
- 1 lb. mushrooms, cut into 1-inch pieces
- 1 lb. onions, cut into 1-inch pieces
- 1 lb. garlic, minced
- 1 lb. olive oil
- 1 lb. salt and pepper

Directions

- Heat the oil in a skillet. Cook the onion for two minutes. Add the garlic and cook another minute.
- Stir in the potatoes and carrots. Cook and turn the heat to low. Cook until almost tender, about 4 minutes.
- If the vegetables start to brown, add 1-2 Tbsp. of water.
- Add the asparagus, peas, redishes, salt, black pepper and oil. Cook, stirring often, until just tender for about 4 minutes more.
- Serve immediately.

Nutritional information (for 1 serving)

Calories	139
Total fat	2 g
Saturated fat	0 g
Cholesterol	0 mg
Sodium	177 mg
Carbohydrates	25 g
Dietary fiber	5 g
Total sugars	4 g
Added sugars included	0 g
Protein	2 g

Source: MyFitnessPal
© 2023 Zywave, Inc. All rights reserved.

The Spot On Resources Toolbox

24/7, self-service access to the resources you need most.

When it comes to meeting all of your compliance, HR and risk management needs, we understand the administrative burden businesses like yours face. To stay ahead of legislative deadlines and access timely information on the latest industry trends, organizations of all sizes face an uphill battle without the proper tools. That's where the MyWave® Portal Toolbox can help. This resource helps you fulfill your unique HR and risk management duties. With the applications found in the Toolbox, you can generate total compensation statements in minutes, leverage sample job descriptions and much more. Better still, these low-maintenance solutions are available 24/7, connecting you to services that can streamline your business and make your life that much easier—all with just a click of a button.

ACA Reporting

Using the Toolbox, you can generate Forms 1094/1095 simply by importing your completed worksheets. You can even print your forms and file with the IRS or distribute to your employees—streamlining ACA compliance in three simple steps.

Custom Job Description Builder

Job descriptions are such an important tool for your employees, but developing them can be stressful. The Custom Job Description Builder helps you make the most complete job descriptions so your employees can achieve their true potential, which ultimately contributes to the success of your business.

COBRA Notices Generator

Satisfying your COBRA notice obligations does not have to be challenging. In three easy steps, create all six required COBRA notices.

Employee Cost Calculator

Get a complete picture of the true cost when hiring new employees. From compensation and benefits to recruiting, training, office equipment and other costs, this easy-to-use calculator accounts for those typical expenses you may not necessarily think about when hiring a new employee.

Compliance Notice Builder

Produce custom benefits notices your company, saving hours of time and effort. When laws or corporate circumstances change, simply update the information and generate a new notice instantly. With Compliance Notice Builder, you'll have the notices you need in minutes, plus distribution guidelines.

Federal Poster Advisor

Whether your company is small or large, the U.S. Department of Labor (DOL) requires you to display a number of different posters in the workplace. Identify the required posters by using the Poster Advisor to generate a list of federal laws administered by the DOL, along with links to download printable posters.

FMLA Advisor

Understand your rights and responsibilities under the federal Family and Medical Leave Act (FMLA). The FMLA Advisor can assist in understanding notice requirements, valid reasons to leave, which employers are required to provide FMLA leave, which employees are eligible to take FMLA leave and more.

Spot On Resources Toolbox

A portal supporting your digital experience with solutions to help you: ACA reporting app, HR forum, compliance tools, etc.

Spot On Resources Toolbox

the resources you need most.

OSHA Log

A turnkey solution that helps you track incidents, generate OSHA mandated reports and create forms—all in a secure, cloud-based environment with 24/7 access.

Health Plan Compliance Calendar

Just by answering a few questions about your health care plan, you can generate your own customized compliance calendar. Featuring a rolling list of federal compliance dates, monthly reminders and supplementary resources, you will have everything you need to remain informed, meet upcoming deadlines and generate the applicable notices.

HR Self-assessment

Analyze your human resource competencies to ensure you are creating an environment for employees to thrive. Employers can assess their HR management practices, employee relations, recruiting process, training and development process, and more. Once a module is completed, explanations will be provided to highlight where improvements can be made.

Sample Job Descriptions

A well-written job description is one of the main ways to connect qualified applicants to positions at your organization. Using sample job descriptions, you can effectively and accurately highlight an employment opportunity to potential candidates.

Interview Question Builder

Choose from over 400 pre-developed behavioral interview questions in 49 categories to create a ready-to-use interview guide in just a few minutes. This will ensure that you are asking the right interview questions, as these are key to evaluating whether a candidate has the knowledge, skills and qualities necessary to become a successful employee.

Multi-state Law Comparison Tool

This tool is a convenient way for you to view and download labor laws in different states. If you have locations in multiple states, you may be concerned about which state labor laws apply to your business. This easy-to-use resource will generate side-by-side charts to compare and contrast state laws.

Performance Review Builder

Performance reviews are such an important tool for motivating employees and increasing their contributions to your business, but the process can be stressful. This tool generates performance appraisals based on an employee's occupation, which can be customized with ratings and comments to describe performance issues. The customizable action plan will then help the employee improve their performance, so they can achieve their true potential while at the same time contribute to the success of your business.

Proprietary Program – FGHS

Florida Government Healthcare Solutions (FGHS)

In 2014, Brown & Brown partnered with United Healthcare and Benecon to create a self-funded health insurance program exclusively for Florida Local Governments, designed to leverage the power of group purchasing to lower health insurance costs. Over the last 8 years, the consortium as a whole received nearly \$4.3 Million in surplus returns.

FGHS Program Features:

- » Owned and Controlled by Members – FGHS is public consortium bound by the “Government in the Sunshine” rules. Each of the 13 members has a seat on the Board of Directors and a vote in all matters governing the consortium’s operation and by laws.
- » Full Transparency – Each member sees the actual administrative and reinsurance costs of each plan.
- » Proven actuarial pricing model – Priced by Benecon’s independent actuaries.
- » Flexibility – Design the plan that works best for your employees.
- » Surplus & Savings – Any surplus after year end reconciliation is returned to the group. There is NO pooling of losses in the consortium. Members with loss ratios under 110% will receive return surplus regardless of the performance of the other members’ claim performance.
- » Compliance Resources – Access to the FGHS team of healthcare compliance experts.
- » Health Care Navigation – ConnectCare3 provides Nurse Navigation, Chronic Disease Management, and Wellness Coaching to guide employees through complex diagnoses such as cancers, diabetes, etc.
- » Lower administrative costs – FGHS members only pay about 10% of their premium towards administrative costs, which is lower than all other pools and fully insured programs (average 15-20%). FGHS is the most cost-efficient health insurance program in the state of Florida.

FGHS Nurse Navigation/Advocacy/Wellness – ConnectCare3

ConnectCare3 is a nurse navigation, patient advocacy and wellness service provided as an added value to our Florida Government Healthcare Solutions (FGHS) Consortium members and their dependents enrolled in the medical plan. ConnectCare3 strives to provide highly personalized care and any service provided remains confidential.

In addition to nurse navigation, ConnectCare3 also has several other clinical programs, including Chronic Disease Management, Tobacco Cessation and Nutrition Consultations. The Chronic Disease Management program is an outcomes-driven, evidence-based program that consists of a multidisciplinary team of registered nurses, certified health coaches and a registered dietitian. Patients with a qualifying diagnosis will have access to a dedicated team to ensure they have access to high-quality healthcare and have a thorough understanding of the essential dietary and lifestyle changes needed to control a chronic condition.

Customized Communications

Brown & Brown commits to communicating with AMCD's staff and employees in any manner AMCD deems appropriate.

For ongoing communications, our team typically will communicate in the following ways:

- ✓ In-Person/Virtual Meetings
- ✓ Email/Secure Email
- ✓ Direct Phone Lines
- ✓ Newsletters
- ✓ Compliance Communications (fliers, email, webinars, etc.)

Pre-renewal/Renewal/Open Enrollment Communications

- ✓ Sample Renewal Proposal (See Tab 9: Attachments for a Sample Renewal Proposal.)
- ✓ Webinars
- ✓ Renewal Questionnaires (See Tab 9: Attachments for a Sample Renewal Questionnaire.)
- ✓ Customized Benefit Guide (See Tab 9: Attachments for a Sample Benefit Guide.)

CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (*printed name*) Matthew Montgomery am the
(*title*) Executive Vice President and the duly authorized representative of the firm of
(*firm name*) Risk Management Associates, Inc. whose address is
300 North Beach Street, Daytona Beach, FL 32114, and that I
possess the legal authority to make this affidavit on behalf of myself and the firm for
which I am acting; and,
2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of
interest, real or apparent, due to ownership, other clients, contracts, or interests associated
with this project; and,
3. Neither the business nor any authorized representative or significant stakeholder of the
business has been determined by judicial or administrative board action to be in
noncompliance with or in violation of any provision of the Anastasia Mosquito Control
District nor has any outstanding past due debt to the Anastasia Mosquito Control District;
and
4. This proposal is made without prior understanding, agreement, or connection with any
corporation, firm, or person submitting a proposal for the same services, and is in all
respects fair and without collusion or fraud.

Signature: 

Printed Name: Matthew Montgomery

Firm Name: Risk Management Associates, Inc.

Date: 8/25/2023

Sworn to and subscribed before me this 25 day of August 2023.

Personally known X

OR Produced identification _____ Notary Public-State of Florida

My Commission expires 9/30/2026

(Type of Identification) N/A

Robin Lee Russell

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

Robin Lee Russell





Brown & Brown

A Proposal of Employee Benefits Coverage and Service

Client ABC

Melanie Stegall, GBDS, VBS
Employee Benefits Advisor

Morgan Legath, GBA, GBDS, VBS
Employee Benefits Specialist

Morgan Johnson, GBDS
Marketing Analyst

Revised Proposal Date: August 2022

Effective Date: October 1, 2022

Public Risk Insurance Advisors

Brown & Brown is one of the largest and most respected independent insurance intermediaries in the nation, with over 80 years of continuous service. The Company is ranked as the sixth largest such organization in the United States by Business Insurance magazine.

Public Risk Insurance Advisors (PRIA), a wholly owned subsidiary of Brown & Brown, Inc., has established itself as one of the premier insurance services organizations for public entities in the United States. Our in-depth understanding of the unique risk exposures and operating environment of public entities allows us to tailor insurance products and services to effectively meet their needs. As the only independent insurance agency solely dedicated to the public entity market, we are uniquely qualified to meet and exceed the expectations of our clients. Our 20 years of insuring local governments has afforded us significant experience and insight into the unique challenges and constraints that our clients face.

As a Brown & Brown company, PRIA has access to hundreds of insurance markets nationwide. The buying power and premium leverage within the organization is surpassed by few agencies.

PRIA focuses on developing innovative approaches towards managing your risk. Cost effective insurance products, professional service, and commitment to client's needs are our primary goals. Proof of account satisfaction is reflected by a 97% business retention rate.

Employee Benefits is just one area of expertise we can provide. Our benefit programs include

Medical, Dental, Vision, Cobra, Life, Disability and Section 125 pre-tax reimbursement accounts just to name a few. We are able to provide fully insured programs for employers of all sizes and self funded programs to meet the special needs of employers interested in that type of arrangement. In addition to providing the insurance programs, we assist in the design, cost containment, management and development of your employee benefit package.

All Employee Benefit clients are assigned an "In House" Employee Benefits Specialist to assist with Billing, Claims, Eligibility, Enrollment, or any other issues or questions that arise.

For our clients that opt for self insured programs, we not only provide the mentioned above, but also supply detailed reports to help you monitor your program closely. We also place the reinsurance, help design a plan to meet your needs and work closely with you and the Third Party administrator during the implementation as well as throughout the year to ensure the plan operates smoothly.

As for property and casualty, PRIA is a recognized leader in the area of professional liability, governmental and municipal insurance programs, pollution liability and many other specialized areas of risk. All property and casualty clients are assigned an "In-House" Public Risk Specialist.

Commitment to Our Clients

The Employee Benefits Division at Public Risk Insurance Advisors is focused on providing you with the best products at the most competitive rates possible. We ensure a very high level of customer service by remaining involved with you after the plan's effective date.

In addition to the PRIA's Employee Benefits Advisor, all clients are assigned a team of dedicated service and marketing professionals committed to fast, efficient and friendly service during plan renewal and every other day of the year.

- We provide assistance with carriers to resolve any issues concerning policy administration, claims and billing.
- We provide expertise in designing, analyzing, and maintaining an employee benefits program that will help you attract and retain quality employees.
- We provide timely guidance on local and national trends in employee benefits and in the carrier marketplace.

As part of the 6th largest insurance broker in the country (as determined by Business Insurance magazine) we have the resources to partner with clients of all sizes and industries to maximize benefits and contain costs. The Employee Benefits Division in Daytona Beach, FL is fully automated and highly efficient in marketing plan renewals and new business. We have access to all local and national carriers, third party administrators, and other specialists in the employee benefits industry including:

Medical · Dental · Vision · Life · Disability Plans · Cafeteria Plans · 401(k) Plans · Self-funded and Partially Self-funded arrangements · Employee Assistance Programs · Voluntary (employee-paid) Long-Term Disability, Short-Term Disability, Dental and Accident & Sickness plans.

Phone

(386) 252-6176

(386) 845-9229 - Fax

Address

Public Risk Insurance Advisors
220 South Ridgewood Avenue
Daytona Beach, FL 32114

Website

www.bbpria.com

NYSE Listed: BRO

Disclaimer Information

Public Risk Insurance Advisors Disclaimers and Disclosures:

- Brown & Brown makes every attempt to place coverage with carriers rated A- or better through A.M. Best, a national credit rating Advisors with a specific focus on the insurance industry. Additional information, including carrier ratings can be found at www.ambest.com. Brown & Brown cannot certify the financial soundness or stability of a company, so we encourage you to review the financial information for each carrier as found in one or more of the following sources before making a decision as to where to place your coverage: a state department of insurance website, A.M. Best Company website, or a carrier website.
- The analysis of the following plans is a summary. Please refer to the policy certificate for a full list of coverage and exclusions.
- The rates and benefits in this proposal are based upon underwriting factors which include, but are not limited to, the census provided, the effective date shown, the status of employees/dependents (i.e. actively at work, COBRA, FMLA), final enrollment, etc. If any of the aforementioned changes prior to the proposed effective date, the final provisions, including rates, for these plans may vary or result in the proposed plan to be withdrawn.
- If you select to change carriers, any existing plans with other carriers should not be cancelled until advised by Public Risk Insurance Advisors.
- This proposal may not be a complete listing of all available benefit options. Different benefit levels may be available.
- This presentation is the proprietary work product of Public Risk Insurance Advisors and is not authorized for further use or distribution.
- All insurance carriers have their own operating procedures. A change in carrier could affect certain benefits and coverage.
- Public Risk Insurance Advisors representatives are available to explain any items presented. It is assumed that the recipients of this proposal will seek an explanation of any items that may be in question.
- Public Risk Insurance Advisors representatives may from time to time provide guidance regarding certain requirements affecting health plans, including the requirements of federal and state health care reform legislation. Such guidance is based on good-faith interpretation of laws and regulations currently in effect, and is not intended to be a substitute for legal advice. Employers should contact their own legal counsel for advice regarding legal requirements.
- The network directories/facility lists obtained via paper directories or carrier websites may contain providers and facilities that are no longer participating in the insurance carriers' networks. We cannot be responsible for any changes to the provider/facility listings that are not reflected. To ensure that a specific provider or facility is still participating in the provider's preferred network, we recommend contacting the provider/facility directly.
- Failure to adhere to provisions of the Affordable Care Act (such as pay-or-play, employer reporting requirements, benefit mandates, etc.) may result in significant fees and penalties to the employer. For a more comprehensive explanation of what fees and penalties may apply to you, you may contact your Public Risk Insurance Advisors representative at any time.
- You are required to comply with Health Care Reform's Summary of Benefits & Coverage (SBC) distribution guidelines, which include requirements for SBC distribution at the plan renewal date. If an employee must enroll to continue coverage, the SBC must be provided when open enrollment materials are distributed. If enrollment materials are not distributed, employees must receive an SBC by the first day they are eligible to enroll. For insured plans, if coverage continues automatically for the next year, the SBC must be provided at least 30 days before the beginning of the new plan year. If the policy is not issued by that date, the SBC must be provided within seven business days once the information is available. Please refer to the Department of Health & Human Services' (HHS) official guidance for complete details regarding renewal and other SBC distribution guidelines.
- Compensation: In addition to the commissions or fees received by us for assistance with the placement, servicing, claims handling, or renewal of your insurance coverages, other parties, such as excess and surplus lines brokers, wholesale brokers, reinsurance intermediaries, underwriting managers and similar parties, some of which may be owned in whole or in part by Brown & Brown, Inc., may also receive compensation for their role in providing insurance products or services to you pursuant to their separate contracts with insurance or reinsurance carriers. That compensation is derived from your premium payments. Additionally, it is possible that we, or our corporate parents or affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as the performance and/or size of an overall book of business produced with an insurer. We generally do not know if such a contingent payment will be made by a particular insurer, or the amount of any such contingent payments, until the underwriting year is closed. That compensation is partially derived from your premium dollars, after being combined (or "pooled") with the premium dollars of other insured's that have purchased similar types of coverage. We may also receive invitations to programs sponsored and paid for by insurance carriers to inform brokers regarding their products and services, including possible participation in company-sponsored events such as trips, seminars, and advisory council meetings, based upon the total volume of business placed with the carrier you select. We may, on occasion, receive loans or credit from insurance companies. Additionally, in the ordinary course of our business, we may receive and retain interest on premiums you pay from the date we receive them until the date of premiums are remitted to the insurance company or intermediary. In the event that we assist with placement and other details of arranging for the financing of your insurance premium, we may also receive a fee from the premium finance company.

Questions and Information Requests: Should you have any questions or require additional information, please contact this office at 386-252-6176 or, if you prefer, submit your question or request online at <http://www.bbinsurance.com/customerinquiry.shtml>.

CURRENT GUIDE TO BEST'S RATINGS

Best's Rating:

Represents an opinion based on a company's financial strength, operating performance and market profile

Secure Best's Ratings: A++ to B+ (Superior to Good)
Vulnerable Best's Ratings: B to D (Fair to Poor)

Outlooks:

Positive = indicates possible rating upgrade due to favorable financial/market trend relative to the current rating level.

Not Rated Companies:

NR = Companies that are not rated by A.M. Best

Rating Modifiers:

u = Under Review (change in financial condition)
pd = Public Data (Insurers do not subscribe to Best's rating process)
s = Syndicate (operating at Lloyds)

Financial Size Categories:

Reflects the company's size based on its capital surplus and conditional reserve funds in millions of U.S. dollars, using the scale below:

FSC I less than 1
FSC II 1 to 2
FSC III 2 to 5
FSC IV 5 to 10
FSC V 10 to 25
FSC VI 25 to 50
FSC VII 50 to 100
FSC VIII 100 to 250

less than 1 mill
1 to 2
2 to 5
5 to 10
10 to 25
25 to 50
50 to 100
100 to 250

FSC IX 250 to 500
FSC X 500 to 750
FSC XI 750 to 1,000
FSC XII 1,000 to 1,250
FSC XIII 1,250 to 1,500
FSC XIV 1,500 to 2,000
FSC XV greater than 2,000
" _ " unknown / not rated

A.M. BEST'S INSURANCE RATINGS & CARRIER WEBSITES

The insurance company providing coverage has the following A.M. Best Financial Rating:

A++ to D = Highest to Lowest Rating
XV to I = Largest to Smallest Rating

Not Rated Companies:

NR = Not rated by A.M. Best

Carrier Name	Best's Rating for Stability	FSC Rating for Assets/ Surplus	Web Address
UnitedHealthcare Insurance Co.	A	XV	www.unitedhealthgroup.com
Cigna Life and Health Insurance Company	A	XV	www.cigna.com
Blue Cross and Blue Shield of Florida, Inc.	A+	XV	www.bcbsfl.com
Standard Insurance Company	A	XIII	www.standard.com
Lincoln National Life Insurance Company	A+	XV	www.lfg.com
Mutual of Omaha Insurance Company	A+	XV	www.mutualofomaha.com
Sun Life Assurance Company of Canada (Underwritten by Union Security Insurance Co)	A+	XV	www.sunlife.com
EyeMed (Underwritten by Fidelity Security Life Insurance)	A-	VIII	www.fslins.com / www.eyemed.com

Marketing Summary

Medical

Florida Healthcare Plans	Current Renewal
Cigna	See Proposal
United Healthcare	See Proposal
Aetna	DTQ- Not competitive

Dental

Standard	Current Renewal
----------	-------------------

Vision

EyeMed	Current
--------	---------

Basic Life & AD&D | Voluntary Life & AD&D

Standard	Current Renewal
Guardian	DTQ- Not competitive
Lincoln	See Proposal
Mututal of Omaha	See Proposal
Minnesota Life (Ochs)	See Proposal
Sun Life	See Proposal

Short Term Disability | Long Term Disability

Standard	Current Renewal
Guardian	DTQ- Not competitive
Lincoln	See Proposal
Mututal of Omaha	See Proposal
Minnesota Life (Ochs)	See Proposal
Sun Life	See Proposal

FSA

BASIC	See Proposal
Benefits Workshop	See Proposal
ProBenefits	See Proposal
TASC	See Proposal

Executive Summary of Medical & Prescription Drug Coverage
Client ABC
October 1, 2019 - September 30, 2020

Vendor	Current Renewal									
	Carrier					Carrier				
Plan Name	HMO					Option 2 Network				
Plan Type	Network					Option 3 Non-Network				
Plan Details	Single	Family	Single	Family	Single	Single	Family	Single	Family	Single
Plan Deductible	\$0		\$0		\$0	\$250	\$500	\$500		\$1,000
Embedded Deductible:		N/A								
Calendar or Policy Year:		N/A				Yes		Yes		
Coinsurance:		15%				Calendar		Calendar		
Maximum Out-of-Pocket:	\$2,500		\$5,000		\$3,000	30%	\$8,000	50%		\$12,000
(Includes Deductible, Copay, Rx)		N/A, Yes, Yes			N/A, Yes, Yes			Yes, Yes, Yes		
Physician Services										
Office Visit:		\$20			\$20			Deductible + Coinsurance		
Specialist:		\$35			\$35			Deductible + Coinsurance		
Chiropractic:		\$15			\$15			Deductible + Coinsurance		
Hospital / Emergency Services										
Inpatient Hospital Per Admission:		\$200			\$250 per day, days 1-5			Not covered		
Emergency Room:		\$100			\$100			\$100		
Urgent Care:		\$60			\$60			\$600		
Outpatient Surgical Facility:		Covered in full			\$100			Not covered		
Ambulatory Surgery Center:		Covered in full			\$100			Not covered		
Diagnostic Services										
Lab & X-Ray Outpatient:		Independent testing facility: Covered in full			Independent testing facility: Covered in full			Lab: N/A X-Ray: Deductible + Coinsurance		
Advanced Imaging Services (MRI, MRA, PET, CT):		Outpatient hospital facility: 15% Coins			Outpatient hospital facility: 15% Coins			Independent testing facility: Deductible + Coinsurance		
Prescription Drug								Outpatient hospital facility: N/A		
Deductible:		N/A			N/A					
Tier 1		Preferred generic FHCP \$3 Walgreens \$15			Preferred generic FHCP \$3 Walgreens \$15			Preferred generic FHCP \$3 Walgreens \$15		
Tier 2		Non-preferred generic FHCP \$10 Walgreens \$35			Non-preferred generic FHCP \$10 Walgreens \$15			Non-preferred generic FHCP \$10 Walgreens \$15		
Tier 3		FHCP \$30 Walgreens \$35			FHCP \$30 Walgreens \$35			FHCP \$30 Walgreens \$35		
Tier 4		FHCP \$55 Walgreens \$60			FHCP \$55 Walgreens \$60			FHCP \$55 Walgreens \$60		
Mail Order Prescription (90 Day Supply):		FHCP Only Pref 15% Coins Non-Pref 25% Coins			FHCP Only Pref 15% Coins Non-Pref 25% Coins			FHCP Only Pref 15% Coins Non-Pref 25% Coins		
Non-Network Plan Details		\$6 \$27 \$87 \$162 N/A			\$6 \$27 \$87 \$162 N/A			\$6 \$27 \$87 \$162 N/A		
Plan Deductible		N/A			N/A			N/A		
Coinsurance:		N/A			N/A			N/A		
Maximum Out-of-Pocket:		N/A			N/A			N/A		
Per Occurrence Deductible (Inpatient/Outpatient):		N/A			N/A			N/A		
See above										
Plan Rates Current Enrollment										
Employee:	50	Current	Renewal	Revised Renewal	50	Current	Renewal	Revised Renewal	50	Current
Employee + Spouse:	19	\$539.41	\$573.93	\$539.41	19	\$590.70	\$629.46	\$590.70	19	\$590.70
Employee + Child(ren):	9	\$1,315.08	\$1,399.25	\$1,315.08	9	\$1,440.13	\$1,534.63	\$1,440.13	9	\$1,440.13
Family:	25	\$1,187.78	\$1,263.80	\$1,187.78	25	\$1,300.73	\$1,386.08	\$1,300.73	25	\$1,300.73
Estimated Monthly Premiums:	103	\$1,574.54	\$1,675.31	\$1,574.54	103	\$1,724.26	\$1,837.40	\$1,724.26	103	\$1,724.26
Estimated Annual Premiums:		\$18,894.48	\$20,103.72	\$18,894.48		\$20,691.12	\$22,048.80	\$20,691.12		\$20,691.12
Rate Change from Current (%):		6.4%	0.0%	0.0%		6.6%	0.0%	0.0%		0.0%
Estimated Grand Total Annual Premiums:		\$2,151,852	\$2,291,071	\$2,151,852		\$2,420,726	\$2,597,726	\$2,420,726		\$2,420,726
PEPY		\$12,963	\$13,802	\$12,963		\$13,802	\$14,641	\$13,802		\$13,802
Rate Change from Current (%):		6.5%	0.0%	0.0%		6.5%	0.0%	0.0%		0.0%
Rate Change from Current (\$):		\$139,219	\$0	\$0		\$139,219	\$0	\$0		\$0

Executive Summary of Medical & Prescription Drug Coverage
Client ABC
October 1, 2019 - September 30, 2020

Alternate 1									
Vendor	Carrier			Carrier			Carrier		
Plan Name	HMO			In-Network Option 1			Option 2		
Plan Type	Network			Network			Network		
Plan Details	Single	Family		Single	Family		Single	Family	
Plan Deductible	\$0	\$0		\$0	\$0		\$500	\$1,000	
Embedded Deductible:	N/A	N/A		N/A	N/A		<Yes	Yes	
Calendar or Policy Year:	N/A	N/A		N/A	N/A		Calendar	Calendar	
Coinurance:	15%	15%		10%	10%		20%	40%	
Maximum Out-of-Pocket:	\$3,000	\$6,000		\$5,000	\$10,000		\$5,000	\$10,000	
(Includes Deductible, Copay, Rx)	N/A, Yes, Yes			N/A, Yes, Yes			Yes, Yes, Yes	Yes, Yes, Yes	
Physician Services									
Office Visit:	\$20			\$20			\$30		
Specialist:	\$35			\$35			Deductible + Coinsurance	Deductible + Coinsurance	
Chiropractic:	\$15			Coinurance			Deductible + Coinsurance	Deductible + Coinsurance	
Hospital / Emergency Services									
Inpatient Hospital Per Admission:	\$250 per day, days 1-5			Coinurance			Not covered	Deductible + Coinsurance	
Emergency Room:	\$100			Coinurance			Coinurance	Coinurance	
Urgent Care:	\$60			Coinurance			Coinurance	Coinurance	
Outpatient Surgical Facility:	\$100			Coinurance			Not covered	Deductible + Coinsurance	
Ambulatory Surgery Center:	\$100			Coinurance			Not covered	Deductible + Coinsurance	
Diagnostic Services									
Lab & X-Ray Outpatient:	Independent testing facility: Covered in full			Independent testing facility: Lab: \$0 X-Ray 10% Coins			Lab: N/A X-Ray: Deductible + Coinsurance		
	Outpatient hospital facility: 15% Coins			Outpatient hospital facility: 10% Coins					
Advanced Imaging Services (MRI, MRA, PET, CT):	Independent testing facility: Covered in full			Independent testing facility: 10% Coins			Independent testing facility: 10% Coins		
	Outpatient hospital facility: 15% Coins			Outpatient hospital facility: 10% Coins			Outpatient hospital facility: N/A		
Prescription Drug									
Deductible:	N/A			N/A			N/A		
Tier 1	Preferred generic FHCP \$3 Walgreens \$15			Preferred generic FHCP \$3 Walgreens \$15			Preferred generic FHCP \$3 Walgreens \$15		
Tier 2	Non-preferred generic FHCP \$10 Walgreens \$15			Non-preferred generic FHCP \$10 Walgreens \$15			Non-preferred generic FHCP \$10 Walgreens \$15		
Tier 3	FHCP \$30 Walgreens \$35			FHCP \$30 Walgreens \$35			FHCP \$30 Walgreens \$35		
Tier 4	FHCP \$55 Walgreens \$60			FHCP \$55 Walgreens \$60			FHCP \$55 Walgreens \$60		
Mail Order Prescription (90 Day Supply):	FHCP Only Pref 15% Coins Non-Pref 25% Coins			FHCP Only Pref 15% Coins Non-Pref 25% Coins			FHCP Only Pref 15% Coins Non-Pref 25% Coins		
Non-Network Plan Details	\$6 \$27 \$87 \$162 N/A			\$6 \$27 \$87 \$162 N/A			\$6 \$27 \$87 \$162 N/A		
Plan Deductible	N/A			N/A			N/A		
Coinurance:	N/A			N/A			N/A		
Maximum Out-of-Pocket:	N/A			N/A			N/A		
Per Occurrence Deductible (Inpatient/Outpatient):	N/A			N/A			N/A		See above
Alternate 1									
Employee:	50	\$535.19	22				\$582.55		
Employee + Spouse:	19	\$1,304.80	15				\$1,420.26		
Employee + Child(ren):	9	\$1,178.49	5				\$1,282.78		
Family:	25	\$1,562.23	21				\$1,700.46		
Estimated Monthly Premiums:	103	\$101,213	63				\$76,244		
Estimated Annual Premiums:		\$1,214,554					\$914,923		
Rate Change from Current (%):		-0.8%					-1.4%		
Alternate 1									
Estimated Grand Total Annual Premiums:		\$2,129,477							
PEPY		\$12,828							
Rate Change from Current (%):		-1.0%							
Rate Change from Current (\$):									

