

# 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.amedsjc.org](http://www.amedsjc.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, FEBRUARY 9, 2023  
5:00 P.M.**

## **AGENDA**

### **1. CALL TO ORDER**

### **2. INVOCATION ~ Commissioner**

### **3. PLEDGE OF ALLEGIANCE**

*If you haven't done so already; PLEASE, TAKE THIS TIME TO SILENCE YOUR CELLPHONES! THANK YOU!*

### **4. ROLL CALL**

### **5. CITIZEN PARTICIPATION (FOR ITEMS NOT ON THE AGENDA)**

### **6. APPROVAL OF THE AGENDA: ADDITIONS, CORRECTIONS OR DELETIONS**

### **7. APPROVAL OF THE CONSENT AGENDA:** Items on the Consent Agenda are defined as routine in nature, not warranting detailed discussion or individual action by the Board; therefore, all items on the Consent Agenda shall be approved and adopted by a single motion, second and vote by the Board. Items on the Consent Agenda are not subject to discussion. Any member of the Board may remove any item from the Consent Agenda simply by verbal request at the Board meeting. Removing an item from the Consent Agenda does not require a motion, second or vote; it would simply be a unilateral request of an individual Board member and this item would then be added as the last item under New Business.

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, January 19, 2023 at 5:00 P.M.
5. Budget Calendar
6. ~~Quarterly Budget Analysis~~
7. ~~Budget Amendments~~

### **8. UNFINISHED BUSINESS**

1. Discussion and Approval of Updated Employee Handbook ~ *Commissioner Mrs. Martha Gleason (10 min)*
2. Updated Five (5) Year Work Plan ~ *Dr. Rui-De Xue (10 min)*
3. *Quarterly Budget Analysis ~ Mr. Scott Hanna, C.F.O (5 min)*
4. *Budget Amendment ~ Mr. Scott Hanna, C.F.O (10 min)*

### **9. NEW BUSINESS**

1. Update about State Auditing on Special District Accountability ~ *Dr. Rui-De Xue (10 min)*

2. The Florida Mosquito Control Association (FMCA) Tallahassee Legislation Items and Participants ~ *Dr. Rui-De Xue (10 min)*
3. The American Mosquito Control Association (AMCA) Washington DC Legislation Items and Participants ~ *Dr. Rui-De Xue (10 min)*

**10. REPORTS**

1. Director
2. Attorney

**11. COMMISSIONER COMMENTS:**

**12. ATTACHMENTS – FOR INFORMATION PURPOSES ONLY**

None

**13. ADJOURNMENT**

**Announcements/Upcoming Meetings:**

- March 9, 2023 Regular Board Meeting at 5:00 P.M. All items for inclusion in the March 9, 2023 Agenda must be received by 4:00 P.M., no later than February 27, 2023.

**NOTE:** Pursuant to Section 286.0150, Florida Statutes, if an individual decides to appeal any decision made by the District Board with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based. Such person must provide a method for recording the proceedings.

**NOTE:** In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact Richard Weaver at (904) 471-3107, prior to the meeting in order to request such assistance.

A Proposed Agenda and a complete copy of the materials for this Agenda is available is on AMCD's web site at ([www.amcdsjc.org](http://www.amcdsjc.org)) or at the District Office.