Executive Summary of Medical & Prescription Drug Coverage

Client ABC
October 1, 2019 - September 30, 2020

		Alternate 2			
Vendor		Carrier		Carrier	
Plan Name		HMO		Option 2	
Plan Type		Network		Network	
Plan Details		Single		Family	
Plan Deductible		\$0		\$1,000	
Embedded Deductible:		N/A		Yes	
Calendar or Policy Year:		N/A		Calendar	
Coinsurance:		15%		20%	
Maximum Out-of-Pocket:		\$5,000		\$10,000	
(Includes Deductible, Copay, Rx)		N/A, Yes, Yes		Yes, Yes, Yes	
Physician Services					
Office Visit:		\$25		\$30	
Specialist:		\$50		Deductible + Coinsurance	
Chiropractic:		\$15		Deductible + Coinsurance	
Hospital / Emergency Services					
Inpatient Hospital Per Admission:		\$500 per day, days 1-5		Not covered	
Emergency Room:		\$100		Coinsurance	
Urgent Care:		\$75		Coinsurance	
Outpatient Surgical Facility:		\$200		Not covered	
Ambulatory Surgery Center:		\$200		Not covered	
Diagnostic Services					
Lab & X-Ray Outpatient:		Independent testing facility: Lab: \$0 X-Ray: \$50		Lab: N/A X-Ray: Deductible + Coinsurance	
Advanced Imaging Services (MRI, MRA, PET, CT):		Outpatient hospital facility: 15% Coins		Independent testing facility: 10% Coins	
Independent testing facility: \$100		Outpatient hospital facility: 15% Coins		Outpatient hospital facility: N/A	
Prescription Drug					
Deductible:		N/A		N/A	
Tier 1		Preferred generic FHCP \$3 Walgreens N/A		Preferred generic FHCP \$3 Walgreens \$15	
Tier 2		Non-preferred generic FHCP \$10 Walgreens \$15		Non-preferred generic FHCP \$10 Walgreens \$15	
Tier 3		FHCP \$30 Walgreens \$35		FHCP \$30 Walgreens \$35	
Tier 4		FHCP \$55 Walgreens \$60		FHCP \$55 Walgreens \$60	
Mail Order Prescription (90 Day Supply):		FHCP Only Pref 15% Coins Non-Pref 25% Coins		FHCP Only Pref 15% Coins Non-Pref 25% Coins	
Non-Network Plan Details		\$6 \$27 \$87 \$162 N/A		\$6 \$27 \$87 \$162 N/A	
Plan Deductible		N/A		N/A	
Coinsurance:		N/A		N/A	
Maximum Out-of-Pocket:		N/A		N/A	
Per Occurrence Deductible (Inpatient/Outpatient):		N/A		N/A	
Plan Rates Current Enrollment				Alternate 2	
Employee:		50	\$527.90	22	\$582.55
Employee + Spouse:		19	\$1,287.02	15	\$1,420.26
Employee + Child(ren):		9	\$1,162.44	5	\$1,282.78
Family:		25	\$1,540.94	21	\$1,700.46
Estimated Monthly Premiums:		103	\$99,834	63	\$76,244
Estimated Annual Premiums:			\$1,198,008		\$914,923
Rate Change from Current (%):			-2.1%		-1.4%
Estimated Grand Total Annual Premiums:			\$2,132,929		
PEPY			\$12,728		
Rate Change from Current (%):			-1.8%		
Rate Change from Current (\$):					

Client ABC
October 1, 2019 - September 30, 2020

Plan Name
Plan Type
Plan Details

Plan Deductible
Embedded Deductible:
Calendar or Policy Year:
Coinsurance:
Maximum Out-of-Pocket:
(Includes Deductible, Copay, Rx)
[Physician Services](#)
Office Visit:
Specialist:
Chiropractic:
[Hospital / Emergency Services](#)
Inpatient Hospital Per Admission:
Emergency Room:
Urgent Care:
Outpatient Surgical Facility:
Ambulatory Surgery Center:
[Diagnostic Services](#)

Lab & X-Ray Outpatient:

Advanced Imaging Services (MRI, MRA, PET, CT):

Deductible:

Deductible:

Tier 1
Tier 2
Tier 3
Tier 4
Mail Order Prescription (90 Day Supply):

[Non-Network Plan Details](#)

Plan Deductible:
Coinsurance:
Maximum Out-of-Pocket:
Per Occurrence Deductible (Inpatient/Outpatient):

Plan Rates | Current Enrollment

Employee:	50	\$495.83
Employee + Spouse:	1	\$1,208.83
Employee + Child(ren):	9	\$1,091.81
Family:	25	\$1,447.32
Estimated Monthly Premiums:	103	\$93,769
Estimated Annual Premiums:		\$1,125,223
Rate Change from Current (%):		-8.1%

Estimated Grand Total Annual Premiums:
PEPY
Rate Change from Current (%):
Rate Change from Current (\$):

Carrier		In-Network Option 1 Network		Option 2 Network		Option 3 Non-Network	
Single	Family	Single	Family	Single	Family	Single	Family
\$250	\$750	\$0	\$0	\$500	\$1,000	\$1,000	\$2,000
Yes Calendar 10%		N/A		Yes Calendar 20%		Yes Calendar 40%	
\$2,000	\$4,000	\$5,000	\$10,000	\$5,000	\$10,000	\$7,000	\$14,000
Yes, Yes, Yes		N/A, Yes, Yes		Yes, Yes, Yes		Yes, Yes, Yes	
\$20 \$35		\$20 \$35		\$30			
Deductible + Coinsurance		Coininsurance		Deductible + Coinsurance Deductible + Coinsurance		Deductible + Coinsurance Deductible + Coinsurance Deductible + Coinsurance	
Deductible + Coinsurance \$100 \$60		Coininsurance Coininsurance Coininsurance Coininsurance		Not covered Coinsurance Coinsurance Not covered Not covered		Deductible + Coinsurance Coinsurance Coinsurance Deductible + Coinsurance Deductible + Coinsurance	
Deductible + Coinsurance							
Independent testing facility: Lab: \$0 X-Ray: \$35		Independent testing facility: Lab: \$0 X-Ray: 10% Coins		Lab: N/A X-Ray: Deductible + Coinsurance		Deductible + Coinsurance	
Outpatient hospital facility: Deductible + Coinsurance		Outpatient hospital facility: 10% Coins		Independent testing facility: 10% Coins			
Independent testing facility: \$75		Independent testing facility: 10% Coins		Outpatient hospital facility: N/A		Deductible + Coinsurance	
Outpatient hospital facility: Deductible + Coinsurance		Outpatient hospital facility: 10% Coins					
N/A		N/A		N/A		N/A	
Preferred generic FHCP \$3 Walgreens N/A		Preferred generic FHCP \$3 Walgreens \$15		Preferred generic FHCP \$3 Walgreens \$15		Preferred generic FHCP \$3 Walgreens \$15	
Non-preferred generic FHCP \$10 Walgreens \$15		Non-preferred generic FHCP \$10 Walgreens \$15		Non-preferred generic FHCP \$10 Walgreens \$15		Non-preferred generic FHCP \$10 Walgreens \$15	
FHCP \$30 Walgreens \$35		FHCP \$30 Walgreens \$35		FHCP \$30 Walgreens \$35		FHCP \$30 Walgreens \$35	
FHCP \$55 Walgreens \$60		FHCP \$55 Walgreens \$60		FHCP \$55 Walgreens \$60		FHCP \$55 Walgreens \$60	
FHCP Only Pref 15% Coins Non-Pref 25% Coins		FHCP Only Pref 15% Coins Non-Pref 25% Coins		FHCP Only Pref 15% Coins Non-Pref 25% Coins		FHCP Only Pref 15% Coins Non-Pref 25% Coins	
\$6 \$27 \$87 \$162 N/A		\$6 \$27 \$87 \$162 N/A		\$6 \$27 \$87 \$162 N/A		\$6 \$27 \$87 \$162 N/A	
Non-Network		Non-Network		Non-Network		Non-Network	
N/A		N/A		N/A		N/A	
N/A		N/A		N/A		N/A	
N/A		N/A		N/A		N/A	
N/A		N/A		N/A		See above	
\$495.83	22			\$582.55			
\$1,208.83	15			\$1,420.26			
\$1,091.81	5			\$1,282.78			
\$1,447.32	21			\$1,700.46			
\$93,769	63			\$76,244			
\$1,125,223				\$914,923			
-8.1%				-1.4%			
Alternate 3							

Rates subject to final enrollment and underwriting

Executive Summary of Medical & Prescription Drug Coverage

Client ABC

October 1, 2019 - September 30, 2020

Vendor
Plan Name
Plan Type
Plan Details

Plan Deductible:
Embedded Deductible:
Calendar or Policy Year:
Coinsurance:
Maximum Out-of-Pocket:
(Includes Deductible, Copay, Rx)

Physician Services

Office Visit:
Specialist:
Chiropractic:

Hospital / Emergency Services

Inpatient Hospital Per Admission:
Emergency Room:
Urgent Care:
Outpatient Surgical Facility:
Ambulatory Surgery Center:

Diagnostic Services

Lab & X-Ray Outpatient:
Advanced Imaging Services (MRI, MRA, PET, CT):

Deductible:
Prescription Tier
Mail Order Prescription (90 Day Supply):

Non-Network Plan Details

Plan Deductible:
Coinsurance:
Maximum Out-of-Pocket:
Per Occurrence Deductible (Inpatient/Outpatient):

Plan Rates | Current Enrollment

Employee:
Employee + Spouse:
Employee + Child(ren):
Family:

Estimated Monthly Premiums:

Estimated Annual Premiums:

Estimated Grand Total Annual Premiums:

PEPY

Rate Change from Current (%):

Rate Change from Current (\$):

Option 1

Carrier	Carrier	Carrier	Carrier
Network	NHP HMO Network	Network	NHP HMO Network
Single	Family	Single	Family
\$0	\$0	\$0	\$0
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
15%	15%	15%	15%
\$2,500	\$5,000	\$3,000	\$6,000
N/A, Yes, Yes	N/A, Yes, Yes	N/A, Yes, Yes	N/A, Yes, Yes
\$20	\$20	\$25	\$25
\$35	\$35	\$50	\$45
\$20	\$20	\$25	\$25
\$200	\$250 per day, days 1-5	Deductible + Coinsurance	\$250
\$100	\$100	\$250	\$250
\$60	\$60	\$75	\$50
Coinsurance	\$100	Deductible + Coinsurance	\$250
Coinsurance	\$100	Deductible + Coinsurance	\$250
\$0	\$0	\$0	\$0
Coinsurance	Coinsurance	\$200	\$200
N/A	N/A	N/A	N/A
\$10 \$35 \$70	\$10 \$35 \$70	\$10 \$35 \$70	\$10 \$35 \$70
2.5x Copay	2.5x Copay	2.5x Copay	2.5x Copay
Non-Network	Non-Network	Non-Network	Non-Network
N/A	\$500	N/A	N/A
N/A	50%	N/A	N/A
N/A	\$6,000	N/A	N/A
N/A	\$12,000	N/A	N/A
N/A	N/A	N/A	N/A

Option 1

22	\$577.85
15	\$1,272.42
5	\$1,408.80
21	\$1,686.75

Estimated Monthly Premiums: 103 \$104,598 63 \$74,265

Estimated Annual Premiums: \$1,255,175 \$891,177

Option 1

\$2,146,352
\$12,930
-0.3%
-\$5,500

Option 2

Carrier	Carrier	Carrier	Carrier
Network	NHP HMO Network	Network	NHP HMO Network
Single	Family	Single	Family
\$250	\$500	\$250	\$500
Yes	Yes	Yes	Yes
Calendar	Calendar	Calendar	Calendar
20%	20%	20%	20%
\$1,000	\$2,000	\$1,000	\$2,000
Yes, Yes, Yes	Yes, Yes, Yes	Yes, Yes, Yes	Yes, Yes, Yes
\$25	\$25	\$25	\$25
\$50	\$45	\$50	\$45
\$25	\$25	\$25	\$25
Deductible + Coinsurance	\$250	Deductible + Coinsurance	\$250
\$250	\$250	\$250	\$250
\$75	\$50	\$75	\$50
Deductible + Coinsurance	\$250	Deductible + Coinsurance	\$250
Deductible + Coinsurance	\$250	Deductible + Coinsurance	\$250
\$0	\$0	\$0	\$0
\$200	\$200	\$200	\$200
N/A	N/A	N/A	N/A
\$10 \$35 \$70	\$10 \$35 \$70	\$10 \$35 \$70	\$10 \$35 \$70
2.5x Copay	2.5x Copay	2.5x Copay	2.5x Copay
Non-Network	Non-Network	Non-Network	Non-Network
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A

Option 2

\$534.48	\$490.97
\$1,176.92	\$1,081.12
\$1,303.06	\$1,196.98
\$1,560.15	\$1,433.14

Estimated Monthly Premiums: \$99,817 \$63,099

Estimated Annual Premiums: \$1,197,801 \$757,188

Option 2

\$1,954,989
\$11,777
-9.1%
-\$196,863

Rates subject to final enrollment and underwriting

Executive Summary of Medical & Prescription Drug Coverage

Client ABC

October 1, 2019 - September 30, 2020

Vendor

Plan Name

Plan Details

Plan Deductible:

Embedded Deductible:

Calendar or Policy Year:

Coinsurance:

Maximum Out-of-Pocket:
(Includes Deductible, Copay, Rx)

Physician Services

Office Visit:

Specialist:

Chiropractic:

Hospital / Emergency Services

Inpatient Hospital Per Admission:

Emergency Room:

Urgent Care:

Outpatient Surgical Facility:

Ambulatory Surgery Center:

Diagnostic Services

Lab, X-Ray & Diagnostics Outpatient:

Advanced Imaging Services (MRI, MRA, PET, CT):

Prescription Drug

Deductible:

Prescription Tier

Mail Order Prescription (90 Day Supply):

Non-Network Plan Details

Plan Deductible:

Coinsurance:

Maximum Out-of-Pocket:

Per Occurrence Deductible (Inpatient/Outpatient):

Plan Rates | Current Enrollment

Employee:

Employee + Spouse:

Employee + Child(ren):

Family:

Estimated Monthly Premiums:

Estimated Annual Premiums:

PEPY

Rate Change from Current (%):

Rate Change from Current (\$):

Option 3

Carrier

Carrier Plan
Network

Single

Family

\$250

\$500

Yes

Calendar

30%

\$4,000

\$8,000

Yes, Yes, Yes

\$20

\$35

\$35

Deductible + Coinsurance

\$100

\$60

Deductible + Coinsurance

Deductible + Coinsurance

\$0

Deductible + Coinsurance

N/A

\$15 | \$35 | \$60

3x Copay

Non-Network

\$500

\$1,000

50%

\$6,000

\$12,000

N/A

	Insurance & Admin	Claims Funding	Total
70	\$180.57	\$401.87	\$582.44
35	\$379.19	\$843.94	\$1,223.13
14	\$343.07	\$763.57	\$1,106.64
47	\$541.68	\$1,205.62	\$1,747.30
166	\$56,173	\$125,023	\$181,196
	\$674,082	\$1,500,275	\$2,174,357
		\$13,099	
			1.0%
			\$22,505

Cigna is offering \$20,000 premium credit for 1 month

ISL: \$50,000

Corridor Factor: 110%

Funding Agreement: 50%

Rates subject to final e nt and underwriting

Executive Summary of Medical & Prescription Drug Coverage

Client ABC

October 1, 2019 - September 30, 2020

Vendor

Plan Name

Plan Type

Plan Details

Plan Deductible:

Embedded Deductible:

Calendar or Policy Year:

Coinsurance:

Maximum Out-of-Pocket:
(Includes Deductible, Copay, Rx)

Physician Services

Office Visit:

Specialist:

Chiropractic:

Hospital / Emergency Services

Inpatient Hospital Per Admission:

Emergency Room:

Urgent Care:

Outpatient Surgical Facility:

Ambulatory Surgery Center:

Diagnostic Services

Lab, X-Ray & Diagnostics Outpatient:

Advanced Imaging Services (MRI, MRA, PET, CT):

Prescription Drug

Deductible:

Prescription Tier

Mail Order Prescription (90 Day Supply):

Non-Network Plan Details

Plan Deductible:

Coinsurance:

Maximum Out-of-Pocket:

Per Occurrence Deductible (Inpatient/Outpatient):

Plan Rates | Current Enrollment

Employee:	50
Employee + Spouse:	19
Employee + Child(ren):	9
Family:	25

Estimated Monthly Premiums: 103

Estimated Annual Premiums:

Rate Change from Current (%):

Estimated Grand Total Annual Premiums:
PEPY

Rate Change from Current (%):

Rate Change from Current (\$):

Option 4					
Carrier			Carrier		
Carrier Plan			Carrier Plan		
Network			Network		
Single	Family		Single	Family	
\$0	\$0		\$250	\$500	
	N/A			Yes	
	N/A			Calendar	
	15%			30%	
\$2,500	\$5,000		\$4,000	\$8,000	
	N/A, Yes, Yes			Yes, Yes, Yes	
	\$20			\$30	
	\$35			Coinsurance	
	\$35			Coinsurance	
	Coinsurance			Deductible + Coinsurance	
	\$100			\$100	
	\$60			\$60	
	Coinsurance			Deductible + Coinsurance	
	Coinsurance			Deductible + Coinsurance	
	Covered in full			Covered in full	
	Coinsurance			Deductible + Coinsurance	
	N/A			N/A	
	\$15 \$35 \$60			\$15 \$35 \$60	
	3x Copay			3x Copay	
	Non-Network			Non-Network	
	N/A			\$500	\$1,000
	N/A			50%	
	N/A			\$6,000	\$12,000
	N/A			N/A	

Insurance & Admin	Claims Funding	Total
\$174.73	\$461.89	\$636.62
\$405.38	\$1,071.57	\$1,476.95
\$377.42	\$997.67	\$1,375.09
\$510.05	\$1,348.24	\$1,858.29
\$32,587	\$86,139	\$118,726
\$391,041	\$1,033,672	\$1,424,713

Insurance & Admin	Claims Funding	Total
\$175.86	\$384.55	\$560.41
\$408.00	\$892.13	\$1,300.13
\$379.86	\$830.61	\$1,210.47
\$513.33	\$1,122.48	\$1,635.81
\$22,668	\$49,567	\$72,235
\$272,018	\$594,806	\$866,824

Option 4		
Insurance & Admin	Claims Funding	Total

\$663,059	\$1,628,478	\$2,291,537
		\$13,804
		6.5%
		\$139,685

ISL:	\$50,000
Corridor Factor:	110%
Funding Agreement:	50%

Cigna is offering \$20,000 premium credit for 1 month

Rates subject to final enrollment and underwriting

Executive Summary of Dental Coverage

Client ABC

October 1, 2019 - September 30, 2020

Vendor

Network:
Plan Name:

Plan Details

Coinurance Percentage
Deductible (Family Maximum):
Deductible Waived for Preventive:
Calendar Year Maximum:
Orthodontic Lifetime Maximum / 8070 / 8080 Children Ortho:
Included Adult Ortho / 8090 Adult Ortho:

Dental Services

Routine Exam & Cleaning: 1110:
Fluoride Treatment: 1206:
X-Ray (Bitewings): 0270:
X-Ray (Full Mouth): 0210:
Sealants: 1351:
Fillings: 2140/ 2150/ 2160:
Root Canal Therapy: 3310:
Crowns: 2751/ 2791:
Bridges: 6212:
Dentures: 5110:
Implants: 6010:

Non-Network Details

Coinurance Percentage:
Deductible (Family Maximum):
Deductible Waived for Preventive:
Calendar Year Maximum:
Percent of UCR:

Waiting Periods:

Late Entrant Penalties:

Allows Annual Open Enrollment:
Included Rollover:

Employer Contribution:
Participation Requirement:
Rate Guarantee:

Plan Rates | Current Enrollment

	Current	Renewal
Employee:	\$43.40	\$43.40
Employee + Spouse:	\$89.96	\$89.96
Employee + Child(ren):	\$99.84	\$99.84
Family:	\$152.96	\$152.96
Total:	23	79

Estimated Monthly Premiums:	\$2,028	\$2,028
Estimated Annual Premiums:	\$24,336	\$24,336
Rate Change from Current:		0.0%

	Current	Renewal
Estimated Grand Total Annual Premiums:	\$99,639	\$99,639
PEPY		\$784.56
Rate Change from Current (%):		0.0%
Rate Change from Current (\$):		\$0

Notes:

Current | Renewal

Carrier	Carrier	Carrier	Carrier
Ameritas High Plan	Ameritas Mid Plan	Ameritas Mid Plan	Ameritas Low Plan
Network	Network	Network	Network
Single	Single	Single	Single
100% 100% 60% 50%	100% 80% 50% 50%	100% 80% 50% 50%	100% 80% 50% 50%
\$50	\$50	\$50	\$50
Yes	Yes	Yes	Yes
\$2,000	\$1,000	\$1,000	\$3,000
\$1,000	\$1,000	\$1,000	N/A
No	No	No	No
Benefit Level	Benefit Level	Benefit Level	Benefit Level
Frequency	Frequency	Frequency	Frequency
Preventive	Preventive	Preventive	Preventive
2 in 12 months	2 in 12 months	2 in 12 months	2 in 12 months
1 in 12 months, age 18 & under	1 in 12 months, age 18 & under	1 in 12 months, age 18 & under	1 in 12 months, age 18 & under
1 in 12 months	1 in 12 months	1 in 12 months	1 in 12 months
1 in 3 years	1 in 3 years	1 in 3 years	1 in 3 years
1 in 3 years, under age 16	1 in 3 years, under age 16	1 in 3 years, under age 16	1 in 3 years, under age 16
Basic	Basic	Basic	Basic
1 per 6 months	1 per 6 months	1 per 6 months	1 per 6 months
Retreatment 1 per 12 months	Retreatment 1 per 12 months	Retreatment 1 per 12 months	Retreatment 1 per 12 months
Major	Major	Major	Major
1 in 5 years	1 in 5 years	1 in 5 years	1 in 5 years
Major	Major	Major	Major
1 in 5 years	1 in 5 years	1 in 5 years	1 in 5 years
Major	Major	Major	Major
1 in 5 years	1 in 5 years	1 in 5 years	1 in 5 years
Major	Major	Major	Major
1 in 5 years	1 in 5 years	1 in 5 years	1 in 5 years
Non-Network	Non-Network	Non-Network	Non-Network
100% 80% 50% 50%	100% 50% 25% 50%	100% 50% 25% 50%	100% 50% 25% 50%
\$50	\$100	\$100	\$300
Yes	Yes	Yes	Yes
\$1,000	\$1,000	\$1,000	\$1,000
90th	MAC	MAC	MAC
None	None	None	None
Late entrants will be eligible for only exams, cleanings, and fluoride applications for the first 12 months they are covered	Late entrants will be eligible for only exams, cleanings, and fluoride applications for the first 12 months they are covered	Late entrants will be eligible for only exams, cleanings, and fluoride applications for the first 12 months they are covered	Late entrants will be eligible for only exams, cleanings, and fluoride applications for the first 12 months they are covered
Yes	Yes	Yes	Yes
Yes	Yes	Yes	Yes
0%	0%	0%	0%
60% or 90 members	60% or 90 members	60% or 90 members	60% or 90 members
1 year until 9/30/2020	1 year until 9/30/2020	1 year until 9/30/2020	1 year until 9/30/2020

Payment Basis: Non-Participating Providers- Maximum Allowable Charge | Participating Providers: Maximum Allowable Charge

Please see benefit sheet for complete list of covered services

Executive Summary of Vision Coverage

Client ABC

October 1, 2019 - September 30, 2020

Vendor

Network

Copays

Exam:

Frequencies

Exams:

Lenses:

Frames:

Contacts:

Allowances

Frames:

Contact (Elective):

Contact (Medically Necessary):

Non-Network Allowances

Exam:

Single Vision:

Bifocal:

Trifocal:

Frames:

Contact (Elective):

Contact (Medically Necessary):

Employer Contribution:

Participation Requirement:

Rate Guarantee:

Plan Rates | Current Enrollment

Employee:

Family:

Total:

Estimated Monthly Premiums:

Estimated Annual Premiums:

PEPY

Notes:

Current

Carrier

EyeMed Select

Network

\$10

12 months

12 months

24 months

12 months

\$130 + 20% off balance over \$130

\$105 + 15% off balance over \$105

Covered in full

Non-Network

up to \$30

up to \$25

up to \$40

up to \$60

up to \$65

up to \$84

up to \$200

0%

10 enrolled

Until 9/30/2020

Current

\$6.98

\$17.81

\$1,092

\$13,106

\$160

Rates subject to final enrollment underwriting

Executive Summary of Group Life & AD&D Coverage

Client: ABC
 October 1, 2019 - September 30, 2020
 Basic Life:
 AD&D:

10,795,650
 10,305,650

	Current Renewal			Option 1			Option 2			Option 3			Option 4		
Vendor	Carrier		Carrier	Carrier		Carrier	Carrier		Carrier	Carrier		Carrier			
Class Definition Plan Details	Benefit	Maximum	Guarantee Issue	Benefit	Maximum	Guarantee Issue	Benefit	Maximum	Guarantee Issue	Benefit	Maximum	Guarantee Issue	Benefit	Maximum	Guarantee Issue
Class 1: Active members other than commissioners	1x Annual Salary	\$100,000	\$100,000	1x Annual Salary	\$100,000	\$100,000	1x Annual Salary	\$100,000	\$100,000	1x Annual Salary	\$100,000	\$100,000	1x Annual Salary	\$100,000	\$100,000
Class 2: Retirees electing \$10,000 benefit	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Class 3: Retirees electing \$25,000 benefit	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
	Class 1	Class 2	Class 3	Class 1	Class 2	Class 3	Class 1	Class 2	Class 3	Class 1	Class 2	Class 3	Class 1	Class 2	Class 3
Reduction Schedule:	to 65% at age 65 to 50% at age 70 Terminates at retirement	None	to 40% at age 70+	by 35% at age 65 by 50% at age 70 Terminates at retirement	None Terminates at age 99	by 60% at age 70 Terminates at age 99	to 65% at age 65 to 50% at age 70 Terminates at retirement	None	to 40% at age 70	to 65% at age 65 to 50% at age 70 Terminates at retirement	to 65% at age 65 to 50% at age 70 None	to 65% at age 65 to 50% at age 70 None	to 65% at age 65 to 50% at age 70 Terminates at retirement	to 67% at age 70 to 50% at age 75	to 67% at age 70 to 50% at age 75
Waiver of Premium:	Class 1: Included			Class 1: Included			Class 1: Included			Class 1: Included			Class 1: Included		
Conversion:	Included			Included			Included			Included			Included		
Accelerated Death Benefit:	Class 1: Included			Class 1: Included			Class 1: Included			Class 1: Included			Class 1: Included		
Seabell/Safe Driver Benefit:	Class 1: Included			Class 1: Included			Class 1: Included			Class 1: Included			Class 1: Included		
Current Enrollment:	100%			100%			100%			100%			100%		
Employer Contribution:	100%			100%			100%			100%			100%		
Participation Requirement:	100%			100%			100%			100%			100%		
Rate Guarantee:	1 year until 9/30/2020			2 years until 9/30/2021			3 years until 9/30/2022			2 years until 9/30/2021			2 years until 9/30/2021		
Plan Rates	Current	Renewal		Option 1			Option 2			Option 3			Option 4		
Basic Life	\$0.175	\$0.240		\$0.175			\$0.135			\$0.170			\$0.160		
AD&D	\$0.030	\$0.030		\$0.030			\$0.030			\$0.020			\$0.020		
Estimated Monthly Premiums:	\$2,198	\$2,900		\$2,198			\$1,767			\$2,041			\$1,933		
Estimated Annual Premiums:	\$26,381	\$34,802		\$26,381			\$21,199			\$24,496			\$23,201		
Rate Change from Current (%):		-31.9%		0.0%			-19.6%			-7.1%			-12.1%		
Rate Change from Current (\$):		\$8,421		\$0			-\$5,182			-\$1,884			-\$3,180		

Notes:

Executive Summary of Voluntary Group Life & AD&D Coverage

Client ABC

October 1, 2019 - September 30, 2020

	Current Renewal	Option 1	Option 2	Option 3	Option 4
Vendor	Carrier	Carrier	Carrier	Carrier	Carrier
Plan Details (Employee)					
Benefit (Increments of):	1x, 2x, or 3x Salary	5x Salary	\$10,000	3x Salary	1x, 2x, or 3x Salary
Maximum Benefit:	\$400,000	\$400,000 (\$50,000 for employees age 70+)	\$300,000	\$400,000	\$400,000
Guarantee Issue:	\$195,000	\$150,000	\$200,000	\$150,000	\$100,000
Reduction Schedule:	to 65% at age 65 to 50% at age 70	by 35% at age 65 by 50% at age 70 Terminate upon retirement	None	to 65% at age 65 to 50% at age 70	to 65% at age 65 to 50% at age 70
Waiver of Premium:	Included	Included	Included	Included	Included
Portability:	Included	Included	Included	Included	Included
Accelerated Death Benefit:	Included	Included	Included	Included	Included
Employer Contribution:	0%	0%	0%	0%	0%
Participation Requirement:	Greater of 20% or 10 enrolled	Lesser of 35% of eligible employees or an additional 25% of those currently not participating	None	32%	30%
Rate Guarantee:	1 year until 9/30/2020	2 years until 9/30/2021	3 years until 9/30/2022	2 years until 9/30/2021	2 years until 9/30/2021
Plan Rates per \$1,000	Current Renewal	Option 1	Option 2	Option 3	Option 4
	Employee	Employee	Employee	Employee	Employee
Under 35	\$0.110 \$0.110	\$0.110	\$0.110	\$0.110	\$0.110
Age 35 - 39	\$0.140 \$0.140	\$0.140	\$0.140	\$0.140	\$0.140
Age 40 - 44	\$0.210 \$0.210	\$0.210	\$0.210	\$0.210	\$0.210
Age 45 - 49	\$0.340 \$0.340	\$0.340	\$0.340	\$0.340	\$0.340
Age 50 - 54	\$0.530 \$0.530	\$0.530	\$0.530	\$0.530	\$0.530
Age 55 - 59	\$0.930 \$0.930	\$0.930	\$0.930	\$0.930	\$0.930
Age 60 - 64	\$1.310 \$1.310	\$1.310	\$1.310	\$1.310	\$1.310
Age 65 - 69	\$2.160 \$2.160	\$2.160	\$2.160	\$2.160	\$2.160
Age 70 - 74	\$4.660 \$4.660	\$4.660	\$4.660	\$4.660	\$4.660
Age 75 +	\$6.010 \$6.010	\$6.010	\$6.010	\$6.010	\$6.010

Notes:

Premium Calculation

Step 1: Benefit / 1000 = # Units

Step 2: # Units x Age-banded Rate = \$ Premium Per Month

On the effective date, all eligible employees will be allowed to elect or increase coverage up to the Guaranteed Acceptance Level as defined for newly eligible employees (\$150k). At the Annual Open Enrollment Period, current eligible employees may elect or increase up to 2 increments (\$20k) on a guaranteed acceptance basis (any total election over \$150k will require EOI).

Spouse life can be added in increments of \$5k up to \$150k (\$25k GI) and the employee rates above would apply to the spouse. Child life can be added with a benefit of \$10k or \$15k for \$0.130 per \$1k. Current insured employees can elect an additional \$20,000 at open enrollment without EOI, as long as they do not exceed the guarantee issue amount.

Example: 44 year old, \$200,000 Benefit
\$200,000 / 1000 = 200 Units
200 x Age 44 rate = \$42.00

Executive Summary of Short Term Disability Coverage

Client ABC

October 1, 2019 - September 30, 2020

Weekly Volume

	\$51,300		\$68,400							
	Current Renewal		Option 1		Option 2		Option 3		Option 4	
Vendor	Carrier		Carrier		Carrier		Carrier		Carrier	
Plan Details										
Elimination Period (Accident):	11 Days		8 Days		8 Days		11 Days		12 Days	
Elimination Period (Sickness):	11 Days		8 Days		8 Days		11 Days		12 Days	
Percent of Salary	70%		70%		70%		70%		70%	
Maximum Weekly Benefit (per week):	\$300		\$400		\$400		\$300		\$300	
Duration of Benefits (days):	180		26 weeks		180		175		168	
Pre-Existing Conditions:	None		None		None		None		None	
Number of Eligible Lives:	171		171		171		171		171	
Employer Contribution:	100%		100%		100%		100%		100%	
Participation Requirement:	100%		100%		100%		100%		100%	
Rate Guarantee:	1 year until 9/30/2020		2 years until 9/30/2021		2 years until 9/30/2021		2 years until 9/30/2021		2 years until 9/30/2021	
Plan Rates	Current Renewal		Option 1		Option 2		Option 3		Option 4	
Rate / \$10 Benefit	\$0.300	\$0.330	\$0.300		\$0.311		\$0.270		\$0.300	
Estimated Monthly Premiums:	\$1,539	\$1,693	\$2,052		\$2,127		\$1,385		\$1,539	
Estimated Annual Premiums:	\$18,468	\$20,315	\$24,624		\$25,527		\$16,621		\$18,468	
Rate Change from Current (%):		10%	0%		38%		-10%		0%	
Rate Change from Current (\$):		\$1,847	\$6,156		\$7,059		-\$1,847		\$0	

Annual premium reflects the increased maximum weekly benefit.

Notes:

Executive Summary of Long Term Disability Coverage

Client ABC

October 1, 2019 - September 30, 2020

	Current Renewal		Option 1	Option 2	Option 3	Option 4
Vendor	Carrier		Carrier	Carrier	Carrier	Carrier
Plan Details						
Elimination Period:	180 days		180 days	180 days	180 days	180 days
Percent of Salary:	60%		60%	60%	60%	60%
Maximum Monthly Benefit:	\$6,000		\$6,000	\$6,000	\$6,000	\$6,000
Benefit Period:	5 years or SSNRA, whichever is shorter		5 years or age 70, whichever is shorter	To age 65; reduced duration after age 61	5 years	5 years graded
Integration:	Full family		Full family	Full family	Full family	Full family
Definition of Disability:	2 years own occ any occ thereafter		2 years own occ any occ thereafter	2 years own occ any occ thereafter	2 years own occ any occ thereafter	2 years own occ any occ thereafter
Earnings Test:	80% / 60%		99% / 85%	80% / 60%	99% / 85%	80% / 60%
Pre-Existing Conditions:	3/12		3/12	3/12	3/12	3/12
Mental & Nervous Limitations:	24 months per lifetime		24 months per lifetime	24 months per lifetime	24 months per lifetime	24 months per lifetime
Return to Work Incentive:	Included		Included	Included	Included	Included
Rehabilitation Benefit:	Included		Included	Included	Included	Included
Worksite Modification:	Included		Included	Included	Included	Included
EAP:	Included		Included	Included	Included with the Basic Life & AD&D	Included with STD or Basic Life & AD&D
Number of Eligible Lives:	171		171	171	171	171
Employer Contribution:	0%		0%	0%	0%	0%
Participation Requirement:	Greater of 20% or 10 enrolled		23%	20%	23%	20%
Rate Guarantee:	1 year until 9/30/2020		2 years until 9/30/2021	2 years until 9/30/2021	2 years until 9/30/2021	2 years until 9/30/2021
Rate / \$100 Covered Payroll	Current	Renewal	Option 1	Option 2	Option 3	Option 4
Under 30	\$0.130	\$0.146	\$0.117	\$0.120	\$0.130	\$0.092
Age 30 - 34	\$0.190	\$0.213	\$0.171	\$0.170	\$0.190	\$0.134
Age 35 - 39	\$0.200	\$0.224	\$0.180	\$0.180	\$0.200	\$0.141
Age 40 - 44	\$0.310	\$0.347	\$0.279	\$0.280	\$0.310	\$0.219
Age 45 - 49	\$0.470	\$0.526	\$0.423	\$0.420	\$0.470	\$0.331
Age 50 - 54	\$0.760	\$0.851	\$0.684	\$0.680	\$0.760	\$0.536
Age 55 - 59	\$1.340	\$1.501	\$1.206	\$1.210	\$1.340	\$0.945
Age 60+	\$1.760	\$1.971	\$1.584	\$1.580	\$1.760	\$1.241

Notes:

Calculation:

Step 1: Annual Salary / 12 = Covered Monthly Payroll
 Step 2: Covered Monthly Payroll x % Percentage of Benefit = Monthly Benefit*
 Step 3: Covered Monthly Payroll / 100 = # Units
 Step 4: # Units x Rate = Premium Per Month

*Please note: Step 2 calculates monthly benefit and is not necessary for premium calculation. Subject to maximum monthly benefit.

Example: 44 year old, \$60,000 annual salary
 \$60,000.00 / 12 = \$5000 Covered Monthly Payroll
 \$5000 x .60 = \$3000 Monthly Benefit
 \$5000 / 100 = 50 # Units
 50 x Age 44 rate = \$15.50

Executive Summary of Flexible Spending Account Coverage

Client ABC

October 1, 2019 - September 30, 2020

	Option 1	Option 2	Option 3	Option 4
Vendor	Carrier	Carrier	Carrier	Carrier
Plan Details				
Initial Set-up Fee:	\$0	\$0	\$200	\$300
Annual Renewal Fee:	\$0	\$0	\$0	\$300
Admin Fee (pepm):	\$3.82	\$4.60	\$4.25	\$4.00
Minimum Monthly Amount:	\$50	\$0	\$60	\$130
Rate Guarantee:				
Plan Rates	Option 1	Option 2	Option 3	Option 4
Number of Participants:	160	160	160	160
Estimated Annual Premiums (First Year):	\$7,334	\$8,832	\$8,360	\$8,280
Estimated Annual Premiums:	\$7,334	\$8,832	\$8,160	\$7,980

Notes:

Lost debit card: \$10 / Replacement card due to a reporting error \$10

Enrollment Materials are provided electronically.
Printed booklets: \$0.95 per booklet.

Additional cards or replacement for lost cards: \$5 per card

\$100 annual fee for plan documents for the Section 125 plan and underlying benefits such as the FSAs and access to online Section 125 nondiscrimination testing services. No charge for initial plan document.

Fee for on-site employee meetings or participation in benefit fairs is \$300 per day plus reasonable travel expenses.

Printed enrollment materials: \$3 per packet

Customized Group Employee Education Meeting: Additional fees apply

Preliminary Nondiscrimination Test: \$150 each

CLIENT ABC

Pre-Renewal Questionnaire



Pre-Renewal Questionnaire

As one of our valued clients, our priorities are to ensure that you understand your coverage, are adequately informed of the options available and are properly insured. As part of your annual review, it is imperative that you take a few moments to review and complete the following and return it to our office. Our team will use the information in this questionnaire to go out to market and ensure your renewal plans are set up correctly.

Please complete the following sections and return along with your current census.

- 1) **Employee Count Worksheet & Affiliated Companies:** We show that you have 50 or more eligible employees; however, if you have part time employees, that can have an impact on certain compliance-related items. This form provides us with the full picture of your employee counts.
- 2) **Quote Request Form:** We typically go out to market and request similar plan designs to what you have in place, unless you tell us differently. This form gives you an opportunity to ask for different plan designs, inquire about specific carriers, and indicate your interest in add-on solutions.
- 3) **Pre-Renewal Questionnaire:** This is the form we use to gather basic information about you and your organization. While we DO have much of this on file, you would be surprised at how often these come back to us with NEW information!
- 4) **Employee Handbook:** This is a good opportunity for you to review your client handbook. If there are any areas of concern, or if you would like sample handbook language, please let us know. We can review your concerns with our HR Resources and send you sample handbooks and policies.
- 5) **Census:** If you are interested in marketing any lines of coverage, we need to confirm your current eligible employees and their salaries. Please complete the attached Excel template and return to me. Additionally, be sure to verify this census against your current invoices to ensure there are no missing employees, or employees who have recently terminated. If we do not receive a completed census back from you, we may be unable to market additional coverage options.

If you have any questions, please reach out to me.

Morgan Legath
Account Manager

Return to morgan.legath@bbrown.com



Employee Count Worksheet & Affiliated Companies

Determination of Group Size: These are calculations that are required for certain regulatory tests.

Is your organization an Applicable Large Employer* (ALE)? (circle one) Yes No Unknown

**ALE Determination: An ALE is an employer that has 50 or more full-time equivalent employees. If unsure, please complete the following calculation to determine your ALE status.*

Please base all of your responses on the prior calendar year (2021). Counts should include any employee working for any business that is considered a single employer under subsection (b), (c), (m), or (o) of IRS Section 414. Please let us know if you have questions on this section.

A. Calculate the average number of total employees (eligible and non-eligible – anyone receiving a W-2)

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Avg.

Total: Add up all monthly columns

Average: Divide the total by 12

Average Number of Total Employees in 2021: _____

B. Calculate the average number of employees who worked 30 hours or more per week each month

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Avg.

Total: Add up all monthly columns

Average: Divide the total by 12

Average Number of Total Employees in 2021: _____

C. Calculate the total number of employees who worked less than 30 hours per week each month (see instructions below)

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Avg.
Hours														
FTE														

Hours: Total number of "hours of service" for all employees who work less than 30 hours of service per week for that month (including paid time off and paid vacations)

FTE: Divide the hours by 120 on a monthly basis

Total: Add up the monthly FTE columns

Average: Divide the total by 12

Average Number of Full-Time Equivalent Units for 2021: _____

D: Calculate the total number of full-time equivalent employees

Total number of Full-Time Equivalent Employees for 2021 (Add up the total from B and C): _____

Please have business owner, accountant, or attorney complete.

Please list below all affiliates that would qualify as one employer under subsection (b), (c), (m), or (o) of section 414 of the Internal Revenue Code. Please include a description of how the entities are affiliated (i.e., parent/child, % common ownership, etc.).

Name of Employer Group:

Name of Business Entity	Employer Federal Tax ID	Description of affiliation	# Employees	# Eligible Employees*

*Only include employees who are eligible for your benefits program. If an entity has its own benefit program, enter zero.



Quote Request Form

Each year, your Account Executive will present options for any renewing line of coverage currently in place. Please use this form to let us know if there are any **additional** coverages or services **that you do not currently have in place** that you would like us to quote for your upcoming renewal. You can also use this form to indicate any Group Services or Compliance Items that you have questions on or would like additional information on. Once received, your Account Executive will contact you to identify any additional items needed to quote, or to confirm the information that you have requested.

Group Insurance

- | | |
|---|---|
| <input type="checkbox"/> Medical | <input type="checkbox"/> Long Term Disability |
| <input type="checkbox"/> Prescription | <input type="checkbox"/> Voluntary Worksite Benefits (Critical Illness, Cancer, Hospital Indemnity, etc.) |
| <input type="checkbox"/> Stop Loss | <input type="checkbox"/> EAP Programs |
| <input type="checkbox"/> Minimum Essential Coverage (MEC) Plans | <input type="checkbox"/> Telemedicine |
| <input type="checkbox"/> Dental | <input type="checkbox"/> Provider Transparency Tools |
| <input type="checkbox"/> Vision | <input type="checkbox"/> Travel Accident |
| <input type="checkbox"/> Life | <input type="checkbox"/> Expatriate Insurance |
| <input type="checkbox"/> AD&D | |
| <input type="checkbox"/> Short Term Disability
(including State Mandated Programs) | |

Group Services

- | | |
|---|---|
| <input type="checkbox"/> Premium Only Plan | <input type="checkbox"/> Health Reimbursement Arrangement (HRA) |
| <input type="checkbox"/> Health Care Flexible Spending Account | <input type="checkbox"/> Health Savings Account (HSA) |
| <input type="checkbox"/> Limited Scope Flexible Spending Account | <input type="checkbox"/> Wellness Services |
| <input type="checkbox"/> Dependent Care Flexible Spending Account | <input type="checkbox"/> Online Enrollment Services |
| | <input type="checkbox"/> HR Services |

Compliance

- | | |
|--|---|
| <input type="checkbox"/> COBRA Administration | <input type="checkbox"/> Employee Notification Requirements (CHIPRA, WHCRA, etc.) |
| <input type="checkbox"/> FMLA Administration | <input type="checkbox"/> Health Care Reform |
| <input type="checkbox"/> ERISA Form 5500 Filing | <input type="checkbox"/> Pay or Play (if applicable) |
| <input type="checkbox"/> ERISA Wrap Services | <input type="checkbox"/> PCORI Fee (if applicable) |
| <input type="checkbox"/> ACA Filing Services | <input type="checkbox"/> Summary of Benefits & Coverage (SBCs) |
| <input type="checkbox"/> HIPAA Compliance Services | <input type="checkbox"/> Marketplace Notice |

This list of insurance and services is not meant to be a complete list of all of your insurance needs. The information contained herein and documents are provided solely for informational purposes with the understanding that neither Brown & Brown, Inc. nor any of its affiliates is rendering legal, tax, accounting or other professional advice on specific matters. Thus, Brown & Brown, Inc. assumes no liability whatsoever in connection with the use of such information or documents. Brown & Brown, Inc. recommends that you consult your legal counsel or other professional advisor for definitive legal or professional advice. This document is a confidential & proprietary work product of Brown & Brown, Inc. and is not authorized for further use or distribution.

© March 19, 2023, Brown & Brown, Inc.



Pre-Renewal Questionnaire

Please enter contact information for the main location of your company:

Legal Name: _____

Address: _____

Phone: _____

Please briefly describe what your company does: _____

Who is authorized to sign contracts?

Name: _____

Title: _____

Email: _____

Phone: _____

Who is your HIPAA Privacy Officer?

Name: _____

Title: _____

Email: _____

Phone: _____

Who is our administrative contact?

Name: _____

Title: _____

Email: _____

Phone: _____

What is your corporate structure?

☐ Non-Profit

☐ S-Corp

☐ C-Corp

☐ LLC

☐ Sole-Proprietor

☐ Partnership

☐ Multiple

☒ Other

If Other or Multiple, please explain: Local Government



Please list all staff members who are authorized to access your benefit plan information in an administrative capacity. Please note that anyone who access federally protected PHI needs to be trained in HIPAA privacy and security. *Be sure to include yourself if you are an authorized group contact for the new plan year!*

Name	Title	Email	May access PHI (circle one)	May access salary info (circle one)
			Yes No	Yes No
			Yes No	Yes No
			Yes No	Yes No
			Yes No	Yes No
			Yes No	Yes No
			Yes No	Yes No

When was your company founded? (please provide month and year) _____

We will assume that your **Benefit Plan Fiscal Year** matches your medical plan renewal cycle unless you tell us differently here: _____

Payroll Cycle: Please select the number of benefit deductions that you have during the year, and enter the class name as well if you have multiple payroll cycles (*continue on additional page if necessary*)

Class 1: _____

☐ 12 ☐ 24 ☐ 26 ☐ 48 ☐ 52 ☐ Other: _____

Class 2: _____

☐ 12 ☐ 24 ☐ 26 ☐ 48 ☐ 52 ☐ Other: _____



Are there any benefit plans we do not help you with? No pressure: we just need to know so that we can properly assist you with items such as Wrap Documents.

- ☐ Brown & Brown handles all of our benefit plans
- ☐ We have other plans Brown & Brown does not help with. These plans are:

What is your definition of a spouse?

- ☒ Legal Spouse Only
- ☐ Legal Spouse or Domestic Partner

How would you like to treat spouses who have access to coverage through their employer?

- ☐ I want to allow them to join our plan, even if they have other coverage
- ☐ I want to make them ineligible for our plan
- ☐ I want to make them eligible; however, I would like them to pay a surcharge to join our plan

If you offer employer-paid disability, do you “gross up” the premium onto your employees’ taxable wages, so they are paying tax on the premium? This results in a tax-free benefit in case of a claim.

- ☐ N/A – we do not offer employer-paid disability
- ☐ Yes, we are grossing up the premium, so the benefit is tax-free
- ☐ No, we pay the premium without grossing up, so the benefit is taxable to the employee
- ☐ I’m not sure – please call me to discuss

If you have more than 50 employees and are subject to “Pay or Play” under ACA, we will assume that your plan is operating under the following Lookback Periods. If you are subject, remember that you are responsible for employer reporting. If you need assistance with a vendor/solution for this reporting, please check the corresponding box in the Quote Request Form, under Compliance Services.

If you are doing something different, please specify below that item.

- ☐ Initial Measurement Period: 12 months, starting on the first day of the month following date of hire
 - Other: _____
- ☐ Initial Administrative Period: 1 month
 - Other: _____
- ☐ Initial Stability Period: 12 months
 - Other: _____
- ☒ Standard Measurement Period: 12 months, beginning 1 month before your renewal date (example: If you renew on January 1, your Standard Measurement Period is December 1 through November 30)
 - Other: _____
- ☐ Standard Administrative Period: 1 month before your renewal date (example: December for a January 1 renewal)
 - Other: _____
- ☐ Standard Stability Period: The 12-month period coinciding with your medical renewal cycle (example: January 1 to December 31 for a January 1 renewal)

Other: _____



We are collecting information about our clients' attorneys, payroll vendors/software and accountants for two reasons. First, some clients have asked us for referrals, and we are interested in who is doing a good job for you. Second, sometimes it may be necessary to interact with your other vendors (always with your permission first). If you are comfortable sharing this information, please supply here:

Attorney: _____

Payroll Vendor: _____

Accountant: _____

Completed by: _____

Print Name

Date: _____





EMPLOYEE BENEFIT GUIDE

April 1, 2023 through March 31, 2024

This Benefit Guide provides a brief description of plan benefits. For more information on plan benefits, exclusions, and limitations, please refer to the Plan documents or contact the carrier/administrator directly. If any conflict arises between this Guide and any plan provisions, the terms of the actual plan document or other applicable documents will govern in all cases. Benefits are subject to modification at any time.

TABLE OF CONTENTS

Annual Open Enrollment What's New Who We Cover	2
Qualified Life Events	3
Medical Insurance Terms	4-5
Medical Insurance	6
Where To Go When Seeking Medical Attention	7
Dental Insurance	8
Vision Insurance	9
Group Life and AD&D Voluntary Life and AD&D	10
Voluntary Short-Term Disability	11
Voluntary Long-Term Disability EAP	12
Health Savings Account (HSA)	13
Who To Call	14
Important Notices	15-23

WELCOME

The City of Bonita Springs is committed to providing our employees with a comprehensive benefits program to help you stay healthy and feel secure. This booklet will provide a brief description of those benefits which include medical, dental, vision, life/AD&D, voluntary life/AD&D, disability insurance. The City also offers employees a \$200 allowance that can be used as the employee chooses for vision, voluntary life/AD&D, short-term disability, long-term disability, or dependent coverage. For a detailed description of these benefits please refer to the applicable Certificates of Coverage.

ANNUAL OPEN ENROLLMENT

During the annual open enrollment period, you may make changes to your benefit plan elections and/or the family members you cover. Changes can only be made outside of the annual enrollment period if you experience a qualified life event. Now is the time to carefully review your plan options. Open Enrollment for our benefit plans will be conducted until the end of March. Elections you make during open enrollment will become effective April 1, 2023.

WHAT'S NEW FOR 2023-2024

Medical insurance is renewing with United Healthcare

- New plan will be a traditional PPO with copays for several common services
- Network will remain Choice Plus Network
- The City will fund \$1,950 into a Health Reimbursement Account (HRA) for employees enrolled in medical
- The City will pay 100% of the premium for employee only coverage and 75% for all dependent coverage

Dental, Vision, Life and Disability are renewing with The Standard

- No change in rates

WHO WE COVER

Employees are eligible to participate in the City of Bonita Springs employee benefits program:

- if they work 30 or more hours a week. Coverage will be effective 1st of the month following 30 days of employment.

Dependent Eligibility

A dependent is defined as the participant's legal spouse and dependent child(ren) of the participant. Dependent children may be covered as follows:

- Medical
 - ☐ To end of the calendar year following their 26th birthday with no eligibility requirements
 - ☐ From their 26th birthday to the end of the calendar year of their 30th birthday if they are unmarried and do not have a dependent of his or her own, is a resident of Florida or a student, not enrolled in any other health plan, and not entitled to benefits under Title XVIII of the Social Security Act unless the child is a handicapped or dependent child.
- Dental & Vision
 - ☐ Through the end of the month following their 26th birthday
- Voluntary Life
 - ☐ Unmarried dependent children from birth through age 20, or to age 24 if full time student

QUALIFIED LIFE EVENTS

Premiums for medical, dental, and vision insurance are deducted through a Cafeteria Plan established under Section 125 of the Internal Revenue Code (IRC) and are pre-tax to the extent permitted. Under Section 125, changes to your pre-tax benefits can be made **ONLY** during the Open Enrollment period unless you or your qualified dependents experience a qualifying event and the request to make a change is made within 30 days of the qualifying event. An "eligible" qualifying event is determined by the Internal Revenue Service (IRS) Code, Section 125.

- Marriage
- Divorce or legal separation (subject to State regulations)
- Death of spouse, child or other qualified dependent
- Birth, gain legal custody or adoption of child
- Gain or loss of other group coverage (including Medicare coverage)
- Change in employment status for employee, spouse or dependent
- Change in residence due to an employment transfer
- Change of dependent status
- An increase or decrease in your work hours causes eligibility or ineligibility
- Losing eligibility for coverage under a State Medicaid or CHIP (including Florida Kid Care) program (60-day notification period).

IMPORTANT

If you experience a qualifying event, **you must contact Human Resources within 30 days of the qualifying event** to make the appropriate changes to your coverage. Beyond 30 days, requests will be denied and the employee may be responsible both legally and financially for any claim and/or expense incurred as a result of the employee or a dependent who continues to be enrolled but no longer meets eligibility requirements. If approved, changes will take place on the date of the qualifying event. Any cancellations will be processed on the date that coverage ends. You will be required to furnish valid documentation supporting a change in status or "Qualifying Event." Occurrence of a Qualifying Event during the plan year does not allow for change of Plan type.

MEDICAL INSURANCE TERMS

Coinsurance

Coinsurance is the percentage of the medical services you are responsible to pay after the deductible has been met. Once you have met your deductible for the plan year, you pay the coinsurance amount up to the out-of-pocket maximum.

Copay

A fee you pay every time you get medical care or a prescription. Copays can vary based on where you get care.

Deductible

A deductible is the amount of money you must pay before the plan begins paying benefits for specified services. Deductibles do not apply to all services- see summary plan description for application.

Embedded Deductible

Plan begins paying benefits that require cost sharing for the first family member who meets the per-person deductible. Once one or more of the remaining family members meet the family deductible the plan pays benefits for all covered family members.

Explanation of Healthcare Benefits (EOB)

A letter you receive after getting care that shows costs, the amount the health plan is expected to pay and the amount you are expected to pay. You do not pay anything when you receive an EOB.

Non-Embedded Deductible

When the family deductible is met the plan begins sharing costs for each member. The deductible can be met by one or combination of family members.

Out-of-Pocket Maximum

The out-of-pocket maximum is the maximum amount you will pay, inclusive of copayments/coinsurance and deductibles for covered services, in a plan year. Once you have reached the out-of-pocket maximum during a policy year the plan pays any remaining eligible services at 100%.

Premium

Your regular payment to your health plan. Generally, a higher premium means lower monthly out-of-pocket costs, and a lower premium means higher out-of-pocket costs. Your premium does not count towards your deductible or out-of-pocket maximum.



Plan Milestones and Stages

1. When your plan begins, you're in the first stage. You pay for all your covered medical costs with your HRA. Once the HRA has been exhausted, you pay the remaining amount of your deductible until it has been met.
2. After hitting your deductible, you enter the next stage. You now pay only a percentage of your medical costs, and the health plan pays the rest. This is the **coinsurance** stage of your plan.
3. The coinsurance stage lasts until you reach the **out-of-pocket** maximum. At that point, the plan starts paying for all covered medical costs for the rest of the plan year.

MEDICAL INSURANCE TERMS

In-Network

In-network refers to providers or health care facilities that are part of a health plan's network of providers with which it has negotiated a discount. Insured individuals usually pay less when using an in-network provider because those networks provide services at lower cost to the insurance companies with which they have contracts. Example: You go to a doctor and the total charge is \$250. You get a discount of \$75 because you went to an in-network doctor and our negotiated rate with them is lower. United Healthcare pays \$155. You pay what's left, which is \$20.

Out-of-Network

Out-of-network refers to physicians, hospitals or other health care providers who are considered nonparticipants in an insurance plan or network. Depending on an individual's health insurance plan, expenses incurred by services provided by out-of-plan health professionals may not be covered or covered only in part by individual's insurance company. Example: You go to a doctor and the total charge is \$250. You won't get a discount because the doctor is out of network. United Healthcare still pays \$155, but you'll be responsible for what's left, which is \$95.

PPO/Copay Plan vs. High Deductible/HSA Plan

A copay plan offers convenient copays for office visits and prescriptions for ease and low costs for your everyday care needs. The High Deductible Health Plan has higher deductible limits which apply to all non-preventative services and no copays but offers an HSA to save for current and future out-of-pocket healthcare expenses. Remember, your annual wellness visit is covered at 100%, regardless of plan choice, so don't forget to have your annual wellness visit.

UNITED HEALTHCARE MEDICAL INSURANCE

Network: Choice Plus

Website: www.myuhc.com

BWNU Traditional Rx 124Y				
Medical Plan Highlights		PPO Network	Non-Network	
Annual Deductible		\$2,000 Single \$4,000 Family	\$4,500 Single \$9,000 Family	
Coinsurance		30%	40%	
Annual Out of Pocket Maximum (Includes Deductible & Copays)		\$6,000 Single \$12,000 Family	\$6,250 Single \$12,500 Family	
Preventive Care		\$0	Deductible + Coinsurance	
Virtual Visit		\$0	Deductible + Coinsurance	
Office Visit (PCP/Specialist)		\$30/\$60	Deductible + Coinsurance	
Outpatient Surgery		Deductible + Coinsurance	Deductible + Coinsurance	
Inpatient Hospitalization		Deductible + Coinsurance	Deductible + Coinsurance	
Emergency Room (Facility Only)		\$350	\$350	
Urgent Care		\$75	Deductible + Coinsurance	
Lab		DDP: \$0/Network: 50% Coinsurance	Deductible + Coinsurance	
X-Ray		\$0		
Advanced Imaging		DDP: \$200/Network \$750		
Prescription Drugs				
Tier 1		\$10	\$10	
Tier 2		\$35	\$35	
Tier 3		\$70	\$70	
Specialty		\$10/\$150/\$500	N/A	
Mail Order Prescription				
Tier 1		\$25	N/A	
Tier 2		\$87.50		
Tier 3		\$175		
Specialty		N/A		
Total Monthly Rate		Employer Contribution	Employee Contribution	Per Pay Period
Employee Only		\$853.66	\$0	\$0
Employee + Spouse		\$1,826.82	\$456.70	\$210.78
Employee + Child(ren)		\$1,741.47	\$435.37	\$200.94
Family		\$2,612.19	\$653.05	\$301.41

For limitations & exclusions, please refer to certificate of coverage or benefit summary.

WHERE TO GO WHEN SEEKING MEDICAL ATTENTION

Do not pay more than you must for medical care. The emergency room is meant for emergencies such as life threatening illnesses and injuries. Walk-in-clinics are designed to treat common ailments, provide basic primary health care, and are typically staffed by nurse practitioners and sometimes a physician's assistant. Urgent care facilities are designed to treat patients who are suffering from acute, non-life-threatening illnesses and injuries that are beyond the capacities of a regular walk-in-clinic and are typically open for extended hours. To maximize savings, use in-network facilities.

Reasons to see your Primary Care Physician:

Chronic Conditions such as:

- Hypertension/High Blood Pressure
- Diabetes/High Blood Sugar
- High cholesterol
- Heart disease
- Arthritis
- Depression

Acute Conditions such as:

- Headache and/or fever
- Urinary tract infection
- Minor injuries
- Back, neck, shoulder, knee and/or hip pain

Benefits of visiting your PCP:

- Low copay
- Medical history is available
- Established relationship with your doctor and clinical staff

Reasons to use a Virtual Visit:

- Cough, cold or flu
- Minor strains & sprains
- Bronchitis & sinus infection
- Skin & eye issues
- Upset stomach
- Urinary tract/bladder infections
- Rashes
- Pink eye
- Pediatric issues
- Psychological issues
- Visit with a licensed therapist

Benefits of virtual visits:

- 24/7 access to care
- Low copay
- Board certified physicians
- Nationwide network
- Available on smartphone or tablet
- Use when PCP, Urgent care or Extended Hour Care Center are unavailable to you

Reasons to visit an Urgent Care:

- Acute minor trauma
- Cough, cold or flu
- Upper respiratory infections
- Strains, sprains & fractures
- Minor allergic reactions and asthma attacks
- Immunizations
- Back, neck, shoulder, knee and/or hip pain
- Minor lacerations, burns and other small wounds
- Urinary tract/ bladder infections

Benefits of urgent care visits:

- Low copay
- Shorter wait time
- Same-day appointments
- Significant savings over ER

Reasons to visit the Emergency Room:

- Any life-threatening emergency
- Any severe illness or injury
- Unresponsiveness
- Chest pain
- Weakness on one side
- Inability to speak
- Spine or head injury
- Change in mental status
- Difficulty breathing
- Uncontrolled bleeding
- Poisoning
- Severe abdominal pain



UNITED HEALTHCARE DENTAL INSURANCE

Network: Options PPO30

Website: www.myuhc.com



Benefits	Dental	
	PPO Network	Non Network ¹
Annual Deductible	\$50 Single \$150 Family	\$50 Single \$150 Family
Annual Plan Maximum	\$1,500	\$1,500
Orthodontia Lifetime Maximum	\$1,500	\$1,500
Diagnostics & Preventive Services		
Exams, Cleanings, X-Rays	100% (no deductible)	100% (no deductible)
Basic Services		
Fillings, Extractions, Root Canals	90% after deductible	90% after deductible
Major Services		
Crowns, Bridges, Dentures	60% after deductible	60% after deductible
Orthodontic Services		
Orthodontia Treatment - Child to Age 19	50% (no deductible)	50% (no deductible)
¹ If you use a non-network provider, you are responsible for paying the difference in cost between the non-network provider's charges and the allowed amount.		

	Total Monthly Rate	Employer Contribution	Employee Contribution	Per Pay Period
Employee Only	\$39.87	\$39.87	\$0	\$0
Employee + Spouse	\$79.74	\$39.87	\$39.87	\$18.40
Employee + Child(ren)	\$98.99	\$39.87	\$59.12	\$27.29
Family	\$146.74	\$39.87	106.87	\$49.32

For dental frequencies, please refer to certificate of coverage or benefit summary.

EYEMED VISION INSURANCE

Network: EyeMed Select

Website: eyemedvisioncare.com



Benefits	Vision	
	PPO Network	Non-Network Reimbursements
Eye Exams	\$10	Up to \$30
Eyeglass Lenses and Frames		
Single Standard Lenses	\$25	Up to \$25
Bifocal Standard Lenses	\$25	Up to \$40
Trifocal Standard Lenses	\$25	Up to \$60
Lenticular Standard Lenses	\$25	Up to \$60
Frames	\$100 allowance (20% off balance)	Up to \$50
Contact Lenses		
Standard Fit and Follow Up	Up to \$40 Standard 10% off retail Premium	N/A
Elective Lenses	\$115 allowance (15% off balance)	Up to \$92
Medically Necessary Lenses	Paid in full	Up to \$200
Frequency		
Eye Exam	Once every 12 months	
Lenses—Eyeglass or Contact*	Once every 12 months	
Frames	Once every 12 months	

*Contacts and eyeglasses cannot be purchased in the same year

	Total Monthly Rate	Employer Contribution	Employee Contribution	Per Pay Period
Employee Only	\$4.40	\$0	\$4.40	\$2.03
Employee + Spouse	\$8.35	\$0	\$8.35	\$3.85
Employee + Child(ren)	\$8.79	\$0	\$8.79	\$4.06
Family	\$12.93	\$0	\$12.93	\$5.97

For limitations & exclusions, please refer to certificate of coverage or benefit summary.

THE STANDARD BASIC LIFE/AD&D & VOLUNTARY LIFE/AD&D INSURANCE

Life insurance protects your family or other beneficiaries in the event of your death. The death benefit helps replace the income you would have provided and can help meet important financial needs. It can help pay your mortgage, rent, run your household, send your children to college, pay off debts, etc. **The City of Bonita Springs provides eligible, full-time employees with the benefit amount of 1x salary of life and AD&D, at no cost to the employee.** Employees can also enroll in voluntary life and AD&D insurance at a group rate for themselves, spouses, and children up to the age of 20 or 24 if full time student.

Summary: Voluntary Life Insurance

Guarantee Issue	\$50,000
Maximum Benefit Amount	\$200,000
Increments of	\$25,000

Spouse Coverage

Spouse Guarantee Issue	\$25,000
Maximum Benefit Amount	\$100,000
Increments of	\$5,000
Not to exceed 100% of employee amount	

Child(ren) Coverage

Birth to 20 years	\$5,000 or \$10,000
24 years if full-time student	\$5,000 or \$10,000

How to calculate your voluntary life/AD&D costs per paycheck:

1. Indicate your elected benefit amount (EBA)
2. Divide EBA by \$1,000
3. Enter age rate from cost table
4. Multiply Step 2 by Step 3
5. Multiply Step 4 by 12 then divide by number of pay-cycles (24 or 26) to calculate your cost per paycheck

Employee Age	Employee Rate/\$1,000	Spouse Rate/\$1,000
Under 25	\$0.080	\$0.080
25 – 29	\$0.100	\$0.100
30 – 34	\$0.096	\$0.096
35 – 39	\$0.139	\$0.139
40 – 44	\$0.226	\$0.226
45 – 49	\$0.257	\$0.257
50 – 54	\$0.399	\$0.399
55 – 59	\$0.772	\$0.772
60 – 64	\$0.988	\$0.988
65 – 69	\$1.062	\$1.062
70 – 74	\$1.062	\$1.062
75+	\$1.062	\$1.062
AD&D	\$0.020	\$0.020
Child Life + AD&D/\$1,000	\$0.200	

Important Reminders

Group Life and AD&D Insurance benefits reduce to 65% at age 65, 45% at age 70, and 25% at age 75.

Voluntary Life and AD&D Insurance benefits reduce to 65% at age 65, 40% at age 70, and 25% at age 75.

You must be actively at work on the effective date, or your coverage will be delayed until you return to active employment.

New hires can enroll up to the Guarantee Issue amount without submitting Evidence of Insurability (EOI), if they enroll within 31 days of their initial eligibility date. If you choose not to participate at the time you are initially eligible, and elect to enroll later, you will be required to submit EOI for all amounts of coverage.

EOI is required for employees who want to increase coverage at Open Enrollment, elect over the Guarantee Issue, and for new hires electing over the Guarantee Issue.

For Limitations & Exclusions, please refer to the certificate of coverage or benefit summary.

THE STANDARD VOLUNTARY SHORT-TERM DISABILITY

If you become unable to perform your regular job duties for an extended time due to sickness or accidental injury, you can be covered by the short-term disability (STD) policy.

Your income replacement benefit would equal **60%** of your basic weekly earnings. The maximum weekly benefit you can receive is **\$1,500**. Benefits begin after you have been unable to work for **7 days** due to a covered sickness or accident and will continue to be paid for up to 90 days. Your STD benefit will be reduced by any disability income you receive for other sources, such as Social Security, worker's compensation, and/or state disability plans, to provide you with a combined monthly benefit equal to 60% of your basic weekly earnings.

The Estimated Rate Calculation below will be based on your weekly gross income and your age. The final premium calculations will be done by The Standard.

Short-Term Disability Calculation – Cost Per Paycheck	
A. Enter your annual salary	
B. Divide your annual salary by 52	
C. Enter the weekly benefit percentage	60%
D. Multiply "B" times "C"	
E. Enter the maximum weekly benefit	\$1,500
F. Enter the lesser of "D" or "E". This is your benefit amount	
G. Multiply "F" times your monthly rate per \$10 of benefit	
H. Divide "G" by \$10	
I. Multiply "H" by 12	
J. Enter the annual pay cycle	26
K. Divide "I" by "J". This is your premium (cost per paycheck)	

Employee Age	Rate/\$10
Under 25	\$0.439
25 – 29	\$0.631
30 – 34	\$0.631
35 – 39	\$0.535
40 – 44	\$0.439
45 – 49	\$0.439
50 – 54	\$0.535
55 – 59	\$0.578
60 – 64	\$0.663
65 – 69	\$0.663
70 – 74	\$0.342
75+	\$0.342

Short-Term Disability Calculation – Example 43-year-old, \$60,000 annual salary	
A. Enter your annual salary	\$60,000
B. Divide your annual salary by 52	\$1,153.85
C. Enter the weekly benefit percentage	60%
D. Multiply "B" times "C"	\$692.31
E. Enter the maximum weekly benefit	\$1,500
F. Enter the lesser of "D" or "E". This is your benefit amount	\$692.31
G. Multiply "F" times your monthly rate per \$10 of benefit	\$303.92
H. Divide "G" by \$10	\$30.39
I. Multiply "H" by 12	\$364.68
J. Enter the annual pay cycle	26
K. Divide "I" by "J". This is your premium (cost per paycheck)	\$14.03

For Limitations & Exclusions, please refer to the certificate of coverage or benefit summary.

THE STANDARD VOLUNTARY LONG-TERM DISABILITY

If you become unable to perform your regular job duties for an extended time due to sickness or accidental injury, you can be covered by the long-term disability (LTD) policy.

Your income replacement benefit would equal 60% of your basic monthly earnings. The maximum monthly benefit you can receive is \$6,000. Benefits begin after you have been unable to work for 90 days due to a covered sickness or accident and will continue to be paid for up to two years if you are disabled in your own occupation. If you are disabled in any occupation, benefits will be paid for up to SSNRA. Your LTD benefit will be reduced by any disability income you receive for other sources, such as Social Security, worker's compensation, and/or state disability plans, to provide you with a combined monthly benefit equal to 60% of your basic monthly earnings.

The LTD plan contains a pre-existing condition exclusion. The exclusion applies only to conditions for which medical advice, diagnosis, care or treatment was recommended or received or for which a reasonably prudent person would have sought care within the 3-month period prior to the effective date of coverage and the disability begins within 12 months of the effective date of coverage.

Long-Term Disability Calculation – Cost Per Paycheck

Annual salary divided by 12 = monthly salary	\$
Enter lesser of monthly salary or max monthly salary	\$
Monthly salary times rate (see age banded table) divided by 100 = monthly premium	\$
(Monthly premium times 12) divided by 26 for bi-weekly or 24 for semi-monthly cost = cost per pay period	\$

Long-Term Disability Calculation – Example 43-year-old, \$60,000 annual salary

Annual salary divided by 12 = monthly salary (\$60,000/12)	\$5,000
Enter lesser of monthly salary or max monthly salary	\$5,000
Monthly salary times rate (see age banded table) divided by 100 = monthly premium. (\$5,000 x \$0.627)/100	\$31.35
(Monthly premium times 12) divided by 26 for bi-weekly or 24 for semi-monthly cost = cost per pay period	\$14.47

Employee Assistance Program

The Employee Assistance Program (EAP) is arranged through The Standard as part of the LTD benefit. The EAP offers confidential support to help you meet life's challenges. A simple phone call connects you with a team of experienced professionals ready to assist you with a wide range of personal, family, and work issues. The EAP is available 24 hours a day, 7 days a week, includes 3 face-to-face counseling visits, an unlimited number of phone consultations, assistance with financial and legal matters, and referrals to community resources.

Employee Age	Rate/\$100
Under 24	\$0.248
25 – 29	\$0.248
30 – 34	\$0.330
35 – 39	\$0.462
40 – 44	\$0.627
45 – 49	\$0.660
50 – 54	\$1.254
55 – 59	\$1.254
60 – 64	\$1.634
65 – 69	\$1.634
70 – 74	\$0.743
75+	\$0.743

For Limitations & Exclusions, please refer to the certificate of coverage or benefit summary.

The Estimated Rate Calculation above will be based on your monthly gross income and your age. The final premium calculations will be done by The Standard.

WHO TO CALL

Benefit	Carrier	Phone #	Website
Broker	Brown & Brown	386-239-4067	www.Bbrown.com
Medical	United Healthcare	1-866-633-2446	www.myuhc.com
Dental	United Healthcare	1-866-633-2446	www.myuhc.com
Vision	EyeMed	1-866-299-1358	www.eyemed.com
Life/AD&D	The Standard	800-628-8600	www.standard.com
Short Term Disability	The Standard	800-368-2859	www.standard.coi
Long Term Disability	The Standard	800-368-1135	www.standard.com

IMPORTANT NOTICES

Newborns' and Mothers' Health Protection Act

Group health plans and health insurance issuers generally may not, under federal law restrict benefits for any hospital length of stay in connection with childbirth for the mother or newborn child to less than 48 hours following a vaginal delivery, or less than 96 hours following a cesarean-section. However, federal law generally does not prohibit the mother's or newborn's attending provider, after consulting with the mother, from discharging the mother or her newborn earlier than 48 hours (or 96 hours as applicable). In any case, plans and issuers may not, under federal law, require that a provider obtain authorization from the plan or issuer for prescribing a length of stay not in excess of 48 hours (or 96 hours if applicable).

Genetic Information Nondiscrimination Act (GINA)

The Genetic Information Nondiscrimination Act of 2008 protects employees against discrimination based on their genetic information. Unless otherwise permitted, your employer may not request or require any genetic information from you or your family members.

GINA prohibits employers and other entities covered by GINA Title II from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by this law.

To comply with this law, we are asking that you not provide any genetic information when responding to this request for medical information. "Genetic Information" as defined by GINA, includes an individual's family medical history, the results of genetic tests, the fact that a member sought or received genetic services, and genetic information of a fetus carried by a member or an embryo lawfully held by a member receive assistive reproductive services.

Mental Health Parity and Addiction Equity Act (MHPAEA)

The Mental Health Parity and Addiction Act of 2008 general requires group health plans and health insurance issuers to ensure that financial requirements (such as co-pays and deductibles) and treatment limitations (such as annual visit limits) applicable to mental health or substance use disorder benefits are no more restrictive than the predominant requirements or limitations applied to substantially all medical/surgical benefits. For more information regarding the criteria for medical necessity determinations made under your employer's plan with respect to mental health or substance use disorder benefits, please contact your plan administrator at 1-866-633-2446.

Michelle's Law

When a dependent child loses student status for purposes of the group health plan coverage as a result of a medically necessary leave of absence from a post-secondary educational institution, the group health plan will continue to provide coverage during the leave of absence for up to one year, or until coverage would otherwise terminate under the group health plan, whichever is earlier.

For additional information, contact your plan administrator at 1-866-633-2446.

Women's Health and Cancer Rights Act

If you have had or are going to have a mastectomy, you may be entitled to certain benefits under the Women's Health and Cancer Rights Act of 1998 (WHCRA). The Women's Health and Cancer Rights Act requires group health plans and their insurance companies and HMOs to provide certain benefits for mastectomy patients who elect breast reconstruction. For individuals receiving mastectomy-related benefits, coverage will be provided in a manner determined in consultation with the attending physician and the patient, for:

- All stages of reconstruction of the breast on which the mastectomy was performed;
- Surgery and reconstruction of the other breast to produce a symmetrical appearance;
- Prostheses; and
- Treatment of physical complications of the mastectomy, including lymphedema.

Breast reconstruction benefits are subject to deductibles and co-insurance limitations that are consistent with those establishes for other benefits under the plan. If you would like more information on WHCRA benefits, contact HR at 239-949-6296.

Your Information. Your Rights. Our Responsibilities.

This notice describes how medical information about you may be used and disclosed and how you can get access to this information. **Please review it carefully.**

Your Rights

You have the right to:

- Get a copy of your health and claims records
- Correct your health and claims records
- Request confidential communication
- Ask us to limit the information we share
- Get a list of those with whom we've shared your information
- Get a copy of this privacy notice
- Choose someone to act for you
- File a complaint if you believe your privacy rights have been violated

→ **See page 17 for more information on these rights and how to exercise them**

Your Choices

You have some choices in the way that we use and share information as we:

- Answer coverage questions from your family and friends
- Provide disaster relief
- Market our services and sell your information

→ **See page 18 for more information on these rights and how to exercise them**

Our Uses and Disclosures

We may use and share your information as we:

- Help manage the health care treatment you receive
- Run our organization
- Pay for your health services
- Administer your health plan
- Help with public health and safety issues
- Do research
- Comply with the law
- Respond to organ and tissue donation requests and work with a medical examiner or funeral director
- Address workers' compensation, law enforcement, and other government requests
- Respond to lawsuits and legal actions

→ **See page 18 for more information on these rights and how to exercise them**

Your Rights

When it comes to your health information, you have certain rights.
This section explains your rights and some of our responsibilities to help you.

Get a copy of your health and claims records

- You can ask to see or get a copy of your health and claims records and other health information we have about you. Ask us how to do this.
- We will provide a copy or a summary of your health and claims records, usually within 30 days of your request. We may charge a reasonable, cost-based fee.

Ask us to correct health and claims records

- You can ask us to correct your health and claims records if you think they are incorrect or incomplete. Ask us how to do this.
We may say "no" to your request, but we'll tell you why in writing within 60 days.

Request confidential communications

- You can ask us to contact you in a specific way (for example, home or office phone) or to send mail to a different address.
- We will consider all reasonable requests, and must say "yes" if you tell us you would be in danger if we do not.

Ask us to limit what we use or share

- You can ask us **not** to use or share certain health information for treatment, payment, or our operations.
- We are not required to agree to your request, and we may say "no" if it would affect your care.

Get a list of those with whom we've shared information

- You can ask for a list (accounting) of the times we've shared your health information for six years prior to the date you ask, who we shared it with, and why.
- We will include all the disclosures except for those about treatment, payment and health care operations, and certain other disclosures (such as any you asked us to make). We'll provide one accounting a year for free but will charge a reasonable, cost-based fee if you ask for another one within 12 months.

Get a copy of this privacy notice

- You can ask for a paper copy of this notice at any time, even if you have agreed to receive the notice electronically. We will provide you with a paper copy promptly.

Choose someone to act for you

- If you have given someone medical power of attorney or if someone is your legal guardian, that person can exercise your rights and make choices about your health information.
- We will make sure the person has this authority and can act for you before we take any action.

File a complaint if you feel your rights are violated

- You can complain if you feel we have violated your rights by contacting us using the information on page 1.
- You can file a complaint with the U.S. Department of Health and Human Services Office for Civil Rights by sending a letter to 200 Independence Avenue, S.W., Washington, D.C. 20201, calling 1-877-696-6775, or visiting www.hhs.gov/ocr/privacy/hipaa/complaints/.
- We will not retaliate against you for filing a complaint.

Your Choices

For certain health information, you can tell us your choices about what we share.

If you have a clear preference for how we share your information in the situations described below, talk to us. Tell us what you want us to do, and we will follow your instructions.

In these cases, you have both the right and choice to tell us to:

- Share information with your family, close friends, or others involved in payment for your care
- Share information in a disaster relief situation

If you are not able to tell us your preference, for example if you are unconscious, we may go ahead and share your information if we believe it is in your best interest. We may also share your information when needed to lessen a serious and imminent threat to health or safety.

In these cases, we *never* share your information unless you give us written permission:

- Marketing purposes
- Sale of your information

Our Uses and Disclosures

How do we typically use or share your health information?
We typically use or share your health information in the following ways.

Help manage the health care treatment you receive

- We can use your health information and share it with professionals who are treating you.

***Example:** A doctor sends us information about your diagnosis and treatment plan so we can arrange additional services.*

Run our organization

- We can use and disclose your information to run our organization and contact you when necessary.
- **We are not allowed to use genetic information to decide whether we will give you coverage and the price of that coverage.** This does not apply to long term care plans.

***Example:** We use health information about you to develop better services for you.*

Pay for your health services

- We can use and disclose your health information as we pay for your health services.

***Example:** We share information about you with your dental plan to coordinate payment for your dental work.*

Administer your plan

- We may disclose your health information to your health plan sponsor for plan administration.

***Example:** Your company contracts with us to provide a health plan, and we provide your company with certain statistics to explain the premiums we charge.*

How else can we use or share your health information?

We are allowed or required to share your information in other ways – usually in ways that contribute to the public good, such as public health and research. We have to meet many conditions in the law before we can share your information for these purposes.

For more information see: www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/index.html.

Help with public health and safety issues

We can share health information about you for certain situations such as:

- Preventing disease
- Helping with product recalls
- Reporting adverse reactions to medications
- Reporting suspected abuse, neglect, or domestic violence
- Preventing or reducing a serious threat to anyone's health or safety

Do research

- We can use or share your information for health research.

Comply with the law

- We will share information about you if state or federal laws require it, including with the Department of Health and Human Services if it wants to see that we're complying with federal privacy law.

Respond to organ and tissue donation requests and work with a medical examiner or funeral director

- We can share health information about you with organ procurement organizations.
- We can share health information with a coroner, medical examiner, or funeral director when an individual dies.

Address workers' compensation, law enforcement, and other government requests

- We can use or share health information about you:
- For workers' compensation claims
- For law enforcement purposes or with a law enforcement official
- With health oversight agencies for activities authorized by law
- For special government functions such as military, national security, and presidential protective services

Respond to lawsuits and legal actions

- We can share health information about you in response to a court or administrative order, or in response to a subpoena

Our Responsibilities

- We are required by law to maintain the privacy and security of your protected health information.
- We will let you know promptly if a breach occurs that may have compromised the privacy or security of your information.
- We must follow the duties and privacy practices described in this notice and give you a copy of it.
- We will not use or share your information other than as described here unless you tell us we can in writing. If you tell us we can, you may change your mind at any time. Let us know in writing if you change your mind.

For more information see: www.hhs.gov/ocr/privacy/hipaa/understanding/consumers/noticepp.html.

Changes to the Terms of this Notice

We can change the terms of this notice, and the changes will apply to all information we have about you. The new notice will be available upon request, on our web site, and we will mail a copy to you.

Effective Date: April 1, 2023

IMPORTANT NOTICES

Important Notice from City of Bonita Springs about Your Prescription Drug Coverage and Medicare

Please read this notice carefully and keep it where you can find it. This notice has information about your current prescription drug coverage with City of Bonita Springs and about your options under Medicare's prescription drug coverage. This information can help you decide whether or not you want to join a Medicare drug plan. If you are considering joining, you should compare your current coverage, including which drugs are covered at what cost, with the coverage and costs of the plans offering Medicare

prescription drug coverage in your area. Information about where you can get help to make decisions about your prescription drug coverage is at the end of this notice. There are two important things you need to know about your current coverage and Medicare's prescription drug coverage:

- Medicare prescription drug coverage became available in 2006 to everyone with Medicare. You can get this coverage if you join a Medicare Prescription Drug Plan or join a Medicare Advantage Plan (like an HMO or PPO) that offers prescription drug coverage. All Medicare drug plans provide at least a standard level of coverage set by Medicare. Some plans may also offer more coverage for a higher monthly premium.
- City of Bonita Springs has determined that the prescription drug coverage offered by City of Bonita Springs is, on average for all plan participants, expected to pay out as much as standard Medicare prescription drug coverage pays and is therefore considered Creditable Coverage. Because your existing coverage is Creditable Coverage, you can keep this coverage and not pay a higher premium (a penalty) if you later decide to join a Medicare drug plan.

When Can You Join A Medicare Drug Plan?

You can join a Medicare drug plan when you first become eligible for Medicare and each year from October 15th to December 7th. However, if you lose your current creditable prescription drug coverage, through no fault of your own, you will also be eligible for a two (2) month Special Enrollment Period (SEP) to join a Medicare drug plan.

What Happens To Your Current Coverage If You Decide to Join A Medicare Drug Plan?

If you decide to join a Medicare drug plan, your current City of Bonita Springs coverage will be affected. If you enroll in a Medicare prescription drug plan, you and your eligible dependents will not be eligible to receive all of your current health and prescription drug benefits. United Healthcare administers the group health coverage available to City of Bonita Springs employees, retirees and dependents. The included prescription drug benefit provides:

	Network	Non-Network	Mail Order
Tier 1	\$10	\$10	\$25
Tier 2	\$35	\$35	\$87.50
Tier 3	\$70	\$70	\$175

If you do decide to join a Medicare drug plan and drop your current City of Bonita Springs coverage, be aware that you and your dependents will not be able to get this coverage back. **When Will You Pay A Higher Premium (Penalty) To Join A Medicare Drug Plan?** You should also know that if you drop or lose your current coverage with City of Bonita Springs and don't join a Medicare drug plan within 63 continuous days after your current coverage ends, you may pay a higher premium (a penalty) to join a Medicare drug plan later. If you go 63 continuous days or longer without creditable prescription drug coverage, your monthly premium may go up by at least 1% of the Medicare base beneficiary premium per month for every month that you did not have that coverage. For example, if you go nineteen months without creditable coverage, your premium may consistently be at least 19% higher than the Medicare base beneficiary premium. You may have to pay this higher premium (a penalty) as long as you have Medicare prescription drug coverage. In addition, you may have to wait until the following October to join.

For More Information About This Notice Or Your Current Prescription Drug Coverage...

Contact the person listed below for further information. **NOTE:** You'll get this notice each year. You will also get it before the next period you can join a Medicare drug plan, and if this coverage through City of Bonita Springs changes. You also may request a copy of this notice at any time.

For More Information About Your Options Under Medicare Prescription Drug Coverage...

More detailed information about Medicare plans that offer prescription drug coverage is in the "Medicare & You" handbook. You'll get a copy of the handbook in the mail every year from Medicare. You may also be contacted directly by Medicare drug plans.

For more information about Medicare prescription drug coverage:

- Visit www.medicare.gov
- Call your State Health Insurance Assistance Program (see the inside back cover of your copy of the "Medicare & You" handbook for their telephone number) for personalized help
- Call 1-800-MEDICARE (1-800-633-4227). TTY users should call 1-877-486-2048.

If you have limited income and resources, extra help paying for Medicare prescription drug coverage is available. For information about this extra help, visit Social Security on the web at www.socialsecurity.gov, or call them at 1-800-772-1213 (TTY 1-800-325-0778). **Remember: Keep this Creditable Coverage notice. If you decide to join one of the Medicare drug plans, you may be required to provide a copy of this notice when you join to show whether or not you have maintained creditable coverage and, therefore, whether or not you are required to pay a higher premium (a penalty).**

Date: 02/17/2023

Name of Entity/Sender: City of Bonita Springs

Contact--Position/Office: Lisa Roberson

Address: 9101 Bonita Beach Rd, Bonita Springs, FL 34135

Phone Number: 239-949-6269

IMPORTANT NOTICES

New Health Insurance Marketplace Coverage Options & Your Health Coverage

PART A: General Information

When key parts of the health care law take effect in 2014, there will be a new way to buy health insurance: the Health Insurance Marketplace. To assist you as you evaluate options for you and your family, this notice provides some basic information about the new Marketplace and employment based health coverage offered by your employer.

What is the Health Insurance Marketplace?

The Marketplace is designed to help you find health insurance that meets your needs and fits your budget. The Marketplace offers "one-stop shopping" to find and compare private health insurance options. You may also be eligible for a new kind of tax credit that lowers your monthly premium right away. Open enrollment for health insurance coverage through the Marketplace begins in October 2013 for coverage starting as early as January 1, 2014.

Can I Save Money on my Health Insurance Premiums in the Marketplace?

You may qualify to save money and lower your monthly premium, but only if your employer does not offer coverage, or offers coverage that doesn't meet certain standards. The savings on your premium that you're eligible for depends on your household income.

Does Employer Health Coverage Affect Eligibility for Premium Savings through the Marketplace?

Yes. If you have an offer of health coverage from your employer that meets certain standards, you will not be eligible for a tax credit through the Marketplace and may wish to enroll in your employer's health plan. However, you may be eligible for a tax credit that lowers your monthly premium, or a reduction in certain cost-sharing if your employer does not offer coverage to you at all or does not offer coverage that meets certain standards. If the cost of a plan from your employer that would cover you (and not any other members of your family) is more than 9.5% of your household income for the year, or if the coverage your employer provides does not meet the "minimum value" standard set by the Affordable Care Act, you may be eligible for a tax credit.¹

Note: If you purchase a health plan through the Marketplace instead of accepting health coverage offered by your employer, then you may lose the employer contribution (if any) to the employer-offered coverage. Also, this employer contribution - as well as your employee contribution to employer-offered coverage - is often excluded from income for Federal and State income tax purposes. Your payments for coverage through the Marketplace are made on an after-tax basis.

How Can I Get More Information?

For more information about your coverage offered by your employer, please check your summary plan description or contact your Human Resources Department. The Marketplace can help you evaluate your coverage options, including your eligibility for coverage through the Marketplace and its cost. Please visit HealthCare.gov for more information, including an online application for health insurance coverage and contact information for a Health Insurance Marketplace in your area.

PART B: Information About Health Coverage Offered by Your Employer

This section contains information about any health coverage offered by your employer. If you decide to complete an application for coverage in the Marketplace, you will be asked to provide this information. This information is numbered to correspond to the Marketplace application.

1. Employer Name City of Bonita Springs		4. Employer Identification Number (EIN) 29-6349914	
5. Employer Address 9101 Bonita Beach Rd		6. Employer Phone Number 239-949-6269	
7. City Bonita Springs	8. State Florida	9. ZIP Code 34135	
10. Who can we contact about employee health coverage at this job? Lisa Roberson			
11. Phone Number 239-949-6262		12. Email Address Lisa.roberson@cityofbonitasprings.org	

¹An employer-sponsored health plan meets the "minimum value standard" if the plan's share of the total allowed benefit costs covered by the plan is no less than 60 percent of such costs.

IMPORTANT NOTICES

New Health Insurance Marketplace Coverage Options & Your Health Coverage

Here is some basic information about health coverage offered by this employer:

As your employer, we offer a health plan to:

- ☐ All employees.
☒ Some employees. Eligible employees are working 30 or more hours per week.

With respect to dependents:

☒ We do offer coverage. Eligible dependents are a spouse of the employee, a natural child, a stepchild, a legally adopted child, a child for whom legal guardian ship has been awarded to the employee or spouse, the newborn child of an enrolled dependent until the newborn reaches 18 months of age.

☐ We do not offer coverage.

☒ If checked, this coverage meets the minimum value standard, and the cost of this coverage to you is intended to be affordable, based on employee wages.

** Even if your employer intends your coverage to be affordable, you may still be eligible for a premium discount through the Marketplace. The Marketplace will use your household income, along with other factors, to determine whether you may be eligible for a premium discount. If, for example, your wages vary from week to week (perhaps you are an hourly employee or you work on a commission basis), if you are newly employed mid-year, or if you have other income losses, you may still qualify for a premium discount.

If you decide to shop for coverage in the Marketplace, **HealthCare.gov** will guide you through the process. Here's the employer information you'll enter when you visit **HealthCare.gov** to find out if you can get a tax credit to lower your monthly premiums. The information below corresponds to the Marketplace Employer Coverage Tool. Completing this section is optional for employers but help ensure employees understand their coverage choices.

13. Is the employee currently eligible for coverage offered by this employer, or will the employee be eligible in the next 3 months?

☒ **Yes** (Continue)

13a. If the employee is not eligible today, including as a result of a waiting or probationary period, when is the employee eligible for coverage? ____ (mm/dd/yyyy)

☐ **No** (STOP and return this form to employee)

14. Does the employer offer a health plan that meets the minimum value standard*?

☒ **Yes** (Go to question 15) ☐ **No** (Stop and return this form to employee)

15. For the lowest-cost plan that meets the minimum value standard* offered only to the employee (don't include family plans): If the employer has wellness programs, provide the premium that the employee would pay if he/she received the maximum discount for any tobacco cessation programs, and didn't receive any other discounts based on wellness programs.

How much would the employee have to pay in premiums for this plan per month? \$0.00

If the plan year will end soon and you know that the health plans offered will change, go to question 16. If you don't know, STOP and return form to employee.

16. What change will the employer make for the new plan year?

- ☐ Employer won't offer health coverage
☐ Employer will start offering health coverage to employees or change the premium for the lowest-cost plan available only to the employee that meets the minimum value standard.* (Premium should reflect the discount for wellness programs. See question 15.)

A. How much will the employee have to pay in premiums per month for that plan? \$ _____

Date of Change: _____

IMPORTANT NOTICES

Premium Assistance Under Medicaid and the Children's Health Insurance Program CHIP)

If you or your children are eligible for Medicaid or CHIP and you're eligible for health coverage from your employer, your state may have a premium assistance program that can help pay for coverage, using funds from their Medicaid or CHIP programs. If you or your children aren't eligible for Medicaid or CHIP, you won't be eligible for these premium assistance programs but you may be able to buy individual insurance coverage through the Health Insurance Marketplace. For more information, visit www.healthcare.gov.

If you or your dependents are already enrolled in Medicaid or CHIP and you live in a State listed below, contact your State Medicaid or CHIP office to find out if premium assistance is available.

If you or your dependents are NOT currently enrolled in Medicaid or CHIP, and you think you or any of your dependents might be eligible for either of these programs, contact your State Medicaid or CHIP office or dial **1-877-KIDS-NOW** or www.insurekidsnow.gov to find out how to apply. If you qualify, ask your state if it has a program that might help you pay the premiums for an employer-sponsored plan.

If you or your dependents are eligible for premium assistance under Medicaid or CHIP, as well as eligible under your employer plan, your employer must allow you to enroll in your employer plan if you aren't already enrolled. This is called a "special enrollment" opportunity, and **you must request coverage within 60 days of being determined eligible for premium assistance**. If you have questions about enrolling in your employer plan, contact the Department of Labor at www.askebsa.dol.gov or call **1-866-444-EBSA (3272)**.

If you live in one of the following states, you may be eligible for assistance paying your employer health plan premiums. The following list of states is current as of July 31, 2022. Contact your State for more information on eligibility –

ALABAMA – Medicaid

Website: <http://myalhipp.com/>

Phone: 1-855-692-5447

FLORIDA – Medicaid

Website: <https://www.flmedicaidprecovery.com/flmedicaidprecovery.com/hipp/index.html>

Phone: 1-877-357-3268

GEORGIA – Medicaid

GA HIPP Website: <https://medicaid.georgia.gov/health-insurance-premium-payment-program-hipp>

Phone: 678-564-1162, Press 1

GA CHIPRA Website:

<https://medicaid.georgia.gov/programs/third-party-liability/childrens-health-insurance-program-reauthorization-act-2009-chipra>

Phone: (678) 564-1162, Press 2

To see if any other states have added a premium assistance program since July 31, 2022, or for more information on special enrollment rights, contact either:

U.S. Department of Labor
Employee Benefits Security
Administration

www.dol.gov/agencies/ebsa

1-866-444-EBSA (3272)

U.S. Department of Health and Human
Services Centers for Medicare & Medicaid
Services www.cms.hhs.gov

1-877-267-2323, Menu Option 4, Ext. 61565

SPECIMEN



"We Make Your People Our Business"

www.bbrown.com

Unfinished Business #3

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

August 2023 Reconcile

Report for August 2023 Meeting

Cash Balances Ending:

8/31/23

Local Fund	\$	1,001,392.36	
S.B.A. Investment Fund	\$	8,104,080.47	
Bank of America	\$	141,655.50	(E-Pay Account)
Total Funds as of 08/31/23	\$	9,247,128.33	

Source of Income Local/ SBA Fund:

8/31/23

Local Fund- Taxes	\$	47,872.92	(Gross before Commission),
SBA Fund- Ret. On Invest.	\$	39,357.90	
Local Fund - Interest	\$	713.47	
Grant Money	\$	74,131.11	Dept. of Defense \$47,531.11, FMC \$12,600, 'Syngenta \$11,500, Thermacell \$2,500
Dormatory Rent	\$	400.00	
Total Deposits by 08/31/23	\$	162,475.40	

CHEMICAL & INSECTICIDE INVENTORY

Report for August 2023 Meeting

Summary

VOUCHERS PRESENTED

Report for August 2023 Meeting

Local Fund Several

12:48 PM

09/05/23

Accrual Basis

Anastasia Mosquito Control District

VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 08/01/2023 through 08/31/23

Date	Num	Name	Memo	Clr	Amount	Balance
110 - Wells Fargo Bank - Local						974,499.65
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						9,898,877.97
08/01/2023	8405	NLINDAHL Design LLC	Invoice #2308	X	-4,625.00	9,894,252.97
08/01/2023	Direct Dep	Martha Gleason	August 2023, Commi...	X	-100.00	9,894,152.97
08/01/2023	Direct Dep	Panagiota Becker	August 2023, Commi...	X	-100.00	9,894,052.97
08/01/2023	Direct Dep	Gina LeBlanc	August 2023, Commi...	X	-100.00	9,893,952.97
08/01/2023	Direct Dep	Gayle Gardner	August 2023, Commi...	X	-100.00	9,893,852.97
08/01/2023	Direct Dep	Catherine Brandhorst	August 2023, Commi...	X	-100.00	9,893,752.97
08/03/2023	9-#428	Payroll	Taxes Withheld	X	-22,176.34	9,871,576.63
08/03/2023	9-#428	Payroll	Bank Account, Other	X	-1,537.00	9,870,039.63
08/03/2023	9-#428	Payroll	Credit Union	X	-1,300.00	9,868,739.63
08/03/2023	9-#428	Payroll	Net Pay to Bank	X	-67,040.88	9,801,698.75
08/03/2023	Direct Dep	REIMBURSEMENT	Aviation Rep. & Main...	X	-44.98	9,801,653.77
08/03/2023	Bill.com	Artium Technologies, Inc.	https://app01.us.bill.c...	X	-7,500.00	9,794,153.77
08/03/2023	Bill.com	St. Johns County Chamber...	https://app01.us.bill.c...	X	-350.00	9,793,803.77
08/03/2023	Bill.com	St. Johns County Solid Wa...	https://app01.us.bill.c...	X	-35.00	9,793,768.77
08/03/2023	Bill.com	Strate Welding Supply Co.	https://app01.us.bill.c...	X	-46.43	9,793,722.34
08/03/2023	Bill.com	Walmart Community	https://app01.us.bill.c...	X	-143.10	9,793,579.24
08/03/2023	Bill.com	Xtreme IT, Inc.	https://app01.us.bill.c...	X	-38.95	9,793,540.29
08/03/2023	Bill.com	Legal Shield	https://app01.us.bill.c...	X	-31.90	9,793,508.39
08/03/2023	Bill.com	Hagan Ace Mgmt. Corp- 7...	https://app01.us.bill.c...	X	-101.60	9,793,406.79
08/03/2023	Bill.com	Florida Janitor & Paper Su...	https://app01.us.bill.c...	X	-350.59	9,793,056.20
08/03/2023	Bill.com	Augustine Alarm, Fire & S...	https://app01.us.bill.c...	X	-174.96	9,792,881.24
08/03/2023	Bill.com	WM Waste Management	https://app01.us.bill.c...	X	-199.83	9,792,681.41
08/03/2023	Bill.com	AFLAC	https://app01.us.bill.c...	X	-52.08	9,792,629.33
08/03/2023	Bill.com	Ray's Automotive	https://app01.us.bill.c...	X	-622.88	9,792,006.45
08/03/2023	9-#477	Wells Fargo	Bill Manager 08/03/2...	X	9,647.32	9,801,653.77
08/03/2023	9-#477	Wells Fargo	Bill Manager 08/03/2...	X	-9,647.32	9,792,006.45
08/04/2023	Direct Dep	Ruide Xue	Jupiter Florida Trip, E...	X	-64.00	9,791,942.45
08/07/2023	8406	Creative Graphic Design	Invoice #080523-1	X	-4,050.00	9,787,892.45
08/07/2023	9-#420	Dennis Hollingsworth	Distrib. #11 YE 2023	X	46,915.46	9,834,807.91
08/08/2023	Phone Pay	Bank of America	4356 2200 0207 4579	X	-24,732.12	9,810,075.79
08/08/2023	Direct Dep	Scott Hanna	Office Depot, Office ...	X	-281.15	9,809,794.64
08/08/2023	Interest	Wells Fargo	Deposit	X	713.47	9,810,508.11
08/09/2023	Bill.com	Strate Welding Supply Co.	https://app01.us.bill.c...	X	-32.95	9,810,475.16
08/09/2023	Bill.com	FPL - EDU CENTER	https://app01.us.bill.c...	X	-513.98	9,809,961.18
08/09/2023	Bill.com	TPH The Parts House	https://app01.us.bill.c...	X	-1,112.27	9,808,848.91
08/09/2023	Bill.com	FPL - EOC DR - Research...	https://app01.us.bill.c...	X	-1,390.46	9,807,458.45
08/09/2023	Bill.com	Napa Auto Parts	https://app01.us.bill.c...	X	-8.44	9,807,450.01
08/09/2023	Bill.com	The Home Depot	https://app01.us.bill.c...	X	-1,098.97	9,806,351.04
08/09/2023	Bill.com	CINTAS- 120 EOC- MAIN	https://app01.us.bill.c...	X	-421.90	9,805,929.14
08/09/2023	Bill.com	Florida Janitor & Paper Su...	https://app01.us.bill.c...	X	-38.82	9,805,890.32
08/09/2023	Bill.com	Clarke Mosquito Products, ...	https://app01.us.bill.c...	X	-289.36	9,805,600.96
08/09/2023	Bill.com	FPL - EOC DR-Main33191	https://app01.us.bill.c...	X	-2,024.92	9,803,576.04
08/09/2023	9-#479	Wells Fargo	Bill Manager 08/09/2...	X	6,932.07	9,810,508.11
08/09/2023	9-#479	Wells Fargo	Bill Manager 08/09/2...	X	-6,932.07	9,803,576.04
08/10/2023	Bill.com	Lewis Longman & Walker ...	https://app01.us.bill.c...	X	-1,500.00	9,802,076.04
08/10/2023	8407	Faye Goolrick	Service received in: J...	X	-2,970.00	9,799,106.04
08/10/2023	9-#480	Wells Fargo	Bill Manager 08/10/2...	X	1,500.00	9,800,606.04
08/10/2023	9-#480	Wells Fargo	Bill Manager 08/10/2...	X	-1,500.00	9,799,106.04
08/10/2023	9-#481	SBA	Transfer SBA Invest...	X	750,000.00	10,549,106.04
08/11/2023	ACH Debit	Paypal	Gmail Space CFO	X	-1.99	10,549,104.05
08/11/2023	Direct Dep	Leyhma Leban	Four Interns Paid by ...	X	-256.00	10,548,848.05
08/11/2023	Direct Dep	Xharia Lipkins	Four Interns Paid by ...	X	-256.00	10,548,592.05
08/11/2023	Direct Dep	Yara Steele	Four Interns Paid by ...	X	-256.00	10,548,336.05
08/11/2023	Direct Dep	Isik Unlu	Four Interns Paid by ...	X	-283.47	10,548,052.58
08/16/2023	9-#476R	Defense Dept	Grant Money 06/01/2...	X	47,531.11	10,595,583.69
08/16/2023	Direct Dep	REIMBURSEMENT	Clamps for Chicken h...	X	-134.23	10,595,449.46
08/17/2023	9-#478	Payroll	Taxes Withheld	X	-21,123.90	10,574,325.56
08/17/2023	9-#478	Payroll	Bank Account, Other	X	-2,087.00	10,572,238.56
08/17/2023	9-#478	Payroll	Credit Union	X	-1,300.00	10,570,938.56
08/17/2023	9-#478	Payroll	Net Pay to Bank	X	-62,008.18	10,508,930.38
08/17/2023	8408	Artistic Contractors, Inc.		X	-59,995.00	10,448,935.38
08/17/2023	Phone Pay	Bank of America	4356 2200 0207 4579	X	-4,683.20	10,444,252.18
08/17/2023	8409	Leading Edge Aerial Tech...	Invoice #2788	X	-62,687.50	10,381,564.68
08/17/2023	WIRE	NAASCO Northeast Corp.		X	-1,780.50	10,379,784.18

12:48 PM

09/05/23

Accrual Basis

Anastasia Mosquito Control District

VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 08/01/2023 through 08/31/23

Date	Num	Name	Memo	Clr	Amount	Balance
08/17/2023	Bill.com	LOCALiQ	https://app01.us.bill.c...	X	-38.08	10,379,746.10
08/17/2023	Bill.com	Florida Janitor & Paper Su...	https://app01.us.bill.c...	X	-5.50	10,379,740.60
08/17/2023	Bill.com	Xtreme IT, Inc.	https://app01.us.bill.c...	X	-107.50	10,379,633.10
08/17/2023	Bill.com	Comcast Business -Phone...	https://app01.us.bill.c...	X	-393.41	10,379,239.69
08/17/2023	Bill.com	UHS Premium Billing	https://app01.us.bill.c...	X	-221.12	10,379,018.57
08/17/2023	Bill.com	United Concordia	https://app01.us.bill.c...	X	-1,962.93	10,377,055.64
08/17/2023	Bill.com	Advance Auto Parts	https://app01.us.bill.c...	X	-100.30	10,376,955.34
08/17/2023	Bill.com	A/C Designs	https://app01.us.bill.c...	X	-94.50	10,376,860.84
08/17/2023	Bill.com	Austin Autry Lawn Care	https://app01.us.bill.c...	X	-5,450.00	10,371,410.84
08/17/2023	Bill.com	L.V. Hiers, Inc.	https://app01.us.bill.c...	X	-6,697.10	10,364,713.74
08/17/2023	Bill.com	Melvin's Repair Shop	https://app01.us.bill.c...	X	-49.52	10,364,664.22
08/17/2023	Bill.com	Fleetwing Corporation	https://app01.us.bill.c...	X	-5,023.70	10,359,640.52
08/17/2023	Bill.com	LOCALiQ Florida	https://app01.us.bill.c...	X	-51.68	10,359,588.84
08/17/2023	Bill.com	COMCAST TV-Internet - 1...	https://app01.us.bill.c...	X	-384.84	10,359,204.00
08/17/2023	9-#482	Wells Fargo	Bill Manager 08/17/2...	X	20,580.18	10,379,784.18
08/17/2023	9-#482	Wells Fargo	Bill Manager 08/17/2...	X	-20,580.18	10,359,204.00
08/17/2023	Direct Dep	Whitney Qualls	ESA Paid Interns, Ho...	X	-167.22	10,359,036.78
08/18/2023	Bill.com	American Mosquito Cont. ...	https://app01.us.bill.c...	X	-658.00	10,358,378.78
08/18/2023	Bill.com	Verizon Wireless Cell Pho...	https://app01.us.bill.c...	X	-1,122.87	10,357,255.91
08/18/2023	9-#483	Wells Fargo	Bill Manager 08/18/2...	X	1,780.87	10,359,036.78
08/18/2023	9-#483	Wells Fargo	Bill Manager 08/18/2...	X	-1,780.87	10,357,255.91
08/21/2023	8410	Color Reflections	Invoice #520850,520...	X	-4,638.00	10,352,617.91
08/21/2023	8411	Festhaus	Invoice #AMM011	X	-2,850.00	10,349,767.91
08/21/2023	8412	Bozard Ford	CUST#51724		-94,517.00	10,255,250.91
08/22/2023	Bill.com	Staples Credit Plan	https://app01.us.bill.c...	X	-0.88	10,255,250.03
08/22/2023	Bill.com	Wash Bay Services	https://app01.us.bill.c...	X	-2,202.00	10,253,048.03
08/22/2023	Bill.com	Ann Simpson	https://app01.us.bill.c...	X	-600.00	10,252,448.03
08/22/2023	Bill.com	Happy Heart Farms	https://app01.us.bill.c...	X	-600.00	10,251,848.03
08/22/2023	Bill.com	FPL - EOC DR - Research...	https://app01.us.bill.c...	X	-367.76	10,251,480.27
08/22/2023	9-#426	Wells Fargo	Bill Manager 08/22/2...	X	3,770.64	10,255,250.91
08/22/2023	9-#426	Wells Fargo	Bill Manager 08/22/2...	X	-3,770.64	10,251,480.27
08/23/2023	8413	Aslyn Baringer Productions	Invoice #1733	X	-1,200.00	10,250,280.27
08/23/2023	8414	Creative Graphic Design	Invoice #082223-1	X	-3,250.00	10,247,030.27
08/24/2023	WIRE	Arrow Aviation	Cust # AMCD1	X	-27,252.17	10,219,778.10
08/24/2023	Direct Dep	Morgan Duett	Airboat Fuel Reimbur...	X	-48.00	10,219,730.10
08/28/2023	WIRE	Keystone Turbine Services	Aerial Repairs	X	-4,941.68	10,214,788.42
08/29/2023	8415	Rad-Source	Invoice #INV-R-130902		-150,200.00	10,064,588.42
08/29/2023	Bill.com	A/C Designs	https://app01.us.bill.c...	X	-510.00	10,064,078.42
08/29/2023	Bill.com	Legal Shield	https://app01.us.bill.c...	X	-31.90	10,064,046.52
08/29/2023	Bill.com	St. Johns County Utility De...	https://app01.us.bill.c...	X	-528.94	10,063,517.58
08/29/2023	Bill.com	Qiagen LLC	https://app01.us.bill.c...	X	-4,021.00	10,059,496.58
08/29/2023	Bill.com	Craft's Trophies & Awards	https://app01.us.bill.c...	X	-14.00	10,059,482.58
08/29/2023	Bill.com	Feedin' Time	https://app01.us.bill.c...	X	-800.00	10,058,682.58
08/29/2023	Bill.com	Florida Pest Control	https://app01.us.bill.c...	X	-15.48	10,058,667.10
08/29/2023	Direct Dep	Wells Fargo	Bill Manager 08/29/2...		5,921.32	10,064,588.42
08/29/2023	Direct Dep	Wells Fargo	Bill Manager 08/29/2...		-5,921.32	10,058,667.10
08/30/2023	Direct Dep	Vindhya Aryaprema	Home Drug Test Rei...	X	-72.05	10,058,595.05
08/31/2023	9-#427	Payroll	Taxes Withheld	X	-21,524.72	10,037,070.33
08/31/2023	9-#427	Payroll	Bank Account, Other	X	-1,537.00	10,035,533.33
08/31/2023	9-#427	Payroll	Credit Union	X	-1,500.00	10,034,033.33
08/31/2023	9-#427	Payroll	Net Pay to Bank	X	-64,293.75	9,969,739.58
08/31/2023	9-#426	Kaitlyn Gualillo	Dorm Rent, August 2...	X	385.55	9,970,125.13
08/31/2023	9-#417	Florida Retirement System	FRS August 2023, E...	X	-44,354.45	9,925,770.68
Total 110 · Wells Fargo Bank - Local - Other					26,892.71	9,925,770.68
Total 110 · Wells Fargo Bank - Local					26,892.71	1,001,392.36
TOTAL					26,892.71	1,001,392.36

11:59 AM

09/05/23

Anastasia Mosquito Control District
Reconciliation Summary
110 · Wells Fargo Bank - Local, Period Ending 08/31/2023

	Aug 31, 23
Beginning Balance	1,033,773.79
Cleared Transactions	
Checks and Payments - 107 items	-699,974.21
Deposits and Credits - 12 items	912,309.78
Total Cleared Transactions	212,335.57
Cleared Balance	1,246,109.36
Uncleared Transactions	
Checks and Payments - 3 items	-250,638.32
Deposits and Credits - 1 item	5,921.32
Total Uncleared Transactions	-244,717.00
Register Balance as of 08/31/2023	1,001,392.36
New Transactions	
Checks and Payments - 9 items	-27,958.83
Total New Transactions	-27,958.83
Ending Balance	973,433.53

11:59 AM

09/05/23

Anastasia Mosquito Control District Reconciliation Detail

110 · Wells Fargo Bank - Local, Period Ending 08/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,033,773.79
Cleared Transactions						
Checks and Payments - 107 Items						
Bill Pmt -Check	05/31/2023	8378	Arnett AC, Plumbing...	X	-15,794.91	-15,794.91
Bill Pmt -Check	06/05/2023	8384	CPR Contracting, LLC	X	-5,500.00	-21,294.91
Bill Pmt -Check	07/26/2023	8403	Fisher Scientific	X	-16,311.31	-37,606.22
General Journal	07/27/2023	9-#419	Wells Fargo	X	-22,553.11	-60,159.33
Bill Pmt -Check	07/27/2023	8404	Harrell Construction ...	X	-21,667.92	-81,827.25
Bill Pmt -Check	08/01/2023	8405	NLINDAHL Design L...	X	-4,625.00	-86,452.25
General Journal	08/01/2023	Direct ...	Gayle Gardner	X	-100.00	-86,552.25
General Journal	08/01/2023	Direct ...	Gina LeBlanc	X	-100.00	-86,652.25
General Journal	08/01/2023	Direct ...	Catherine Brandhorst	X	-100.00	-86,752.25
General Journal	08/01/2023	Direct ...	Martha Gleason	X	-100.00	-86,852.25
General Journal	08/01/2023	Direct ...	Panagiota Becker	X	-100.00	-86,952.25
General Journal	08/03/2023	9-#428	Payroll	X	-67,040.88	-153,993.13
General Journal	08/03/2023	9-#428	Payroll	X	-22,176.34	-176,169.47
General Journal	08/03/2023	9-#477	Wells Fargo	X	-9,647.32	-185,816.79
Bill Pmt -Check	08/03/2023	Bill.com	Artium Technologies...	X	-7,500.00	-193,316.79
General Journal	08/03/2023	9-#428	Payroll	X	-1,537.00	-194,853.79
General Journal	08/03/2023	9-#428	Payroll	X	-1,300.00	-196,153.79
Bill Pmt -Check	08/03/2023	Bill.com	Ray's Automotive	X	-622.88	-196,776.67
Bill Pmt -Check	08/03/2023	Bill.com	Florida Janitor & Pa...	X	-350.59	-197,127.26
Bill Pmt -Check	08/03/2023	Bill.com	St. Johns County Ch...	X	-350.00	-197,477.26
Bill Pmt -Check	08/03/2023	Bill.com	WM Waste Manage...	X	-199.83	-197,677.09
Bill Pmt -Check	08/03/2023	Bill.com	Augustine Alarm, Fir...	X	-174.96	-197,852.05
Bill Pmt -Check	08/03/2023	Bill.com	Walmart Community	X	-143.10	-197,995.15
Bill Pmt -Check	08/03/2023	Bill.com	Hagan Ace Mgmt. C...	X	-101.60	-198,096.75
Bill Pmt -Check	08/03/2023	Bill.com	AFLAC	X	-52.08	-198,148.83
Bill Pmt -Check	08/03/2023	Bill.com	Strate Welding Supp...	X	-46.43	-198,195.26
General Journal	08/03/2023	Direct ...	REIMBURSEMENT	X	-44.98	-198,240.24
Bill Pmt -Check	08/03/2023	Bill.com	Xtreme IT, Inc.	X	-38.95	-198,279.19
Bill Pmt -Check	08/03/2023	Bill.com	St. Johns County So...	X	-35.00	-198,314.19
Bill Pmt -Check	08/03/2023	Bill.com	Legal Shield	X	-31.90	-198,346.09
General Journal	08/04/2023	Direct ...	Ruide Xue	X	-64.00	-198,410.09
Bill Pmt -Check	08/07/2023	8406	Creative Graphic De...	X	-4,050.00	-202,460.09
Bill Pmt -Check	08/08/2023	Phone...	Bank of America	X	-24,732.12	-227,192.21
General Journal	08/08/2023	Direct ...	Scott Hanna	X	-281.15	-227,473.36
General Journal	08/09/2023	9-#479	Wells Fargo	X	-6,932.07	-234,405.43
Bill Pmt -Check	08/09/2023	Bill.com	FPL - EOC DR-Main...	X	-2,024.92	-236,430.35
Bill Pmt -Check	08/09/2023	Bill.com	FPL - EOC DR - Re...	X	-1,390.46	-237,820.81
Bill Pmt -Check	08/09/2023	Bill.com	TPH The Parts House	X	-1,112.27	-238,933.08
Bill Pmt -Check	08/09/2023	Bill.com	The Home Depot	X	-1,098.97	-240,032.05
Bill Pmt -Check	08/09/2023	Bill.com	FPL - EDU CENTER	X	-513.98	-240,546.03
Bill Pmt -Check	08/09/2023	Bill.com	CINTAS- 120 EOC- ...	X	-421.90	-240,967.93
Bill Pmt -Check	08/09/2023	Bill.com	Clarke Mosquito Pro...	X	-289.36	-241,257.29
Bill Pmt -Check	08/09/2023	Bill.com	Florida Janitor & Pa...	X	-38.82	-241,296.11
Bill Pmt -Check	08/09/2023	Bill.com	Strate Welding Supp...	X	-32.95	-241,329.06
Bill Pmt -Check	08/09/2023	Bill.com	Napa Auto Parts	X	-8.44	-241,337.50
Bill Pmt -Check	08/10/2023	8407	Faye Goolrick	X	-2,970.00	-244,307.50
General Journal	08/10/2023	9-#480	Wells Fargo	X	-1,500.00	-245,807.50
Bill Pmt -Check	08/10/2023	Bill.com	Lewis Longman & W...	X	-1,500.00	-247,307.50
General Journal	08/11/2023	Direct ...	Isik Unlu	X	-283.47	-247,590.97
General Journal	08/11/2023	Direct ...	Yara Steele	X	-256.00	-247,846.97
General Journal	08/11/2023	Direct ...	Leyhma Leban	X	-256.00	-248,102.97
General Journal	08/11/2023	Direct ...	Kharia Lipkins	X	-256.00	-248,358.97
Bill Pmt -Check	08/11/2023	ACH ...	Paypal	X	-1.99	-248,360.96
General Journal	08/16/2023	Direct ...	REIMBURSEMENT	X	-134.23	-248,495.19
Bill Pmt -Check	08/17/2023	8409	Leading Edge Aerial...	X	-62,687.50	-311,182.69
General Journal	08/17/2023	9-#478	Payroll	X	-62,008.18	-373,190.87
Bill Pmt -Check	08/17/2023	8408	Artistic Contractors, ...	X	-59,995.00	-433,185.87
General Journal	08/17/2023	9-#478	Payroll	X	-21,123.90	-454,309.77
General Journal	08/17/2023	9-#482	Wells Fargo	X	-20,580.18	-474,889.95
Bill Pmt -Check	08/17/2023	Bill.com	L.V. Hiers, Inc.	X	-6,697.10	-481,587.05
Bill Pmt -Check	08/17/2023	Bill.com	Austin Autry Lawn C...	X	-5,450.00	-487,037.05
Bill Pmt -Check	08/17/2023	Bill.com	Fleetwing Corporation	X	-5,023.70	-492,060.75
Bill Pmt -Check	08/17/2023	Phone...	Bank of America	X	-4,683.20	-496,743.95
General Journal	08/17/2023	9-#478	Payroll	X	-2,087.00	-498,830.95
Bill Pmt -Check	08/17/2023	Bill.com	United Concordia	X	-1,962.93	-500,793.88
Bill Pmt -Check	08/17/2023	WIRE	NAASCO Northeast ...	X	-1,780.50	-502,574.38

Type	Date	Num	Name	Clr	Amount	Balance
General Journal	08/17/2023	9-#478	Payroll	X	-1,300.00	-503,874.38
Bill Pmt -Check	08/17/2023	Bill.com	Comcast Business -...	X	-393.41	-504,267.79
Bill Pmt -Check	08/17/2023	Bill.com	COMCAST TV-Inter...	X	-384.84	-504,652.63
Bill Pmt -Check	08/17/2023	Bill.com	UHS Premium Billing	X	-221.12	-504,873.75
General Journal	08/17/2023	Direct ...	Whitney Qualls	X	-167.22	-505,040.97
Bill Pmt -Check	08/17/2023	Bill.com	Xtreme IT, Inc.	X	-107.50	-505,148.47
Bill Pmt -Check	08/17/2023	Bill.com	Advance Auto Parts	X	-100.30	-505,248.77
Bill Pmt -Check	08/17/2023	Bill.com	A/C Designs	X	-94.50	-505,343.27
Bill Pmt -Check	08/17/2023	Bill.com	LOCALiQ Florida	X	-51.68	-505,394.95
Bill Pmt -Check	08/17/2023	Bill.com	Melvin's Repair Shop	X	-49.52	-505,444.47
Bill Pmt -Check	08/17/2023	Bill.com	LOCALiQ	X	-38.08	-505,482.55
Bill Pmt -Check	08/17/2023	Bill.com	Florida Janitor & Pa...	X	-5.50	-505,488.05
General Journal	08/18/2023	9-#483	Wells Fargo	X	-1,780.87	-507,268.92
Bill Pmt -Check	08/18/2023	Bill.com	Verizon Wireless Ce...	X	-1,122.87	-508,391.79
Bill Pmt -Check	08/18/2023	Bill.com	American Mosquito ...	X	-658.00	-509,049.79
Bill Pmt -Check	08/21/2023	8410	Color Reflections	X	-4,638.00	-513,687.79
Bill Pmt -Check	08/21/2023	8411	Festhaus	X	-2,850.00	-516,537.79
General Journal	08/22/2023	9-#426	Wells Fargo	X	-3,770.64	-520,308.43
Bill Pmt -Check	08/22/2023	Bill.com	Wash Bay Services	X	-2,202.00	-522,510.43
Bill Pmt -Check	08/22/2023	Bill.com	Ann Simpson	X	-600.00	-523,110.43
Bill Pmt -Check	08/22/2023	Bill.com	Happy Heart Farms	X	-600.00	-523,710.43
Bill Pmt -Check	08/22/2023	Bill.com	FPL - EOC DR - Re...	X	-367.76	-524,078.19
Bill Pmt -Check	08/22/2023	Bill.com	Staples Credit Plan	X	-0.88	-524,079.07
Bill Pmt -Check	08/23/2023	8414	Creative Graphic De...	X	-3,250.00	-527,329.07
Bill Pmt -Check	08/23/2023	8413	Aslyn Baringer Prod...	X	-1,200.00	-528,529.07
Bill Pmt -Check	08/24/2023	WIRE	Arrow Aviation	X	-27,252.17	-555,781.24
General Journal	08/24/2023	Direct ...	Morgan Duett	X	-48.00	-555,829.24
Bill Pmt -Check	08/28/2023	WIRE	Keystone Turbine S...	X	-4,941.68	-560,770.92
Bill Pmt -Check	08/29/2023	Bill.com	Qiagen LLC	X	-4,021.00	-564,791.92
Bill Pmt -Check	08/29/2023	Bill.com	Feedin' Time	X	-800.00	-565,591.92
Bill Pmt -Check	08/29/2023	Bill.com	St. Johns County Uti...	X	-528.94	-566,120.86
Bill Pmt -Check	08/29/2023	Bill.com	A/C Designs	X	-510.00	-566,630.86
Bill Pmt -Check	08/29/2023	Bill.com	Legal Shield	X	-31.90	-566,662.76
Bill Pmt -Check	08/29/2023	Bill.com	Florida Pest Control	X	-15.48	-566,678.24
Bill Pmt -Check	08/29/2023	Bill.com	Craft's Trophies & A...	X	-14.00	-566,692.24
General Journal	08/30/2023	Direct ...	Vindhya Aryaprema	X	-72.05	-566,764.29
General Journal	08/31/2023	9-#427	Payroll	X	-64,293.75	-631,058.04
General Journal	08/31/2023	9-#417	Florida Retirement S...	X	-44,354.45	-675,412.49
General Journal	08/31/2023	9-#427	Payroll	X	-21,524.72	-696,937.21
General Journal	08/31/2023	9-#427	Payroll	X	-1,537.00	-698,474.21
General Journal	08/31/2023	9-#427	Payroll	X	-1,500.00	-699,974.21
Total Checks and Payments					-699,974.21	-699,974.21
Deposits and Credits - 12 items						
General Journal	07/27/2023	9-#419	Wells Fargo	X	22,553.11	22,553.11
General Journal	08/03/2023	9-#477	Wells Fargo	X	9,647.32	32,200.43
General Journal	08/07/2023	9-#420	Dennis Hollingsworth	X	46,915.46	79,115.89
Deposit	08/08/2023		Wells Fargo	X	713.47	79,829.36
General Journal	08/09/2023	9-#479	Wells Fargo	X	6,932.07	86,761.43
General Journal	08/10/2023	9-#480	Wells Fargo	X	1,500.00	88,261.43
General Journal	08/10/2023	9-#481	SBA	X	750,000.00	838,261.43
General Journal	08/16/2023	9-#476R	Defense Dept	X	47,531.11	885,792.54
General Journal	08/17/2023	9-#482	Wells Fargo	X	20,580.18	906,372.72
General Journal	08/18/2023	9-#483	Wells Fargo	X	1,780.87	908,153.59
General Journal	08/22/2023	9-#426	Wells Fargo	X	3,770.64	911,924.23
General Journal	08/31/2023	9-#426	Kaitlyn Gualillo	X	385.55	912,309.78
Total Deposits and Credits					912,309.78	912,309.78
Total Cleared Transactions					212,335.57	212,335.57
Cleared Balance					212,335.57	1,246,109.36

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 3 items						
Bill Pmt -Check	08/21/2023	8412	Bozard Ford		-94,517.00	-94,517.00
Bill Pmt -Check	08/29/2023	8415	Rad-Source		-150,200.00	-244,717.00
General Journal	08/29/2023	Direct ...	Wells Fargo		-5,921.32	-250,638.32
Total Checks and Payments					-250,638.32	-250,638.32
Deposits and Credits - 1 item						
General Journal	08/29/2023	Direct ...	Wells Fargo		5,921.32	5,921.32
Total Deposits and Credits					5,921.32	5,921.32
Total Uncleared Transactions					-244,717.00	-244,717.00
Register Balance as of 08/31/2023					-32,381.43	1,001,392.36
New Transactions						
Checks and Payments - 9 items						
Bill Pmt -Check	09/01/2023	Bill.com	Adapco, Inc.		-7,538.00	-7,538.00
Bill Pmt -Check	09/01/2023	Bill.com	WM Waste Manage...		-472.83	-8,010.83
Bill Pmt -Check	09/01/2023	Bill.com	COPYFAX		-189.94	-8,200.77
Bill Pmt -Check	09/01/2023	Bill.com	Augustine Alarm, Fir...		-174.96	-8,375.73
Bill Pmt -Check	09/01/2023	Bill.com	Turner Ace Hardwar...		-156.11	-8,531.84
Bill Pmt -Check	09/01/2023	Bill.com	St. Johns County So...		-59.40	-8,591.24
Bill Pmt -Check	09/01/2023	Bill.com	AFLAC		-52.08	-8,643.32
Bill Pmt -Check	09/01/2023	Bill.com	Turner Ace Hardwar...		-2.99	-8,646.31
Bill Pmt -Check	09/05/2023	8417	NLINDAHL Design L...		-19,312.52	-27,958.83
Total Checks and Payments					-27,958.83	-27,958.83
Total New Transactions					-27,958.83	-27,958.83
Ending Balance					-60,340.26	973,433.53

1:46 PM

09/05/23

Anastasia Mosquito Control District
Reconciliation Summary
115 · SBA, Period Ending 08/31/2023

	Aug 31, 23
Beginning Balance	8,814,722.57
Cleared Transactions	
Checks and Payments - 1 item	-750,000.00
Deposits and Credits - 1 item	39,357.90
Total Cleared Transactions	-710,642.10
Cleared Balance	8,104,080.47
Register Balance as of 08/31/2023	8,104,080.47
Ending Balance	8,104,080.47

1:47 PM

09/05/23

Anastasia Mosquito Control District
Reconciliation Detail
115 · SBA, Period Ending 08/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,814,722.57
Cleared Transactions						
Checks and Payments - 1 item						
General Journal	08/10/2023	9-#481	SBA	X	-750,000.00	-750,000.00
Total Checks and Payments					-750,000.00	-750,000.00
Deposits and Credits - 1 item						
Deposit	08/31/2023			X	39,357.90	39,357.90
Total Deposits and Credits					39,357.90	39,357.90
Total Cleared Transactions					-710,642.10	-710,642.10
Cleared Balance					-710,642.10	8,104,080.47
Register Balance as of 08/31/2023					-710,642.10	8,104,080.47
Ending Balance					-710,642.10	8,104,080.47



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

AGENCY ACCOUNT 101071
08/01/2023 - 08/31/2023

Page 1 of 1

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

Participant Return 08/31/2023 : 5.58 %

Date	Transaction Type	Description	Amount	Balance
08/01/2023	BEGINNING BALANCE			8,814,722.57
08/11/2023	WITHDRAWAL	SCOTT HANNA	(750,000.00)	8,064,722.57
08/31/2023	EARNED INCOME	INTEREST	39,357.90	8,104,080.47
	Totals:		(710,642.10)	8,104,080.47

1:44 PM

09/05/23

Anastasia Mosquito Control District
Reconciliation Summary
112 · Bank of America, Period Ending 08/31/2023

	Aug 31, 23
Beginning Balance	189,074.33
Cleared Transactions	
Checks and Payments - 7 items	-47,418.83
Total Cleared Transactions	-47,418.83
Cleared Balance	141,655.50
Register Balance as of 08/31/2023	141,655.50
Ending Balance	141,655.50

1:45 PM

09/05/23

Anastasia Mosquito Control District
Reconciliation Detail
112 · Bank of America, Period Ending 08/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						189,074.33
Cleared Transactions						
Checks and Payments - 7 items						
Bill Pmt -Check	08/03/2023	E-Pay	Nationwide Retirem...	X	-2,231.00	-2,231.00
Bill Pmt -Check	08/09/2023	E-Pay	Guardian	X	-757.62	-2,988.62
Check	08/15/2023		Bank of America	X	-245.37	-3,233.99
Bill Pmt -Check	08/17/2023	E-Pay	Nationwide Retirem...	X	-2,231.00	-5,464.99
Bill Pmt -Check	08/21/2023	Phone...	Blue Cross Blue Shi...	X	-39,398.49	-44,863.48
Bill Pmt -Check	08/21/2023	E-Pay	Guardian	X	-324.35	-45,187.83
Bill Pmt -Check	08/31/2023	E-Pay	Nationwide Retirem...	X	-2,231.00	-47,418.83
Total Checks and Payments					-47,418.83	-47,418.83
Total Cleared Transactions					-47,418.83	-47,418.83
Cleared Balance					-47,418.83	141,655.50
Register Balance as of 08/31/2023					-47,418.83	141,655.50
Ending Balance					-47,418.83	141,655.50



P.O. Box 15284
Wilmington, DE 19850

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

Customer service information

 Customer service: 1.888.400.9009

 bankofamerica.com

 Bank of America, N.A.
P.O. Box 25118
Tampa, Florida 33622-5118

Your Full Analysis Business Checking

for August 1, 2023 to August 31, 2023

Account number: 8981 0275 2170

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY LOCAL GOVERNMENT

Account summary

Beginning balance on August 1, 2023	\$189,074.33
Deposits and other credits	0.00
Withdrawals and other debits	-47,173.46
Checks	-0.00
Service fees	-245.37
Ending balance on August 31, 2023	\$141,655.50

of deposits/credits: 0

of withdrawals/debits: 8

of days in cycle: 31

Average ledger balance: \$172,213.56



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

ARTHROPOD CONTROL BUDGET AMENDMENT

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

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. 2022-10

Fiscal Year: 2022-2023

Date: 9/14/2023

Amending: Local Funds X State Funds (Check appropriate fund account to be amended. Use a separate form for each fund). The

Board of Commissioners for Anastasia Mosquito Control District hereby submits to the Department of Agriculture and Consumer Services, for its consideration and approval, the following amendment for the current fiscal year as follows:

ESTIMATED RECEIPTS

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

Total Available Cash and Receipts	Reserves	Present Budget	Increase Request	Decrease Request	Revised Budget
\$ 17,186,931.02	\$ 5,791,636.05	\$ 17,186,931.02	\$ 55,049.60	\$ -	\$ 17,241,980.62

NAME SOURCE OF INCREASE: (Explain Decrease)

BUDGETED RECEIPTS

ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 7,521,089.62	\$ -	\$ -	\$ 7,521,089.62
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ 290,000.00	\$ 14,578.23	\$ -	\$ 304,578.23
361	Interest Earnings	\$ 306,220.11	\$ 40,071.37	\$ -	\$ 346,291.48
364	Equipment and/or Other Sales	\$ -	\$ -	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ 109,137.24	\$ 400.00	\$ -	\$ 109,537.24
380	Other Sources	\$ -	\$ -	\$ -	\$ -
389	Loans	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 8,226,446.97	\$ 55,049.60	\$ -	\$ 8,281,496.57
Beginning Fund Balance		\$ 8,960,484.05	\$ -	\$ -	\$ 8,960,484.05
Total Budgetary Receipts & Balances		\$ 17,186,931.02	\$ 55,049.60	\$ -	\$ 17,241,980.62

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	\$ 2,506,263.00	\$ 13,980.12	\$ -	\$ 2,520,243.12
20	Personal Services Benefits	\$ 1,303,997.11	\$ 1,069.48	\$ -	\$ 1,305,066.59
30	Operating Expense	\$ 568,708.91	\$ -	\$ -	\$ 568,708.91
40	Travel & Per Diem	\$ 86,723.00	\$ -	\$ -	\$ 86,723.00
41	Communication Services	\$ 30,574.52	\$ -	\$ -	\$ 30,574.52
42	Freight Services	\$ 5,500.00	\$ -	\$ -	\$ 5,500.00
43	Utility Service	\$ 76,216.13	\$ -	\$ -	\$ 76,216.13
44	Rentals & Leases	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
45	Insurance	\$ 232,668.78	\$ -	\$ -	\$ 232,668.78
46	Repairs & Maintenance	\$ 200,150.00	\$ -	\$ -	\$ 200,150.00
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	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00
52.1	Gasoline/Oil/Lube	\$ 137,000.00	\$ -	\$ -	\$ 137,000.00
52.2	Chemicals	\$ 739,505.00	\$ -	\$ -	\$ 739,505.00
52.3	Protective Clothing	\$ 3,500.00	\$ -	\$ -	\$ 3,500.00
52.4	Misc. Supplies	\$ 213,674.30	\$ -	\$ -	\$ 213,674.30
52.5	Tools & Implements	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
54	Publications & Dues	\$ 39,240.00	\$ -	\$ -	\$ 39,240.00
55	Training	\$ 64,290.92	\$ -	\$ -	\$ 64,290.92
60	Capital Outlay	\$ 4,040,682.30	\$ 40,000.00	\$ -	\$ 4,080,682.30
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ 1,078,776.00	\$ -	\$ -	\$ 1,078,776.00
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET AND CHARGES		\$ 11,395,294.97	\$ 55,049.60	\$ -	\$ 11,450,344.57
0.001	Reserves - Future Capital Outlay	\$ 3,700,225.05	\$ -	\$ -	\$ 3,700,225.05
0.002	Reserves - Self-Insurance	\$ -	\$ -	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$ 1,961,411.00	\$ -	\$ -	\$ 1,961,411.00
0.004	Reserves - Sick and Annual Leave	\$ 130,000.00	\$ -	\$ -	\$ 130,000.00
TOTAL RESERVES		\$ 5,791,636.05	\$ -	\$ -	\$ 5,791,636.05
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 17,186,931.02	\$ 55,049.60	\$ -	\$ 17,241,980.62
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, 2023

BUDGET AMENDMENT NUMBER 2023-10

PAGE 1 OF 1

COMPUTATIONS

LOCAL FUND

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

Receipts:

Revenue: Grants and Donations	14,578.23
Revenue: Interest Earnings	\$ 40,071.37
Revenue: Misc./Refunds	400.00

\$ 55,049.60

Expenditures:

Personal Services	\$ (13,980.12)
Personal Services Benfits	(1,069.48)
Capital Outlay	(40,000.00)

Budget Amendment (Net Effect)	<u>\$ 0.00</u>
-------------------------------	----------------

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2023

LOCAL FUND BUDGET AMENDMENT NUMBER 2023-10

PAGE 1 OF 1

JOURNAL ENTRIES:

BUDGET AMENDMENT ADJUSTMENT ENTRIES:

Dr) EXPENDITURES: Personal Services	\$	13,980.12	
EXPENDITURES: Personal Services Benefits	\$	1,069.48	
EXPENDITURES: Capital Outlay	\$	40,000.00	
Cr) REVENUE: Grants and Donations			\$ 14,578.23
REVENUE: Interests Earnings			\$ 40,071.37
REVENUE: Misc./Refunds			\$ 400.00
	\$	55,049.60	\$ 55,049.60

New Business

#1

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

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

MEMO

DISTRICT DIRECTOR

Dr. Rui-De Xue



BOARD OF COMMISSIONERS:

Gayle Gardner, Chairperson

Trish Becker, Vice-Chairperson

Gina LeBlanc, Secretary/Treasurer

Catherine Brandhorst, Commissioner

Martha Gleason, Commissioner

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Richard Weaver, Business Manager

DATE: September 5, 2023

RE: Report About District Attorney

A request for proposal (RFP) was released by AMCD to hire a qualified attorney/firm to represent AMCD on August 1, 2023 and was opened on August 28, 2023, by staff and distributed to the Board of Commissioners for ranking on August 28th, 2023. The Board of Commissioners will be responsible for scoring/ranking, interviewing and choosing a qualified attorney/firm.

AMCD staff cannot review or rank the submissions, this must be done by the AMCD Commissioners, staff proposes that commissioners review the proposals and rank the attorneys/firms and return the ranking forms to AMCD staff (Richard Weaver) by Thursday September 7, 2023 by 4:00 pm. Staff will then transfer the ranking form totals onto a score sheet and invite the two firms to the September 14, 2023 board meeting for the Board of Commissioners to interview. The Board of Commissioners, at the September 14, 2023 meeting will use the proposals, ranking forms, score sheet and interview notes to choose the new attorney/firm to represent the district. The firm chosen must start on January 1, 2023 to be able to represent the district. If a final contract cannot be finalized at the September meeting the Chairperson and staff should be authorized to conduct final negotiations and return a final contract to the Board at the December 14, 2023 meeting for final approval by the Board.



August 25, 2023

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

RE: RFP # 22/23-6, Soliciting Proposals to Hire a Qualified Attorney and/or Firm to Provide Legal Services

Dear Dr. Xue:

The St. Augustine Law Group, P.A. is a local law firm. Its attorneys are firmly rooted in the St. Augustine community and have extensive experience handling a broad range of government, litigation, and contractual matters. Our firm would be delighted to provide legal services to the Anastasia Mosquito Control District ("District").

Together with this letter, our firm submits its response to the District's RFP # 22/23-6, Soliciting Proposals to Hire a Qualified Attorney and/or Firm to Provide Legal Services. Correspondence related to this matter should be directed to:

Reba Abraham Pearce, Esq.
St. Augustine Law Group, P.A.
2740 US Highway 1 South
St. Augustine, FL 32086
(904) 990 -7777
reba@staugustinelawgroup.com

I would welcome the opportunity to appear for an interview before the Board of Commissioners on September 14, 2023 to respond to any questions regarding our credentials, experience, and interests.

Thank you for considering our submission. We would consider it a pleasure to serve the District's needs.

Respectfully submitted,

St. Augustine Law Group, P.A.

Reba Abraham Pearce, Esq.



TABLE OF CONTENTS

- I. QUALIFICATIONS, p. 2
 - A. Attorney Reba Abraham Pearce
 - B. Attorney Richard Lee Brooks, II
- II. STATEMENT REGARDING LICENSE TO PRACTICE IN FLORIDA, p. 3
- III. BUSINESS ORGANIZATION, p. 4
- IV. ATTORNEY/FIRM EXPERIENCE/CAPABILITY, p. 4
- V. REFERENCES, p. 5
- VI. FEE STRUCTURE AND PAYMENT, p. 5
- VII. LOCAL FIRM, p. 6
- VIII. MISCELLANEOUS, p. 6
- IX. ATTACHMENTS, p. 6
 - A. Resume for Reba Abraham Pearce, Esq.
 - B. Resume for Richard Lee Brooks, II, Esq.
 - C. Proposed Sample Contract
 - D. Conflict of Interest Form

I. QUALIFICATIONS

A. Attorney Reba Abraham Pearce

Ms. Pearce has been licensed to practice law for over 16 years. She is passionate about law and considers the practice of law a privilege. Her experience includes providing general counsel to governmental entities, advocating for businesses and individuals in judicial and administrative proceedings throughout the State of Florida, and serving as an appellate law clerk to the late, Hon. Jaqueline R. Griffin of Florida's Fifth District Court of Appeal.

Relevant here, Ms. Pearce obtained her LLM degree in Environmental and Land Use Law from the University of Florida in 2012. Since then, Ms. Pearce has developed a practice that includes a focus on the needs of governmental clients. Specifically, she has served as the Town Attorney for the Town of Callahan, Florida since 2021. Prior to that, she served as the Town Attorney for the Town of Hilliard, Florida. Further, over the years and in different capacities, Ms. Pearce has provided representation to the City of Jacksonville, the City of Ocala, and the U.S. Army Corps of Engineers.

A representative, but not exhaustive, list of Ms. Pearce's relevant, past and current activities include:

- Provided in person support at Town Council and planning commission meetings
- Advised regarding an aquatic plant control agreement between a state and federal entity
- Researched and analyzed provisions of the Clean Water Act and NEPA
- Represented a municipality in an intergovernmental lawsuit seeking to recover storm water fees
- Represented a municipality in defending a claim that an employee's rights under the Americans with Disability Act had been violated
- Advised regarding application of the Family Medical and Leave Act
- Taken the sworn testimony of numerous witnesses in formal legal proceedings
- Reviewed services agreements between municipalities and private contractors
- Defended an admiralty claim
- Litigated matters through appeal
- Represented parties in negotiation, including mediation
- Reviewed, analyzed, and provided comments to Ocala's City Attorneys regarding two complex development agreements between the municipality and private entities
- Advised regarding application of Florida's Public Records Act (Chapter 119) and Florida's public meetings law (Chapter 286)
- Provided legal support to a municipal historic preservation commission, which included staffing meetings, the preparation of orders issued by the commission, and counsel on procedural issues
- Reviewed and provided counsel regarding sign permitting
- Prepared numerous municipal rezoning ordinances
- Prepared a revised municipal ordinance prohibiting excessive noise
- Prepared a revised dress code ordinance designed to meet constitutional standards
- Provided representation to a municipality in defending against a personal injury claim made by a citizen who fell on municipal owned property
- Defended law enforcement (at the trial court and appellate levels) against claims that officers had violated citizens' constitutional rights
- Provided legal advice regarding the right of firefighters to engage in political activity during their employment
- Researched and provided legal advice regarding the Florida Constitution's prohibition against dual office holding
- Represented a party in an appeal from a municipal hearing officer in a dangerous dog proceeding

- Advised a state appellate court on the government's obligation to compensate a private entity for land it allegedly "took"

Ms. Pearce's full resume is included with this submission.

B. Attorney Richard Lee Brooks, II

Mr. Brooks has been licensed to practice law since 2014. He is the owner and founder of the St. Augustine Law Group, P.A. and heavily invested in the St. Augustine community. The focus of his work is on assisting individuals, businesses and other organizations fulfill their missions. Mr. Brooks excels at dealmaking, as well the review and preparation of complex agreements. Additionally, he teaches an Intellectual Property law course at Jacksonville University.

The needs of Mr. Brooks' clients have regularly brought him before various governmental boards, including the St. Augustine City Commission, the St. Augustine Planning & Zoning Board, and the City Council of Dunnellon.

A representative, but not exhaustive, list of Mr. Brooks' relevant, past and current activities include:

- Represented vacation rental owners before a municipal board in addressing an ordinance affecting their interests
- Advised clients as to complex real estate, loan, and services agreements
- Represented a client in defending admiralty claims
- Extensively advised clients regarding various employment matters
- Engaged in all facets of trial litigation
- Represented parties in negotiation, including mediation
- Handled a variety of "Citizen" centric interactions with various governmental and quasi-governmental agencies in and around St. Johns County
- Served as the past and current President of TASK (Teachers Aiding Student Knowledge), a 501(c)3 supporting education in St. Johns County predominantly by assisting in providing match funding to the Federally Funded RSVP Program (SeniorCorps)
- Advises clients as to partnership agreements and entity formation

Mr. Brooks' resume is included with this submission.

II. LICENSE TO PRACTICE IN FLORIDA

St. Augustine Law Group consists of two attorneys, Reba Abraham Pearce and Richard Lee Brooks, II. Both attorneys are properly licensed to practice law within the State of Florida.

In addition to being members in good standing of the Florida Bar, both Ms. Pearce and Mr. Brooks are admitted to practice before the courts of the United States Middle District of Florida and United States Southern District of Florida.

No other professional within the firm is required to be licensed.

III. BUSINESS ORGANIZATION

The firm consists of four full-time employees. These employees include:

- Reba Abraham Pearce, Esq., Partner
- Richard Lee Brooks, II, Esq., Managing Partner
- Julia Robinson, FRP, Paralegal
- Grace Williams, Receptionist

In terms of providing service to the District, Ms. Pearce would be the principal attorney on the contract and Mr. Brooks would be the secondary attorney. However, St. Augustine Law Group, P.A. is an integrated operation. The firm works collaboratively. As such, the District would have access to the expertise of both attorneys.

IV. ATTORNEY/FIRM EXPERIENCE/CAPABILITY

St. Augustine Law Group, P.A. is a small law office designed to provide personal, quality, and efficient services to its clients. It consists of only two attorneys, Reba Abraham Pearce, Esq. and Richard Lee Brooks, II, Esq.

Ms. Pearce obtained her LLM degree in Environmental and Land Use Law from the University of Florida in 2012. Since then, Ms. Pearce has developed a practice that includes a focus on the needs of governmental clients. Specifically, she has served as the Town Attorney for the Town of Callahan, Florida since 2021. Prior to that, she served as the Town Attorney for the Town of Hilliard, Florida. Further, over the years and in different capacities, Ms. Pearce has provided representation to the City of Jacksonville, the City of Ocala, and the U.S. Army Corps of Engineers.

Ms. Pearce has regularly advised on matters of procedure; ethics, including conflicts of interest; various employment matters, including application of the Family and Medical Leave Act and the Civil Rights Act; land use regulation; Florida's Sunshine laws; and tort litigation. Further, she also regularly pursues and defends claims before both federal and state courts on behalf of her clients.

Mr. Brooks' experience with governmental entities is practical. The focus of his work is on assisting individuals, businesses and other organizations fulfill their mission. The needs of his clients have brought him before various Boards, Councils, and Commissions. He excels at dealmaking, as well the review and preparation of complex agreements.

Ms. Pearce and Mr. Brooks are lawyers first. However, they also have a genuine interest in the District's work and its mission. One of the first courses Ms. Pearce took at the University of Florida concerned parasites, vectors, and disease. Further, for his part, Mr. Brooks spends his free time outside of the law office assisting his wife with her thriving honey production business.

V. REFERENCES

Due to the nature of the services it provides, the St. Augustine Law Group, P.A. is uncomfortable providing detailed information regarding its engagements and clients. However, the following individuals would be able to speak to Ms. Pearce and/or Mr. Brook's general ability to provide legal services to the Anastasia Mosquito Control District:

Lisa Purvis
Town Clerk
Town of Hilliard
lpurvis@townofhilliard.com
(904) 975 - 9513

Ms. Pearce worked with Ms. Purvis in her prior role as Town Attorney for the Town of Hilliard in the year 2020.

Patrick Gilligan, Esq.
Former City Attorney for the City of Ocala, Florida
Gilligan, Godding, Batsel & Anderson, P.A.
pgilligan@ocalalaw.com
(352) 867 - 7707

Ms. Pearce worked for Mr. Gilligan, performing municipal work from 2013-2015. Mr. Gilligan can speak to Ms. Pearce's capacity to perform legal work for governmental entities.

Seth Corneal, Esq.
Corneal Law Firm
seth@corneallaw.com
(904) 819 - 5333

Mr. Corneal can speak to the capability of both Ms. Pearce and Mr. Brook to provide legal services.

Jalisa Renee Ferguson, Esq.
County Attorney for St. Johns County, Florida
jferguson@sjcfl.us
(904) 209 - 0805

Ms. Ferguson can speak to Mr. Brooks' ongoing capabilities and the firm's standing in the community.

Viv Helwig
Flagler College Board of Trustee
vhelwig@vestedmetals.net
(954) 655 - 2252

Mr. Helwig can speak to Mr. Brooks' ongoing capabilities and the firm's standing in the community.

VI. FEE STRUCTURE AND PAYMENT

St. Augustine Law Group, P.A. can offer one of two rate structures. First, if the District agrees to pay a non-refundable monthly retainer of \$2,500, the firm will agree to bill Ms. Pearce and Mr. Brooks' time against the retainer at a rate of \$225/hour. After the retainer is exhausted, the firm would bill the District for additional attorney time at the same \$225/hour rate.

Second, if the District prefers to not pay any monthly retainer, the firm will bill the District at \$300/hour for Ms. Pearce and Mr. Brooks' time. This option makes more financial sense for the District if it does not expect to regularly need more than about 8 hours of attorney time per month.

The foregoing fee amounts will apply to both the firm's general counsel and litigation services. Further, the firm charges \$75/hour for paralegal support services. The firm will not charge for travel to the District's offices. However, it will bill 50% of Attorney time for travel to other locations.

The total attorney fee to be charged is the (number of attorney hours billed x hourly rate) + (number of paralegal hours billed x hourly rate).

Finally, costs, such as filing fees or court reporter costs, will either be paid directly by the District or charged to the District without markup.

VII. LOCAL FIRM

St. Augustine Law Group, P.A. is based within St. Johns County, Florida. Its office is located at 2740 US Highway 1 South, St. Augustine, FL 32086.

VIII. MISCELLANEOUS - FIRM PHILOSOPHY

Ms. Pearce and Mr. Brooks are conscientious, detail-oriented, client focused attorneys. They consistently strive to provide reliable, practical advice which meets both the short term and long term needs of their clients.

IX. ATTACHMENTS

Please find attached the following documents:

- A. Resume for Reba Abraham Pearce, Esq.
- B. Resume for Richard Lee Brooks, II, Esq.
- C. Proposed Sample Contract
- D. Conflict of Interest Form

EDUCATION

University of Florida Levin College of Law, Gainesville, Florida

LL.M. in Environmental and Land Use Law, May 2012

GPA: 3.56

- Relevant Coursework: Environmental Law, Natural Resources Law, Florida Land Use, Florida Administrative Law, Real Estate Development
- Camp Educator, UF Project: Planning for Coastal Change in Levy County, July 2012

The University of Texas School of Law, Austin, Texas

J.D., *honors*, May 2006

GPA: 3.53

- Dean's Achievement Award for Managerial Microeconomics for Lawyers, Spring 2006
- Florida Bar Foundation Legal Services Fellowship, Summer 2005
- Managing Editor, TEXAS JOURNAL ON CIVIL LIBERTIES & CIVIL RIGHTS, Fall 2005 - Spring 2006

University of Florida, Gainesville, Florida

B.S. in Finance, *high honors*, May 2003

B.A. in Political Science, *highest honors*, May 2003

GPA: 4.0

- Phi Beta Kappa, elected May 2003
- Highest Honors for Senior Thesis in Political Science, May 2003

EXPERIENCE

Partner, February 21, 2022-Present

St. Augustine Law Group, P.A., St. Augustine, Florida

- Trial and Appellate Advocacy: I represent clients through all stages of the litigation process, including through appeal.
- Legal Advisor: I advise clients regarding admiralty claims, employment matters, contract disputes, construction litigation, land use matters, and real property disputes.
- Negotiation: I represented clients in negotiating favorable settlements, including through mediation.

Of Counsel, February 4, 2022-Present

Waugh Grant, PLLC, Orlando, Florida

- Advise decision makers: I continue to serve as Town Attorney for the Town of Callahan, Florida. In this capacity, I staff Town meetings, prepare or review ordinances and resolutions, and advise the Town on a variety of issues, including land use, municipal contracts, Florida's public records law, and procedural matters.

Senior Counsel, April 2021– January 2022

Waugh Grant, PLLC, St. Augustine, Florida

- Advise decision makers: I served as Town Attorney for the Town of Callahan, Florida. This position involved, among other things, the staffing of Town meetings, preparation of ordinances and resolutions, provision of advice regarding ethics and public records law, and the review of municipal contracts.
- Trial and Appellate Advocacy: I represented clients through all stages of the litigation process, including through appeal.

Assistant District Counsel, December 2018 – December 2020

U.S. Army Corps of Engineers, Jacksonville District, Jacksonville, Florida

- Engaged in procurement litigation: I provided counsel regarding a potential termination for default, prepared a litigation report for a pending administrative appeal, coordinated with staff and field staff to prepare an administrative record, researched and generated potential options for resolving a complex litigation funding issue, gathered documents for discovery, generated a preliminary plan for preserving and further pursuing an Architecture-Engineer liability claim, and prepared documents needed to secure the services of an expert.
- Served as the District's primary Ethics Counselor: On short notice, I took responsibility for managing the office's ethics program for a six-month period and developed an expertise in government ethics law. In this role, I provided written ethics guidance to District employees on numerous matters, prepared the District's annual ethics training and worked to ensure timely completion of the same by District employees, ensured that all 2019 OGE 450 reports were reviewed and certified, prepared and orally presented new employee ethics training, assisted the District in completing its reporting obligations, and counseled departing employees on their post-government employment ethics obligations.
- I completed training through the Harvard Law School's Program on Negotiation. I also completed litigation and ethics courses through the Army's Judge Advocate General School.

Attorney & Owner, April 2016 – December 2018

Pearce Law, P.A., Ponte Vedra, Florida

- Advised decision makers: I served as Town Attorney for the Town of Hilliard, Florida. In this capacity, I provided prompt, practical legal advice to the Town Council and Town Clerk on a variety of issues, including land use permits, personnel issues, and procedural matters. My work included the preparation of ordinances and resolutions and the staffing of council and planning meetings.
- Trial and appellate advocacy: I prepared pleadings, motions, discovery, and/or responses to discovery at the trial court level in real estate, construction, tort, and contract matters. I also successfully prepared appellate briefs and engaged in appellate oral argument in an administrative matter. Further, I worked extensively with opposing counsel to, when possible, efficiently resolve disputes arising during the course of litigation.
- Represented clients in settlement negotiations, including through mediation: I represented clients in negotiating favorable settlements. Five of these settlements were reached either through mediation or following mediation.
- Reviewed and prepared contracts: I drafted, reviewed, and/or analyzed contracts, including leases, covenants, settlement agreements, insurance agreements, and employment agreements.

Contract Attorney, September 2015 – April 2016

Anastasia Law, P.L., St. Augustine, Florida

- Litigated at the trial court level: I served as trial counsel in successfully defending a petition for injunctive relief. Further, I drafted pleadings, legal memoranda, discovery, and responses to discovery in defending or advancing the rights of the firm's clients.

Assistant General Counsel, January 2015 - June 2015

City of Jacksonville, Office of General Counsel, Jacksonville, Florida

- Advised decision makers: I provided legal support to city commissions, including staffing of meetings, preparation of orders, and counsel on procedural and permitting matters.
- Researched and analyzed legal issues: I researched and analyzed a variety of land use issues, including the rights of private parties to sign permits under the City's complex billboard regulations.
- Reviewed land use applications and drafted ordinances: I prepared numerous draft land use ordinances. In doing so, I worked with members of the public to ensure that their applications were complete and accurate.

Associate, April 2013 - December 2014

Gilligan, Gooding & Franjola, P.A., Ocala, Florida

- Reviewed complex development agreements and prepared municipal ordinances: I reviewed two complex development agreements and prepared municipal ordinances.
- Trial and appellate advocacy: I drafted appellate briefs, pleadings, motions, and responses to motions in litigating tort, contract, land use, and employment disputes.
- Provision of general counsel: I provided prompt and practical legal advice on local government law, employment, and contractual issues.

Post-Graduate Fellow, July 2012 - March 2013

Hopping, Green & Sams, P.A., Tallahassee, Florida

- Researched and analyzed regulatory issues: I researched and analyzed provisions of the Clean Water Act, NEPA, land use plans and regulations, real estate law, and public records law.
- Defended an administrative matter: I drafted the initial pleading and motions in defending a firm client against an administrative action.
- Provision of general counsel: I performed due diligence research related to the sale of groups of properties.

Commercial and Tort Litigation Associate, November 2008 - April 2011

Ogden & Sullivan, P.A., Tampa, Florida

- Trial and appellate advocacy: I drafted successful complex motions, appellate briefs, and pleadings in litigating numerous tort and insurance contract disputes. I also successfully argued motions in the trial courts, including motions to compel and motions to dismiss. Additionally, I communicated with clients and, based on those communications, prepared discovery and responses to discovery. Further, I worked extensively with opposing counsel to, when possible, efficiently resolve issues arising during the course of litigation.
- Analyzed contracts: In litigating matters, I reviewed and analyzed financial contracts, insurance contracts, and settlement agreements to determine the rights of the parties involved.

Judicial Law Clerk for the Honorable Jacqueline R. Griffin, August 2006 - September 2008

Fifth District Court of Appeal, Daytona Beach, Florida

- Handled numerous appeals: I researched and evaluated the merits of at least 50 matters on appeal, including tort matters. For each appeal, I drafted a memorandum to a panel of judges which provided my recommendation as to the disposition of that appeal.

ADMISSIONS

Florida, 2006

U.S. District Court, Middle District of Florida, 2009

U.S. District Court, Southern District of Florida, 2021

AFFILIATIONS

Philoptochos Society, St. Elizabeth's Greek Orthodox Church, Board Member, 2013-2020

South Asian Bar Association of Florida, Director, 2010 - 2019

St. Johns County Bar Association, Member, 2016 & 2018

The Tampa Bay American Inn of Court, Associate, 2009 - 2011



RICHARD L. BROOKS II

Attorney & Educator

PROFILE

Hailing originally from Mars, PA (home of the "Fighting Planets"), Richard spent time in Nashville, TN prior to eventually landing in St. Augustine, FL where he now resides. Having been a guitar player since age 12 and a singer for as long as he can remember, Richard has an appreciation for those with artistic talents.

Leveraging his real-world business experience, since opening his own law firm in 2015, Richard has had the opportunity to represent visual & musical artists, as well as models and entrepreneurs of all types, assisting them in the effective management and protection of their intellectual property. In addition, he has presented a number of seminars to community art organization within St. Johns county, FL.

CONTACT

PHONE:
904-990-7777 (extension 201)

WEBSITE:
www.staugustinelawgroup.com

EMAIL:
rich@staugustinelawgroup.com

HOBBIES

Guitar
Antique & Vintage Automobiles
Golf
Dad/Husband

EDUCATION & LICENSURE

Flagler College – 2009

Bachelor of Arts

Major: Business Administration

Minor: Philosophy

Florida Coastal School of Law – 2012

Juris Doctorate

Elective Emphasis on Business Law

Florida Bar – 2014

Currently licensed to practice law within the state of Florida.

WORK EXPERIENCE

Jacksonville University | Adjunct Professor of Music & IP

January 2020 – Present

Providing education related to the intersection of intellectual property and the music/greater artistic community.

St. Augustine Law Group, PA | Founder & Managing Partner

February 2015 – Present

Representing, advising and educating clients of all types pertaining to matters of business, intellectual property, and estate planning.

Jasper-EcoTech, LLC | Co-Founder & VP of Operations

September 2011 – July 2014

Direct Management of a global supply chain & customer service team, as well as proving support for continuous product development for LED Lighting products.

COMMUNITY INVOLVEMENT

RSVP of St. Johns County, Inc. | President & Board Member

September 2015 – September 2019, January 2021 - Present

501(c)3 supporting education in St. Johns County, Florida.

St. Johns Cultural Council | Guest Lecturer on IP and the Arts

2018 – Present

Bi-Annual free lectures to the art community pertaining to the creation and protection of Intellectual Property.

**CONTRACT FOR LEGAL SERVICES TO THE ANASTASIA
MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY**

THIS AGREEMENT is made and entered into this ____ day of _____ 2023 by and between the ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY, a special taxing district, whose address is 120 EOC Drive, St. Augustine, FL 32092 ("District"), and ST. AUGUSTINE LAW GROUP, P.A., a law firm that employs attorneys licensed to practice law in the State of Florida, whose address is 2740 US Highway 1 S, St Augustine, FL 32086-6336 ("Law Firm").

In consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. **ENGAGEMENT OF FIRM:** The District agrees to retain Law Firm to provide legal services for the three year period beginning January 1, 2024 ("Contract Term"). Except when precluded by law or rule from doing so, Law Firm will render to District the legal services described in the "scope of work" in the Request for Proposal attached as **Exhibit A** to this Agreement during the Contract Term.

2. **MANAGEMENT OF SERVICES:** Under this Agreement, Reba Abraham Pearce, Esq. will serve as the principal attorney for the District and Richard Lee Brooks, II will serve as the secondary attorney for the District. If the District approves, Law Firm may re-assign the role of the District's principal attorney to another qualified attorney within the Law Firm. Additionally, Law Firm may, under the supervision of Ms. Pearce or Mr. Brooks, use its other attorneys to fulfill its obligations to the District under this Agreement.

3. PAYMENT OF COMPENSATION: District agrees to pay Law Firm for its services as provided for below:

a. Law Firm will charge the District on an hourly basis for time spent rendering legal services to the District. Law Firm will submit detailed invoices to the District for its time on a monthly basis.

b. The District will promptly pay Law Firm's payment invoices.

c. At the inception of this Agreement, the District will indicate whether it will pay Law Firm a non-refundable \$2,500 monthly retainer for the Contract Term.

d. If the District agrees to pay Law Firm a non-refundable \$2,500 monthly retainer, Law Firm will bill the District for attorney time against the retainer at the rate of \$225/hour. After the retainer is exhausted, the firm will continue to charge the District for additional attorney time at the same \$225/hour rate.

e. If the District chooses to not pay any monthly retainer, the firm will charge the District for attorney time at the rate of \$300/hour.

f. The above rate structure will apply to both the firm's general counsel and litigation services. It will not increase for the Contract Term, without the District's approval.

g. Additionally, the District will compensate the Law Firm for paralegal support services at the rate of \$75/hour for paralegal support services.

h. District shall either pay directly or reimburse Law Firm reasonable costs that Law Firm incurs on behalf of the District in furtherance of the representation, including, but not limited to, filing fees, transcription expenses, expenses of third-party experts, and other litigation costs.

i. The firm will not charge for travel to the District's offices. However, it will charge 50% of Attorney time if required to travel to other locations.

4. RENEWAL OF CONTRACT: At the end of the Contract Term, the District may cancel or renew this Agreement for additional one year terms. If the District decides not to renew this Agreement at the end of the Contract Term, the District may temporarily extend this Agreement for an interim period of two (2) months. If the District agrees to renew this Agreement, Law Firm may request that the District approve updated hourly rates for its services as a condition of continuing the Agreement.

5. TERMINATION OF AGREEMENT: This Agreement may be terminated by either Law Firm or the District at any time, upon ninety (90) days advance written notice to the other party. As long as the Law Firm is not in breach of this Agreement, the District will pay the Law Firm for all legal services rendered up to the date this Agreement is terminated.

6. INTERPRETATION: Should any provision of this Agreement be declared or be determined by any court to be illegal or invalid, the validity of the remaining parts, terms or provisions shall not be affected thereby and said illegal or invalid part, term or provision shall be deemed not to be a part of this Agreement.

7. ENTIRE AGREEMENT: This Agreement represents the entire agreement between the parties respecting the subject matter hereof and may be modified only by writings signed by all parties to the contract.

(SIGNATURES ON FOLLOWING PAGE)

IN WITNESS WHEREOF, the parties hereto have subscribed their names and/or affixed their seals the day and year first above written.

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

ST. AUGUSTINE LAW GROUP, P.A.

By:
ITS:

Reba Abraham Pearce, Esq.

CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (*printed name*) Reba Abraham Pearce am the
(*title*) Partner and the duly authorized representative of the firm of
(*firm name*) St. Augustine Law Group, P.A. whose address is
2740 US Highway 1 South, St. Augustine, FL 32086, and that I
possess the legal authority to make this affidavit on behalf of myself and the firm for
which I am acting; and,
2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of
interest, real or apparent, due to ownership, other clients, contracts, or interests associated
with this project; and,
3. Neither the business nor any authorized representative or significant stakeholder of the
business has been determined by judicial or administrative board action to be in
noncompliance with or in violation of any provision of the Anastasia Mosquito Control
District nor has any outstanding past due debt to the Anastasia Mosquito Control District;
and
4. This proposal is made without prior understanding, agreement, or connection with any
corporation, firm, or person submitting a proposal for the same services, and is in all
respects fair and without collusion or fraud.

Signature: _____

Printed Name: Reba Abraham Pearce

Firm Name: St. Augustine Law Group, P.A.

Date: August 25, 2023

Sworn to and subscribed before me this 25th day of August 2023.

Personally known ✓

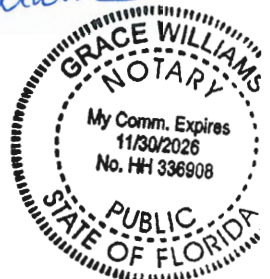
OR Produced identification _____ Notary Public-State of Florida

My Commission expires 11/30/2026

(Type of Identification) _____

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

Grace Williams



DOUGLAS

LAW FIRM

**REQUEST FOR PROPOSAL FY22/23-6,
DOUGLAS LAW FIRM, for the REQUEST
FOR PROPOSAL: SOLICITING PROPOSALS
TO HIRE A QUALIFIED ATTORNEY AND/OR
FIRM TO PROVIDE LEGAL SERVICES**

Submitted on August 25, 2023

**Submitted to:
Richard Weaver**

**Anastasia Mosquito Control District
Saint Augustine, Florida**

**REQUEST FOR PROPOSAL FOR GENERAL COUNSEL FOR
ANASTASIA MOSQUITO CONTROL DISTRICT
OF SAINT JOHNS COUNTY, FLORIDA**

**RESPONDENTS: DOUGLAS LAW FIRM - CHARLES T. DOUGLAS, JR., ESQ.
JEREMIAH R. BLOCKER, and J.P. STEINMETZ, ESQ.**

100 Southpark Blvd. Suite 414, St. Augustine, Florida 32086

Office: (800) 705-5457

john@dhclawyers.com



HAND DELIVERED TO:

**Richard Weaver
Anastasia Mosquito Control District of Saint Johns County
Saint Augustine, Florida**

rweaver@amcdfi.org

TABLE OF CONTENTS

Business Organization.....	4
Attorney/Firm Experience/ Capability.....	6
Names and Resumes of Attorneys submitting.....	7
Assigned Attorney and Assigned Alternates.....	7
Capabilities.....	7
Proposed Fee Structure	9
Statement of Local Firm	10
Insurance.....	10
Miscellaneous.....	10
Proposed Contract for Legal Services	11
Conflict of Interest Statement	14

**APPLICATION FOR GENERAL COUNSEL FOR
ANASTASIA MOSQUITO CONTROL DISTRICT
OF SAINT JOHNS COUNTY, FLORIDA**

Names: Charles T. Douglas, Jr., Esq.; Jeremiah R. Blocker, Esq.; J.P. Steinmetz, Esq.
Phone: (800) 705-5457
Firm: Douglas Law Firm
Address: 117 N. 2nd Street
City: Palatka **State:** Florida **ZIP:** 32177
Emails: charlie@dhclawyers.com; jeremiah@dhclawyers.com; john@dhclawyers.com

I. License to Practice in Florida:

Applicants affirm that each is eligible and licensed to practice law in the State of Florida.
Applicants further affirm that each is a member in good standing of the Florida Bar.

II. Business Organization:

A. Name of Law Firm.

Charles T. Douglas Jr., P.A. d/b/a "Douglas Law Firm"

B. Date Firm Established.

2013

C. Members of the Firm

Attorneys:

Charles T. Douglas, Jr., Managing Partner
Jeremiah R. Blocker, Partner
W. Jason Odom, Partner
Christopher LoBianco, Partner
Jacob McCrea, Partner
Rory Diamond, Of Counsel
R. Kevin Sharbaugh, Associate Attorney
John Preston Steinmetz, Associate Attorney
Carol Simpson, Associate Attorney
Morgan Peacock, Associate Attorney
Clifford Baker, Associate Attorney
Cindy Marvin, Of Counsel

Emily Williams, Associate Attorney

Paralegals and Legal Assistants :

Ashley Darby
Amanda Hutchinson
Angelica Bridges
Genesis La-Boissiere
Samantha Simmons
Tammy Vining
Emily Guthrie
Kristen Gresham
Eileen Hernandez
Harley Wright
Jenea Horcher
Julia Reed
Lyndsey McAllaster

Administrative Staff

Cindy Curtis, Practice Manager
Elaine Middleton, Business Development Coordinator
Kya Kriser, Receptionist
Hannah Keene, Receptionist
Candi Force, Personal Injury Medical Records Specialist

D. Location of all offices and dates established.

Palatka Office - Established 2013
117 N. 2nd Street
Palatka, Florida 32177

St. Augustine Office – Established 2015
100 Southpark Blvd., Suite 414
Saint Augustine, Florida 32086

Jacksonville Office – Established 2016
6100 Greenland Road, Unit 603
Jacksonville, Florida 32258

Nocatee Office – Established 2021
309 Kingsley Lake Drive, Suite 903
Saint Augustine, Florida 32092

Ocala Office – Established 2023
110 North Magnolia Avenue
Ocala, FL 34475

III. Attorney/Firm Experience/ Capability:

Douglas Law Firm (hereinafter referred to as "Firm") has extensive experience in representing similar organizations to the Anastasia Mosquito Control District (hereinafter referred to as "District"), including local governmental entities in general and school districts specifically, as well as the legal services specified below.

The Firm currently performs the following functions for the City of Saint Augustine Beach and St. Johns County Airport Authority; and provides substantially similar functions for the Putnam County School Board and Clay County School Board.

- i. Attend all regularly scheduled board meetings, including special meetings, not to exceed three (3) per month.
- ii. Attend other advisory board meetings and workshops as needed.
- iii. Available immediately by telephone or email to answer legal questions.
- iv. Prepare drafts or revisions to documents and correspondence on behalf of the entity as their official legal representative when requested on matters involving routine board business.
- v. Litigation representation for civil disputes, with permission to obtain outside counsel at an additional cost for special legal matters (i.e. school bond counsel or personal injury defense) if deemed necessary by agreement of the entity and the Firm.
- vi. When requested by the Board, conduct investigations that may require interviewing witnesses, taking testimony, review of reports and legal research.
- vii. Review of contracts, including but not limited to employment, real estate, and construction contracts.
- viii. Inform the entity of any pertinent changes in state or federal law.
- ix. Research of legal issues.
- x. Review Requests for Proposals and other related items.
- xi. Address and advise on Sunshine Law, public records requests, and other governmental or municipal issues.

A. Names and resumes of attorneys who will be assigned to this representation. As to each attorney, include the following:

- a. Whether a member in good standing of the Florida Bar, and if so, the date of admission:**
- b. If a member in good standing of other bars, identify state and date of admissions; and**
- c. The experience and qualifications relative to the areas of service required by the Authority, as specified hereinabove.**

CHARLES “CHARLIE” T. DOUGLAS, JR., ESQ. (ADMINISTRATIVE, GOVERNMENT, EDUCATION, TORTS & LIABILITY, ESTATE PLANNING, BUSINESS LAW – *PRESIDENT*)

Member in good standing with the Florida Bar - Admitted 2006.

Charlie founded the Douglas Law Firm in 2013, and it proudly serves multiple governmental entities including the City of St. Augustine Beach, and since 2014, the Putnam County School Board. In both roles, the Firm oversees governmental legal issues and has extensive experience related to Sunshine Laws, Public Records Requests, Labor & Employment, Contracts and Legal Drafting, Collective Bargaining, Real Estate including eminent domain, purchasing, and drafting of policies and procedures. The Firm also handles planning and zoning matters, constitutional law, and election law.

Charlie graduated Valedictorian of Palatka High School in 2000. In 2003, Charlie graduated, summa cum laude, with a degree in Business Administration from the University of Florida. Charlie then attended the University of Florida Levin College of Law, where he served as Editor-in-Chief of the Florida Law Review and graduated second in his class of 211 students. Prior to founding the Douglas Law Firm, Charlie practiced civil litigation with Harrell & Harrell, P.A. from 2006 until 2013.

JEREMIAH R. BLOCKER, ESQ. (CRIMINAL, CIVIL LITIGATION, REAL ESTATE AND GOVERNMENT LAW)

Member in good standing with the Florida Bar - Admitted

Jeremiah was born and raised in Ocala, Florida, and is a sixth-generation Floridian. Public service is important to his family with his father, uncle, and all four brothers having served as combat veterans in the Armed Forces.

He is a graduate of the University of Florida, where he obtained a degree in History. While attending college, he participated in the Army ROTC program, commissioning as a Second Lieutenant upon graduation.

As a veteran, Jeremiah served as an Army officer for over 13 years, both on active duty and in the reserves. A veteran of Operation Iraqi Freedom, Jeremiah commanded a Military Police company. In addition to his Army service, Jeremiah served as a Judge Advocate General officer in the Air Force Reserve in the position of Staff Judge Advocate for Homestead Air Reserve Base, Florida. He continues his military service in the Florida Army National Guard as a Judge Advocate General officer with the rank of Major.

As a decorated combat veteran, some major awards Jeremiah has received include: Bronze Star Medal, Meritorious Service Medal, Army Commendation Medal with two oak leaf devices, Air Force Commendation Medal, Army Achievement Medal, Air Force Achievement Medal, National Defense Service Medal, Global War on Terrorism Medal, Armed Forces Service Medal, Iraqi Campaign Medal, and the Combat Action Badge.

Jeremiah attended law school in Jacksonville, Florida, and graduated from the Florida Coastal School of Law. After passing the Florida Bar, Jeremiah continued his legal studies at the University of Miami School of Law in Coral Gables, earning a Master of Law in Real Property Development.

In addition to a law degree, Jeremiah has a graduate degree in Business Entrepreneurship from the University of Florida and a graduate degree in Military History from Norwich University in Vermont.

Before transitioning into private practice, Jeremiah served as a state prosecutor in Jacksonville, Florida, and later in the Seventh Judicial Circuit. Today, as a partner in Douglas Law Firm, Jeremiah concentrates on assisting small businesses and veterans.

JOHN PRESTON ("J.P.") STEINMETZ, ESQ. (REAL ESTATE, CRIMINAL, CIVIL, AND GOVERNMENT LAW)

Member in good standing with the Florida Bar - Admitted 2021.

John "J.P." Steinmetz was born and raised in Green Cove Springs, Florida. After graduating from high school, J.P. studied at Florida State University. While there, J.P. earned a Bachelor of Science degree in interdisciplinary social sciences with a focus on both land use and zoning and emergency management, becoming a FEMA certified Emergency Manager through his studies. J.P. worked in the state legislature during his tenure at FSU, gaining knowledge in government processes and political advocacy.

During law school at the Stetson University College of Law, J.P. served as treasurer of the Student Bar Association and volunteered for both the Voluntary Income Tax Assistance (VITA) program, where he assisted those in need in preparing their taxes to maximize their returns, and for the Veterans Advocacy Clinic, where J.P. advocated for veterans who were injured during or as a result of serving our country but had been denied eligibility for VA disability benefits.

After law school, J.P. worked at the State Attorney's Office for the 4th Judicial Circuit and gained trial and court experience.

J.P. currently handles a variety of matters at Douglas Law Firm, including, but not limited to: real estate transactions and litigation; transactional law, civil litigation, criminal defense, education law, and local government law.

J.P. sits on the Board and currently serves as president of the J.P. Hall Children's Charities, which is based in Clay County. J.P. Hall Charities provides scholarships to Clay County students to go to college and distributes Christmas toys to Clay County children who may not otherwise receive anything. In his spare time, J.P. enjoys spending time with his family, going to the beach, and fishing.

B. Attorney to serve as General Counsel at District meetings.

John P. Steinmetz, Esq.

C. Attorney to serve as Deputy General Counsel in the event the General Counsel is unavailable.

Charles T. Douglas, Esq. with Jeremiah Blocker, Esq. filling in as necessary where a scheduling conflict exists.

D. Capability:

Our firm provides services for businesses, and individuals, and we are focused on continuing a tradition of service to those tackling the ever-growing complexities of local government. Our commitment is to practice law with integrity and provide insights and solutions to local leaders. We handle a variety of cases, including estate planning, probate, business law, real estate, personal injury, wrongful death, and family law.

IV. References:

Available upon Request.

V. Fee Structure and Payment:

Base Services: \$2,000.00 per month for the first 6 months, \$2,500.00 per month for the second 6 months, and \$3,000.00 per month thereafter.

Additional Services for Real Estate and Litigation Matters: Hourly Rate for Attorneys of \$300.00 per hour and Hourly Rate for Paralegals of \$150.00 per hour.

VI. Local Firm:

Douglas Law Firm is based out of Putnam County in Palatka, Florida. The Firm has two St. Johns County locations.

VII. Insurance Requirements:

Professional errors and omissions - AttPro RRG Reciprocal Risk Retention Group -

PER CLAIM: \$1,000,000

AGGREGATE: \$2,000,000

General Liability Insurance - Commercial GL \$1,000,000

General Aggregate - \$2,000,000

Workers Compensation - Markel Insurance Company \$500,000

VIII. Miscellaneous:

A. A description of billing practices, including but not limited to whether travel time is billed by the Firm, and what rates any travel time is billed.

The Firm would accept a flat fee per month for base services to cover all issues and services, except for real estate and litigation matters. Real estate and litigation matters would be billed on an hourly basis. Travel time is not billed by the firm unless the destination is greater than fifty (50) miles, and then the travel time would be billed at the regular hourly fee and the travel costs reimbursed at the then-current IRS reimbursement rate.

E. Any additional information the Firm feels is important for consideration.

Our Firm's Law team will always be available for phone calls, email correspondence, and texts from the District's leadership team during business hours and as otherwise needed.

We are available to answer any additional questions that the District or Board members may have.

PROPOSED CONTRACT FOR LEGAL SERVICES

THIS AGREEMENT by and between the BOARD OF COMMISSIONERS OF ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY, hereinafter referred to as "Board", and DOUGLAS LAW FIRM, hereinafter referred to as "Attorney", states as follows:

1. Attorney shall serve as attorney for the Board and shall receive as retainer compensation the sum of Two Thousand and no/100 Dollars (\$2,000.00) per month for the first Six months of the Contract. The following Six months the Attorney shall receive as retainer compensation the sum of Two Thousand Five Hundred and no/100 Dollars (\$2,500.00) per month. After One year, the Attorney shall receive as retainer compensation the sum of Three Thousand and no/100 Dollars (\$3,000.00) per month. Specific services included in the retainer, and which are to be rendered thereunder are as follows:

- a. Attendance at all regular and special Board Meetings, including workshops and shade meetings.
- b. Attendance at all disciplinary hearings.
- c. Telephone and office conferences with anyone relating to Board business, general research, document drafting, and preparing correspondence on behalf of the Board as their official legal representative when requested on matters involving routine Board business.
- d. Inform the Board regarding any pertinent changes in state or federal law.
- e. Attorney will be available at the law firm's office, the Administration Building, or other offices in order to facilitate consultation with the Board Members and administrative staff.
- f. When requested by the Board, conduct investigations that may require interviewing witnesses, taking testimony, review of reports and legal research.
- g. This Agreement expressly excludes litigation, outside representation of the Board in zoning, planning and concurrency matters and before other Boards, Commissions and

organizations, and complex real estate matters including Bond matters. If the Board desires to retain Attorney to represent the Board in a litigation matter, or complex real estate matters, a separate contract for legal services will be executed by the parties.

h. Primary Responsible Attorney for Board Members is John Steinmetz and supported by Attorney Jeremiah Blocker.

2. As additional compensation in consideration of the services to be provided by Attorney, the Board shall provide the following:

a. Reimbursement for all out-of-county travel and per diem expenses as permitted by law in the matter allowable to and for Board Members.

b. Reimbursement for photocopies, postage, LexisNexis computer research expenses and/or other online and database research expenses at a rate of \$200.00 per month, and other out-of-pocket expenses.

d. This Agreement and all transactions contemplated hereunder are governed by, and construed and enforced by, the laws of the State of Florida. Venue for any litigation related to this Agreement will be in St. Johns County, Florida.

e. This agreement shall be effective January 1, 2024, and shall remain in effect for a term of three (3) year from said date and shall automatically be renewed for subsequent one (1) year terms (the Attorney shall receive as retainer compensation the sum of Three Thousand and no/100 Dollars (\$3,000.00) per month per subsequent year) on the anniversary date unless modified or terminated by agreement of the parties.

Notwithstanding the above, this agreement may be canceled and terminated by either party upon the providing of thirty (30) days' notice, in writing, of such intent.

DONE AND EXECUTED this ____ day of _____, 2023.

ATTORNEY: Douglas Law Firm

ANASTASIA MOSQUITO CONTROL
DISTRICT OF ST. JOHNS COUNTY

John Steinmetz, for the Law Firm

CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (*printed name*) John P. Steinmetz am the (*title*) authorized signatory and the duly authorized representative of the firm of (*firm name*) CHARLES T. DOUGLAS, JR., P.A. d/b/a Douglas Law Firm whose address is 117 N. 2nd Street
Palatka, FL 32177, and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting; and,
2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,
3. Neither the business nor any authorized representative or significant stakeholder of the business has been determined by judicial or administrative board action to be in noncompliance with or in violation of any provision of the Anastasia Mosquito Control District nor has any outstanding past due debt to the Anastasia Mosquito Control District: and
4. This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

Signature: _____

Printed Name: John Preston Steinmetz

Firm Name: CHARLES T. DOUGLAS, JR., P.A. d/b/a Douglas Law Firm

Date: 08/24/2023

Sworn to and subscribed before me this 24th day of August 2023.

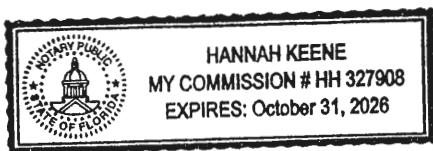
Personally known x

OR Produced identification _____ Notary Public-State of Florida

My Commission expires 10/31/2026

(Type of Identification) Personally known

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



Reports

Director report (August 2023)

Program Management: Customer & professional service and service request process: AMCD answered 550 service requests. Dr. Qualls (JME & Insects) & Dr. Xue (Physiological Ent & Insects) reviewed 4 manuscripts for different journals. Dr. Xue attended AMCA monthly Board zoom meetings. Dr. Peper served the Wing Beats as Director of Adv for soliciting adv. AMCD hosted a couple of industry visiting and facility usages (Clarke). Four staff attended EOC partner update meeting before and during hurricane. AMCD Chief Pilot flew with County EOC and fire rescue to check any damage after hurricane on Aug 31.

Surveillance: St. Johns county is still under mosquito-borne illness advisory due to one EEE case. Two EEE horses and 4 EEE chickens have been confirmed. WNV positive sentinel chickens (14) were reported. BG sentinel traps with BG lures and dry ice for surveillance of mosquitoes and arbovirus are continued. The 183 *Aedes aegypti*, 1,270 *Ae. taeniorhynchus* and 487 *Culex* adult mosquitoes were caught by BG traps baited with dry ice. The 2,434 adult mosquitoes were caught by CDC light traps baited with octenol.

Ground and aerial operation: Positive larval dips (471) were founded from many sites and MC Technicians treated larvae for 169 times for 1,019 acres when they found. District did 62 times ground ULV to have treated 32,948 acres. Also, District did 21 times barrier spraying for 16 acres, and hand adulticided for 130 times. Aerial larviciding has conducted for 1 time to treat 704 acres and aerial adulticiding for 7 times to treat 41,608 acres.

Applied research: A DACS collaboration grant with UF about honey bee impact has been located testing sites in St. Johns County. Assisted the Clarke MC to use AMCD outdoor pools for larvicide testing. A repellent field testing for Thermacell and a flower attraction project with University of Washington have been planned and coordinated in St. Augustine. Ph.D. student's DACS grant's final report was submitted. All other research projects have been continued. Two papers (one in Wing Beats and one as coauthor in Pesticide Biochemistry and Physiology) from AMCD have been published.

Education: Ph.D. student starts his writing qualify exam. AMCD hosted and provided 1 event and tour for more than 30 students and visitors in August. Senator Rubio's office staff and congressman and his staff visited AMCD facility, especially disease vector education center and SIT building. Five intern students ended their summer training and back to school. Two new interns received orientation and training. Face book, twitter, and website have been updated at weekly and for the spraying zones at daily.

Business Management & Administration: Serve to the Board of Commissioners: Staff prepared for August 17's Board meeting, Board meeting minutes, proposed and final agenda, and assisted Board member for the attorney selection.

Budget and Auditor: The Balmoral Company audited AMCD and sent back revised draft report on August 21. The current Auditor contract has been renewed.

Insurance: The agent of record for health, life, dental insurances have been recommended to Board for discussion and approval after the RFPs. A vehicle accident about worker comp has been filed.

Contract: SIT building and education building interior project contract are still under progress. Two proposals for attorney and 2 proposals for fleet and worker comp received. Two trucks have been located at local car dealer. Sumitomo contract for payment for repellent test and DACS/CDC contract for awarding traps have been signed after District Attorney reviews.

HR & Policy: One UNF intern finished his intern training at AMCD on 28 August. A part time intern lab assistant from UNF has been hired and started from August. Three top applicators for Education Specialist were interviewed in August. A former intern student at AMCD for 5 months has been hired as the ES and she will start from October. A contract employee was verbal warning after a car accident.

Meeting:

Aug 1. Attended the Florida Entomological Society's annual meeting and award program.

Aug 2. 8:30am. Attended Education Specialist interview.

Aug 3. 10am. Attended the FMCA Zoom meeting about auditor report. PM. District hosted 20 student visitors at education center.

Aug 7. AM. Visited island sites about salt marsh mosquito outbreak. 4:30pm. Hosted UF Professor Dr. Ellis's visit and tour of DVEC. 6pm. Attended the Northeastern Honey Bee Association meeting at UF/Agricultural Center.

Aug 8. Met Mr. 10:30am. Met Chris Petersen about new formulation of adulticide and flowmeter. 2pm. Attended zooming meeting about Robot.

Aug 9. 7am. Attended 3 high school intern presentations. 8am. Attended education specialist interview. 10:30am. Zooming interview with ES applicator (former intern). 2pm. Attended DACS zooming meeting about rule proposal.

Aug 11. 11am. Met Mr. Scott Artman about pesticide supply.

Aug 14. AM. Field check on Island. 1pm. Met Commissioner Brandhorst about agenda.

Aug 15. 9am. Met aerial group about aerial larviciding.

Aug 16. 10am. Attended DEP workshop. 2pm. Met Commissioner Mrs. Gleason about proposed agenda. Visited several hot spots in P.V.

Aug 17. Attended intern presentation in am. Noon. Attended AMCA EC meeting. 5pm. Attended Board meeting.

Aug 18. Implement Board meeting decision and process necessary papers.

Aug 21. Reviews of manuscripts for Insects, and Physiological Entomology. 1pm. Met Clarke scientists and technician about their larvicide project running at AMCD facility.

Aug 22. 8am. Zooming meeting with Sumitomo about repellent evaluation. 9:30am. Met Regional Director Ms. Ashly Cook from Senator Marco Rubio office at UF/Agri Center about CDC fund and hosted her tour at 11am.

Aug 23. 9am. Attended WHO zooming meeting about malaria project.

Aug 24. Noon. Attended AMCA Board meeting. 1:30pm. Hosted Congressman Rutherford and his 2 staff visiting. Commissioner Mrs. Becker attended.

Aug 25. AM. Field hot spot checks.

Aug 27. 2pm. Attended EOC zooming meeting about hurricane.

Aug 28. 9am. Attended EOC partner update meeting. 11am. Met Commissioner Mrs. Brandhorst about her financial disclosure requested by Supervisory election office.

Aug 29. 9am. Attended EOC partner update meeting. Met DOH Director and County Deputy Administrator about collaboration and education item. 2pm. Held staff meeting about hurricane response.

Aug 30. 9am. Attended EOC zooming meeting about partner update.

Aug 31. Checked district properties and luckily we did not have any damages caused by the hurricane.

Treatment Summary

From Date : 08-01-2023

To Date : 08-31-2023

Zone : All

Material : All

Task : All

Printed on 2023-09-05 10:50:20 EST

Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	4521 ea	14.01 acre	322.68 ea / acre	31 times
Altosid XR	195 ea	0.45 acre	435.54 ea / acre	2 times
Altosid XRG	1005 lb	167.5 acre	6 lb / acre	11 times
Altosid XRG Air	5840 lb	584 acre	10 lb / acre	7 times
Aquabac XT	2701 fl oz	168.81 acre	16 fl oz / acre	27 times
Aqualure 20-20 1:5	3972.67 fl oz	15378.06 acre	0.26 fl oz / acre	26 times
B.t.i. Briquets	334 ea	0.77 acre	435.54 ea / acre	10 times
Cocobear	164 fl oz	0.43 acre	384.02 fl oz / acre	7 times
Dibrom Concentrate	24960 fl oz	41608.32 acre	0.6 fl oz / acre	7 times
Duet 50%	5888 fl oz	3750.31 acre	1.57 fl oz / acre	19 times
Mosquitomist Two	9121 fl oz	13819.6 acre	0.66 fl oz / acre	17 times
Sustain MBG	700 lb	93.33 acre	7.5 lb / acre	18 times
Sustain MBG Air	1200 lb	120 acre	10 lb / acre	1 times
Talstar P	5.33 gal	15.82 acre	0.34 gal / acre	21 times
VectoBac 12AS	9175 fl oz	573.44 acre	16 fl oz / acre	63 times

Task Time Summary

From Date : 08-01-2023

To Date : 08-31-2023

Zone : All

Employee Name : All

Printed on 2023-09-05 10:50:49 EST

Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	1199:32 hrs	190	6963:25 hrs
Aerial Adulticide	14:05 hrs	7	
Aerial Ground Crew	58:57 hrs	36	
Aerial Larvicide	14:40 hrs	8	
Aerial Maint	281:49 hrs	94	
Aerial Survey	10:00 hrs	7	
AM Briefing	25:21 hrs	77	
Assist	120:46 hrs	32	
Building & Grounds Work	365:23 hrs	184	
Chicken Program	161:35 hrs	58	
Computer Repair	170:30 hrs	17	
Daily Paperwork	168:40 hrs	233	
Field Experiment	165:45 hrs	41	
Fish Placement	01:37 hrs	2	
Fish Program	13:30 hrs	10	
Fog Mission Serv Req	16:14 hrs	105	
Ground Adulticide	210:10 hrs	64	
Ground Larvicide	359:31 hrs	169	
Ground Site Inspection	716:26 hrs	567	
Hand Adulticide	90:38 hrs	130	
Insectary	337:30 hrs	62	
Inventory	18:13 hrs	11	
Lab Experiment	145:30 hrs	33	
Mechanics Time	285:29 hrs	37	
Meeting	75:15 hrs	57	
Molecular Lab Work	402:30 hrs	45	
Mosquito Trap BG	27:00 hrs	5	
Mosquito Trap CDC CO2	08:00 hrs	2	
Mosquito Trap CDC Oc	102:56 hrs	152	
Mosquito Trap ID	36:45 hrs	13	
Mosquito Trap OV	50:30 hrs	9	
Mosquito Traps Misc	30:15 hrs	11	
Produce Papers & Programs	210:30 hrs	50	
Project Research	73:45 hrs	14	
Rain Gauges	05:07 hrs	28	
Resupplying Trucks	114:25 hrs	161	
Source Reduction (tires)	04:45 hrs	3	
Supervisory	75:16 hrs	11	
Training Classroom	09:45 hrs	7	
Training Field	21:30 hrs	4	
Vehicle Maintenance	34:20 hrs	31	
Administrative Leave	172:00 hrs	20	
Annual Leave	166:00 hrs	28	
Leave Without Pay	212:30 hrs	23	
Sick Leave	138:30 hrs	25	
Sick Personal Leave	40:00 hrs	5	

CDC Octenol					
8/1/2023					
To :					
8/31/2023					
Trap Type :					
CDC Octenol					
	2023 08				
Species Name	8	15	22	29	Species Total
Ae aegypti	0	0	0	0	0
Ae albopictus	1	0	0	0	1
Ae atlanticus	1020	455	115	179	1769
Ae canadensis	0	0	0	0	0
Ae eggs	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0
Ae infirmatus	3	26	39	5	73
Ae mitchellae	0	0	0	0	0
Ae signifera	0	0	0	0	0
Ae sollicitans	6	0	0	0	6
Ae taeniorhynchus	76	15	12	6	109
Ae triseriatus	0	0	0	0	0
Ae vexans	0	0	0	0	0
An atropos	0	0	0	0	0
An bradleyi	0	0	0	0	0
An crucians	84	102	86	34	306
An perplexens	0	0	2	0	2
An punctipennis	0	0	0	0	0
An quadrimaculatus	0	1	0	2	3
An walkeri	0	0	0	0	0
Cq perturbans	1	0	4	0	5
Cs inornata	0	0	0	0	0
Cs melanura	2	28	25	15	70
Cx coronator	0	0	0	0	0
Cx eraticus	16	9	31	112	168
Cx nigripalpus	83	25	33	51	192
Cx quinquefasciatus	0	2	1	0	3
Cx restuans	0	0	0	0	0
Cx salinarius	0	0	0	0	0
Cx territans	0	0	0	0	0
Ma dyari	0	0	1	1	2
Ma titillans	1	3	2	2	8
Or signifera	0	0	0	0	0
Ps ciliata	1	0	0	0	1
Ps columbiae	245	12	83	19	359
Ps cyanescens	0	0	0	0	0
Ps ferox	2	0	0	0	2
Ps howardii	0	0	0	0	0
Tx rutilus	0	0	0	0	0
Ur lowii	0	1	0	6	7
Ur sapphirina	0	0	2	0	2
Wy Mitchellii	0	0	0	0	0
Daily Total	1541	679	436	432	3088

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

BG					
8/1/2023					
To :					
8/31/2023					
Trap Type :					
BG					
	2023 08				
Species Name	8	15	22	29	Species Total
Ae aegypti	44	68	30	41	183
Ae albopictus	68	31	13	14	126
Ae atlanticus	146	7	0	0	153
Ae canadensis	0	0	0	0	0
Ae eggs	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0
Ae infirmatus	139	21	2	0	162
Ae mitchellae	0	0	0	0	0
Ae signifera	0	0	0	0	0
Ae sollicitans	37	0	0	0	37
Ae taeniorhynchus	459	722	78	11	1270
Ae triseriatus	0	1	0	0	1
Ae vexans	0	0	0	0	0
An atropos	0	0	0	0	0
An bradleyi	0	0	0	0	0
An crucians	0	0	3	0	3
An perplexens	0	0	0	0	0
An punctipennis	0	0	0	0	0
An quadrimaculatus	0	0	0	0	0
An walkeri	0	0	0	0	0
Cq perturbans	0	0	0	0	0
Cs inornata	0	0	0	0	0
Cs melanura	0	2	0	0	2
Cx coronator	0	0	0	0	0
Cx eraticus	3	3	0	4	10
Cx nigripalpus	62	367	28	30	487
Cx quinquefasciatus	0	3	28	13	44
Cx restuans	0	0	0	0	0
Cx salinarius	0	0	0	0	0
Cx territans	0	0	0	0	0
Ma dyari	0	2	0	0	2
Ma titillans	1	0	0	0	1
Or signifera	0	0	0	0	0
Ps ciliata	0	0	0	0	0
Ps columbiae	8	1	4	0	13
Ps cyanescens	0	0	0	0	0
Ps ferox	111	6	1	0	118
Ps howardii	0	0	0	0	0
Tx rutilus	0	1	0	0	1
Ur lowii	1	0	0	0	1
Ur sapphirina	0	0	0	0	0
Wy Mitchellii	6	0	0	0	6
Daily Total	1085	1235	187	113	2620

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

Attachments

Anastasia Mosquito Control District
Consolidated Financial Statement-Local Fund July-YTD 2022-2023

	Jul 23	Oct '22 - Jul 23	Budget	\$ Over/(Under)
Income				
360 · Taxes	1,370	7,473,217	7,394,483	78,734
386 · Interest Earned	41,194	306,220	265,026	41,194
390 · Grants				
391.2 · Grant Money, Other	70,121	230,447	290,000	(59,553)
Total 390 · Grants	70,121	230,447	290,000	(59,553)
392 · Miscellaneous				
392.1 · Workshops	-	12,039		12,039
392.3 · Salvage	-	44	8,000	(7,956)
392.5 · Other	-			
392.6 · Dormatory Rent	206	5,713	12,400	(6,687)
392.5 · Other - Other	-	91,342	88,531	2,811
Total 392.5 · Other	206	97,055	100,931	(3,876)
Total 392 · Miscellaneous	206	109,137	108,931	206
Total Income	\$ 112,892	\$ 8,119,021	\$ 8,058,440	\$ 60,581
Expenditure				
405 · Personal Services	-	-		
410 · Executive Salaries	2,000	21,399	24,000	(2,601)
412 · Full-Time Employees	-	-		
414 · Salaries & Wages	122,863	1,263,280	1,750,926	(487,646)
415 · Full-Time Administrative Leave	-	26,525		26,525
416 · Overtime	1,951	19,621	10,000	9,621
418 · Sick Leave	3,134	57,775	98,487	(40,712)
420 · Annual Leave	11,979	90,427	125,347	(34,920)
421 · Holiday Pay	9,196	110,325	111,917	(1,592)
423 · Annual Leave/ Sick Leave Payout	-	-	25,000	(25,000)
424 · Reserves for Promotions/Other	-	-	20,000	(20,000)
425 · Internal Recognition	-	7	1,500	(1,493)
Total 412 · Full-Time Employees	149,123	1,567,959	2,143,177	(575,218)
426 · Seasonal Employees	-	-		
428 · Salaries & Wages	29,437	116,383	223,086	(106,703)
428.4 · Seasonal Annual Leave	106	424		424
429 · Seasonal Holiday Pay	-	-		-
429.1 · Seasonal Administrative L	-	2,295	-	
429 · Seasonal Holiday Pay - Othe	1,957	6,278	-	6,278
Total 429 · Seasonal Holiday Pay	1,957	8,573	-	8,573
430 · Overtime	590	3,982	-	3,982
Total 426 · Seasonal Employees	32,091	129,362	223,086	(93,724)
405 · Personal Services - Other	-	-	96,000	(96,000)
Total 405 · Personal Services	183,214	1,718,720	2,486,263	(767,543)
445 · Personal Service Benefits	-	-		
448 · FICA	13,632	126,264	184,103	(57,839)
450 · Retirement	24,539	235,177	256,072	(20,895)

Anastasia Mosquito Control District
Consolidated Financial Statement-Local Fund July-YTD 2022-2023

	Jul 23	Oct '22 - Jul 23	Budget	\$ Over/(Under)
452 · Life/Health/Dental	42,335	585,445	744,345	(158,900)
454 · Workers' Comp Ins	-	43,706	67,920	(24,214)
455 · Employee Education	3,154	6,418	30,000	(23,582)
456 · Unemployment Comp	-	-	10,000	(10,000)
445 · Personal Service Benefits - Other	-	-	10,385	(10,385)
Total 445 · Personal Service Benefits	83,660	997,011	1,302,825	(305,814)
461 · Operating Expenses	-	-		
462 · Property Appraiser	-	114,172	60,000	54,172
464 · Tax Collector	27	150,014	95,000	55,014
466 · Attorney	1,500	11,734	24,000	(12,266)
468 · Medical Exams	-	-		
468.1 · Pre-Employment Admin.	60	399		399
468 · Medical Exams - Other	-	880	1,300	(420)
Total 468 · Medical Exams	60	1,279	1,300	(21)
470 · Audit	-	13,300	9,000	4,300
474 · Other Contract Svs	-	-		
478 · Cleaning Service	1,050	11,140	15,000	(3,860)
482.1 · CopyFax (prev. Aztec)	173	2,833	2,000	833
488 · Data Hosting	-	-	5,400	(5,400)
489 · MACTEC Engineering	2,366	2,726		2,726
489.0 · Software Subscriptions	10	6,287	18,000	(11,713)
489.3 · Towing Services	-	-	1,000	(1,000)
489.4 · Pest Control	138	635	2,000	(1,365)
489.5 · Good Laboratory Practice (GLP)	-	-	12,000	(12,000)
489.6 · Adjunct Positions, 4 @ \$5,000	-	11,749	25,000	(13,251)
489.7 · District Program Review	-	-	12,000	(12,000)
490.5 · Database Maint./ Upgrades	-	-		
490.55 · Drone/ Mapping Software	-	-	10,000	(10,000)
490.5 · Database Maint./ Upgrades	-	12,000	20,000	(8,000)
Total 490.5 · Database Maint./ Upgrades	-	12,000	30,000	(18,000)
494 · Website Maintenance	-	-	6,000	(6,000)
556 · Uniform Service	619	15,297	20,000	(4,703)
560 · Bottled Water	-	96	1,700	(1,604)
562 · Waste Tires	-	163	5,000	(4,837)
474 · Other Contract Svs - Other	-	15,754	16,245	(491)
Total 474 · Other Contract Svs	4,356	78,681	171,345	(92,664)
564 · Aerial OPS	-	-	200,000	(200,000)
461 · Operating Expenses - Other	-	1,322	8,064	(6,742)
Total 461 · Operating Expenses	5,943	370,502	568,709	(198,207)
572 · Travel & Per Diem	-	-		
573 · SOVE Meetings	1,691	4,033	5,868	(1,835)
574 · AMCA - Meetings	-	18,234	19,715	(1,481)
575 · AMCD Events	-	1,271	2,000	(729)
576 · FMCA - Meetings	-	17,610	10,140	7,470

Anastasia Mosquito Control District
Consolidated Financial Statement-Local Fund July-YTD 2022-2023

	Jul 23	Oct '22 - Jul 23	Budget	\$ Over/(Under)
578 · Training, Other	-	1,419	8,000	(6,581)
579 · Travel Associated w/ Training	-	5,281	15,000	(9,719)
572 · Travel & Per Diem - Other	460	5,307	26,000	(20,693)
Total 572 · Travel & Per Diem	2,152	53,154	86,723	(33,569)
580 · Telephone/Commun	1,521	16,461	30,575	(14,114)
582 · Freight Service	285	2,588	5,500	(2,912)
584 · Utility Service	5,890	45,377	76,216	(30,839)
586 · Rentals\Leases	-	-	1,000	(1,000)
588 · Fleet/Prop/Liab Insurance	-	-	-	-
592 · Above Ground Tank Ins	-	997	1,000	(3)
593 · Aerial Insurance	-	44,619	72,000	(27,381)
588 · Fleet/Prop/Liab Insurance - Other	9,870	164,916	159,669	5,247
Total 588 · Fleet/Prop/Liab Insurance	9,870	210,532	232,669	(22,137)
605 · Repairs & Maintenance	-	-	-	-
606 · Outside Maintenance	-	-	-	-
608 · Buildings/Grounds	1,664	27,229	16,000	11,229
610 · Trucks	-	3,355	3,000	355
614 · Misc. Equipment	-	674	1,500	(826)
616 · Boats	-	221	250	(29)
618 · Heavy Equipment	-	484	250	234
620 · Office Equipment	-	-	1,000	(1,000)
622 · Computers	-	-	5,000	(5,000)
624 · Telephones	-	489	1,000	(511)
626 · Other	-	42	1,000	(958)
606 · Outside Maintenance - Other	-	213	-	-
Total 606 · Outside Maintenance	1,664	32,707	29,000	3,707
627 · Aerial Maintenance Costs	-	-	-	-
627.2 · Avionics Repair (radios)	-	-	5,000	(5,000)
627.3 · Aircraft Supplies/ Parts	227	2,723	5,000	(2,277)
627.4 · Aircraft Spray System Maint.	-	450	3,000	(2,550)
627.7 · Night Vision Goggles (semi-an)	-	416	-	416
627.8 · Misc. Aerial Tools & Equipmen	-	461	-	461
627 · Aerial Maintenance Costs - Other	6,971	38,470	99,150	(60,680)
Total 627 · Aerial Maintenance Costs	7,198	42,519	112,150	(69,631)
635 · Inside Maintenance	-	-	-	-
636 · Maintenance of Equipment- Othe	1,216	7,355	10,000	(2,645)
638 · Trucks	1,438	2,721	10,000	(7,279)
642 · Boats	-	324	500	(176)
644 · Heavy Equipment	-	60	5,000	(4,940)
646 · Misc. Equipment	256	562	-	562
648 · Batteries	-	418	3,000	(2,582)
650 · Tires	623	1,899	5,000	(3,101)
652 · Welding Supplies	516	1,721	1,000	721
654 · Cleaning Supplies	373	3,630	1,500	2,130

Anastasia Mosquito Control District
Consolidated Financial Statement-Local Fund July-YTD 2022-2023

	Jul 23	Oct '22 - Jul 23	Budget	\$ Over/(Under)
655 · Minor Structural Improv & Maint	635	635	10,000	(9,365)
657 · Materials for Const. & Maint.	-	911	6,000	(5,089)
658 · Inside Maintenance- Other	226	345	4,000	(3,655)
659 · Computers	-	834	3,000	(2,166)
635 · Inside Maintenance - Other	-	1,477		1,477
Total 635 · Inside Maintenance	5,283	22,893	59,000	(36,107)
605 · Repairs & Maintenance - Other	-	(11)		
Total 605 · Repairs & Maintenance	14,145	98,107	200,150	(102,043)
663 · Printing/ Reproduction	-	-		
664 · Printing	-	-	500	(500)
663 · Printing/ Reproduction - Other	-	164		
Total 663 · Printing/ Reproduction	-	164	500	(336)
667 · Public Promotional Expense	-	-		
668 · Avertising/ Education	-	-		
668.1b · Atlas Pen & Pencil	-	512		
668 · Avertising/ Education - Other	781	4,026	20,000	(15,974)
Total 668 · Avertising/ Education	781	4,538	20,000	(15,462)
667 · Public Promotional Expense - Other	314	656		656
Total 667 · Public Promotional Expense	1,095	5,194	20,000	(14,806)
673 · Other Current Charges	-	-		
66900 · Reconciliation Discrepancies	-	1		1
676 · Advertising, Other	-	-		-
676.1 · Legal Notices	-	56	2,000	(1,944)
676.2 · Public Notices	-	-	1,000	(1,000)
676.3 · Position Openings	-	100	1,000	(900)
676 · Advertising, Other - Other	-	60		60
Total 676 · Advertising, Other	-	216	4,000	(3,784)
677 · Bank Charges	62	3,397	1,500	1,897
678 · Registration/Tags	-	-	250	(250)
680 · State Community Service Fee	-	-	300	(300)
682 · Tank Registrations	(125)	125	275	(150)
673 · Other Current Charges - Other	222	222		222
Total 673 · Other Current Charges	159	3,960	6,325	(2,365)
693 · Office Supplies	-	-		
694 · Office Supplies & Expense	-	-		
694.1 · Software	458	1,832	3,000	(1,168)
694 · Office Supplies & Expense - Other	696	15,332	20,000	(4,668)
Total 694 · Office Supplies & Expense	1,154	17,163	23,000	(5,837)
695 · Commissioner Supplies	500	5,000	6,000	(1,000)
Total 693 · Office Supplies	1,654	22,163	29,000	(6,837)
696 · Protective Clothing	(59)	1,826	2,500	(674)
698 · Misc. Supplies	-	-		
698.2 · Phones	-	-	1,500	(1,500)
698.3 · Phones, Parts & Repairs	-	-	1,000	(1,000)

Anastasia Mosquito Control District
Consolidated Financial Statement-Local Fund July-YTD 2022-2023

	Jul 23	Oct '22 - Jul 23	Budget	\$ Over/(Under)
698.4 · Sunshine Fund	(33)	(277)	500	(777)
699 · Other Misc. Supplies	47	754	2,400	(1,646)
700 · Chicken/ Surveillance Supplies	1,228	7,980	8,000	(20)
702 · Entomology Supplies	-	-		
702.2 · Molecular Lab	1,721	34,002	56,540	(22,538)
702 · Entomology Supplies - Other	12,964	80,537	114,806	(34,269)
Total 702 · Entomology Supplies	14,685	114,539	171,346	(56,806)
704 · Safety Equip/Supplies/Checks	-	-		
704.1 · Safety Inspect (Fire, Alarm, Em	625	6,534		6,534
704.2 · FDEP Annual Fuel System Che	513	513	1,025	(513)
704.3 · FDEP Annual Generator Tank C	1,798	1,798	1,175	623
704.4 · FDEP Fuel Syst. Repairs	-	-	4,100	(4,100)
704 · Safety Equip/Supplies/Checks - (495	11,630	18,500	(6,870)
Total 704 · Safety Equip/Supplies/Checks	3,430	20,475	24,800	(4,325)
698 · Misc. Supplies - Other	-	1,202	4,128	(2,926)
Total 698 · Misc. Supplies	19,358	144,674	213,674	(69,000)
708 · Tools/Implements	-	-		
708.3 · Hand Tools (Foggers, etc.)	96	300		300
708 · Tools/Implements - Other	(260)	1,336	5,000	(3,664)
Total 708 · Tools/Implements	(164)	1,635	5,000	(3,365)
709 · Publications & Dues	-	-		
710 · Books/Pub/Sub/Mem	1,782	4,956	22,500	(17,544)
712 · FMCA Corp Dues	-	7,500	6,000	1,500
714 · FMCA Emp Dues	-	-	1,225	(1,225)
716 · AMCA Dues	-	8,455	1,560	6,895
717 · FICPA Dues	-	-	275	(275)
718 · AHMP/ACHMM Dues	-	-	100	(100)
719 · SOVE Dues	-	500	580	(80)
709 · Publications & Dues - Other	-	5,996	7,000	(1,004)
Total 709 · Publications & Dues	1,782	27,407	39,240	(11,833)
720 · Training	-	-		
720.1 · Specified Purpose -Training	-	149		
720 · Training - Other	801	38,145	64,291	(26,146)
Total 720 · Training	801	38,294	64,291	(25,997)
723 · Gas, Oil & Lube	-	-		
724 · Gasoline	9,134	42,622	108,000	(65,378)
726 · Hydraulic Oil	-	-	500	(500)
728 · Transmission Fluid	-	-	120	(120)
730 · Diesel Fuel	54	152	500	(348)
731 · Aerial Fuel (Jet A)	-	454	25,000	(24,546)
732 · Motor Oil	-	-	2,880	(2,880)
723 · Gas, Oil & Lube - Other	50	138		138
Total 723 · Gas, Oil & Lube	9,238	43,366	137,000	(93,634)
741 · Chemicals/Solvents	-	-		

Anastasia Mosquito Control District
Consolidated Financial Statement-Local Fund July-YTD 2022-2023

	Jul 23	Oct '22 - Jul 23	Budget	\$ Over/(Under)
744 · Adulticide Products	-	-		
758 · Aqualeur 20-20	-	-	62,500	(62,500)
744 · Adulticide Products - Other	-	103,633	106,080	(2,447)
Total 744 · Adulticide Products	-	103,633	168,580	(64,947)
745 · NALED	-	198,218	166,320	31,898
746 · BTI Granules	-	2,123	3,125	(1,002)
753 · Altosid WSP	-	-	30,000	(30,000)
754 · Altosid Xrg Granules	-	-		
754.1 · Altosid XR	-	-	3,500	(3,500)
754 · Altosid Xrg Granules - Other	(364)	155,956	230,000	(74,044)
Total 754 · Altosid Xrg Granules	(364)	155,956	233,500	(77,544)
755 · Oil (Coco Bear)	-	-	5,060	(5,060)
757 · Vectobac 12AS	-	-	36,500	(36,500)
759 · Natular DT	-	-	420	(420)
760 · Sustain MGB	-	-	96,000	(96,000)
741 · Chemicals/Solvents - Other	-	24,944		
Total 741 · Chemicals/Solvents	(364)	484,874	739,505	(254,631)
900 · Capital Outlay				
914.07 · Scanner/Card Reader/ Computers	-	11,258	14,512	(3,254)
924.07 · Laptop w/ docking capabil.	-	-	8,000	(8,000)
945 · LAND & FACILITY	-	-		
945.005 · SIT Building	-	-		
945.051 · SIT Bldg.- Pupae Sep. M	-	114,415	120,000	(5,585)
945.052 · SIT Bldg._Larval Feedin	-	8,365	45,000	(36,635)
945.053 · SIT Bldg.-Larval Rearing	-	189,000	80,000	109,000
945.110 · SIT Bldg., Plan Design(E	41,508	1,726,003	2,535,118	(809,115)
Total 945.005 · SIT Building	41,508	2,037,783	2,780,118	(742,335)
945.007 · Capital Replacements/ Upgra	-	23,911	30,000	(6,089)
945.010 · Construct. EDU Cntr (Bldg. 1	-	-		
945.016 · Construct EDU Exter. (B	-	840		840
945.010 · Construct. EDU Cntr (Bl	27,835	612,419		612,419
Total 945.010 · Construct. EDU Cntr (E	27,835	613,259		613,259
945.015 · Construct EDU Display(Bldg	331	119,025	200,000	(80,975)
945.800 · BUILDING 800				
945.10 · Pesticide & Larv. Making	-	5,761		
945.800 · BUILDING 800 - Other	-	1,759		
Total 945.800 · BUILDING 800	-	7,520		
947.09 · Facility SR16 (& change order	-	2,844		2,844
945 · LAND & FACILITY - Other	-	-	365,000	(365,000)
Total 945 · LAND & FACILITY	69,675	2,804,343	3,375,118	(570,775)
950 · Machinery and Equipment	-	-		
938 · I-Pads/ Computers	-	-		
938.1 · 3-D Printer	-	2,265	2,500	(235)
938.2 · 3-D Sonic Anemometer	-	-	4,000	(4,000)

Anastasia Mosquito Control District
Consolidated Financial Statement-Local Fund July-YTD 2022-2023

	Jul 23	Oct '22 - Jul 23	Budget	\$ Over/(Under)
Total 938 · I-Pads/ Computers	-	2,265	6,500	(4,235)
938.3 · Self-Propelled Articulat. Boom	-	55,030	80,000	(24,970)
949.07 · AVIATION	-	-		
949.073 · AGNAV,Install	-	-	15,000	(15,000)
949.090 · Drone	-	-	135,000	(135,000)
949.091 · Tail Rotor Hub O/H	-	-	9,000	(9,000)
949.093 · Stainless Steel Tank Ad	-	-	20,000	(20,000)
949.094 · Atomizer	-	-	6,000	(6,000)
949.095 · Vortex Airboat Granular	-	-	5,000	(5,000)
949.096 · Ka Flex driveshaft Overl	-	-	16,000	(16,000)
949.07 · AVIATION - Other	-	54,144		54,144
Total 949.07 · AVIATION	-	54,144	206,000	(151,856)
950.005 · ATV/ UTV	-	12,528	20,000	(7,472)
950.01 · Droplet Mach/ Fluorr Drop Vis	-	-	26,317	(26,317)
950.011 · Blower/ Motor (2 @ \$3,000)	-	-	6,000	(6,000)
950.017 · Grant Funded- Equip./ Softw	-	-	5,000	(5,000)
950.04 · Vehicle Lift Base	-	8,720	10,000	(1,280)
950.34 · Computers	8,719	8,719	10,000	(1,281)
950.35 · Twister Backpack Sprayers (2	-	3,556	5,400	(1,844)
950.36 · Handheld Foggers (4 @ \$2,00	-	6,962	8,000	(1,038)
950.411 · Monitor V (2 @ \$10,000)	-	-	20,000	(20,000)
950 · Machinery and Equipment - Othe	-	14,671		14,671
Total 950 · Machinery and Equipment	8,719	166,596	403,217	(236,622)
955 · Vehicles	-	-		
955.11 · Pickup Truck 4 x4 1/2 Ton-Ba	-	-	100,000	(100,000)
Total 955 · Vehicles	-	-	100,000	(100,000)
Total 900 · Capital Outlay	78,394	2,982,196	3,900,847	(918,651)
Total Expenditure	\$ 418,573	\$ 7,268,204	\$ 10,148,511	\$ (2,880,307)
Surplus/(Deficit)	\$ (305,681)	\$ 850,817	\$ (2,090,071)	\$ 2,940,888