

# Anastasia Mosquito Control District of St. Johns County

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## BOARD OF COMMISSIONERS

Trish Becker, Chairperson  
Vice-Chairperson  
T.J. Mazzotta, Secretary/Treasurer  
Gayle Gardner, Commissioner  
Gina LeBlanc, Commissioner



## DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, May 8, 2025

Thursday, June 12, 2025 – 5:00 PM~ Regular Meeting

## MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, May 8, 2025, at 5:00 P.M.

### Board members in attendance:

Mrs. Trish Becker, Chairperson  
Mr. T.J. Mazzotta, Secretary/Treasurer  
Mrs. Gayle Gardner, Commissioner  
Mrs. Gina LeBlanc, Commissioner

### Also in attendance:

Dr. Rui-De Xue, Director  
**Mr. Daniel Bean, District Attorney**  
Mrs. Julieann Klien, CPA

*Chairperson Becker called the meeting to order.*

*Commissioner LeBlanc led the invocation and pledge of allegiance.*

**ROLL CALL:** Chairperson Becker noted ~ that all were present

### **CEREMONY:**

- The board recognized Mr. Tim Forson, Superintendent of Saint John's County Schools, for his contributions to the Disease Vector Education Center, STEM programs and expressed appreciation for the collaboration and support of the Anastasia Mosquito Control District. A plaque of appreciation was presented. The Chair invited all commissioners to join for a commemorative photograph.

- Mr. Forson expressed gratitude towards the Anastasia Mosquito Control District for its commitment to supporting the educational needs of Saint John’s County students. He acknowledged the contributions made Dr. Xue as an advocate and friends, emphasizing the benefits the students gain from having an education center. Mr. Forson highlighted the significance of providing opportunities for students to understand their environment and potential pathways in science and STEM fields. The positive impact of the center on student interests and passions in these areas was noted, attributing this success to the perseverance and efforts of those involved. Mr. Forson spoke on behalf of all students, parents, and families, offered heartfelt thanks for these contributions.

**PARTICIPATION FOR ITEMS NOT ON THE AGENDA:**

- NO PUBLIC COMMENTS WERE MADE

**APPROVAL OF AGENDA: Chairperson Becker called for approval of the agenda as presented.**

- A. **A motion was made to approve the Agenda as presented.**
  - Motioned by: Commissioner Mazzotta
  - Seconded by: Commissioner LeBlanc
  - VOTE: Accepted by all Commissioners
  - **MOTION PASSED UNANIMOUSLY**

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

- A. **A motion was made to approve the Consent Agenda as presented.**
  - Motioned by: Mazzotta
  - Seconded by: Gardner
  - VOTE: Accepted Unanimously by all Commissioners
  - **MOTION PASSED UNANIMOUSLY**

**Consent Items ~ APPROVAL OF:**

1. Chemical Purchase & Inventory
2. Minutes: April 10, 2025, Regular Board Meeting Minutes
3. Custodian Job Description
4. Recognize June 19<sup>th</sup> (Federal Holiday) as AMCD Holiday
5. Dr. Xue Attends/Gives Presentation during his vacation, May 19<sup>th</sup>-30<sup>th</sup>, 2025
6. Treasure’s Report and Approval of Cancelled Checks

**UNFINISHED BUSINESS:**

**Item 1: Auditor Report FY23/24 (Ppt.) ~ Mrs. Klien**

- The report on the Auditor's Report for Fiscal Year 2023-2024 by Miss Klein summarizes key financial findings. Miss Klien presented the annual financial report for the Anastasia Mosquito Control District for the year ending September 30, 2024, with no significant

audit issues. She acknowledged technical challenges but confirmed the focus on auditor responsibilities and findings and mentioned issues around construction in progress were reported. Successful categorization of items for depreciation based on lifespan. Future discussions will address asset categorization and audit findings.

**A. A motion was made to approve the Auditor Report as presented.**

- Motioned by: Commissioner Gardner
- Seconded by: Commissioner LeBlanc
- VOTE: Accepted by Commissioner LeBlanc, Gardner, and Becker
- VOTE: Opposed by: Commissioner Mazzotta
- **MOTION PASSED 3:1**

**Item 2: Updated Report on AMCD's Auditor Selection Committee ~ Dr. Rui-De Xue**

- Attorney Hodges presented an ethics training presentation, highlighting potential danger Discussed the lack of applicants for the auditor selection committee, mentioning outreach efforts and the committee's composition. There was a reference to the auditor selection procedures and eligibility concerns regarding current members. Highlighted the need for updates to the policies due to insufficient public interest in applications. Discussion about former Commissioner Don Girvan showing interest but mentioned he had not submitted a formal application or documentation. **The District Attorney recommended that the Board waive the auditor selection procedures and policies to permit three Board members to serve as the Auditor Selection Committee.**

**A. A motion was made to waive the membership, eligibility, and composition in section five of the Boards auditor selection procedures policy and appoint commissioners LeBlanc, Mazzotta, and Gardner to serve on the auditor selection committee.**

- Commissioner LeBlanc noted she has a full-time job teaching and does not believe it's possible for her to include additional business meetings into her schedule and requested she not be included in the auditor selection committee.

**B. A motion was amended to waive the membership, eligibility, and composition in section five of the Boards auditor selection procedures policy and appoint commissioners Mazzotta, Becker and Gardner to serve on the auditor selection committee.**

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

**C. A motion was made to appoint Commissioner Gardner as auditor selection committee chairperson**

- Motioned by: Commissioner Becker
- Seconded by: Commissioner Mazzotta

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

**Item 3: Discussion and Approval of ADHOC Committee’s Recommendation to Adopt AMCD Travel Policy ~ Mrs. Sheila Rivera**

- The draft policy was discussed and presented by Sheila Rivera, HR generalist. The policy addressed concerns regarding board travel approvals (including emergencies), staff hotel sharing, county vehicle use, travel insurance, and compliance with Florida Statute 112. Research from similar districts (Indian River, Mosquito Control, Collier, Saint Johns) and the Society for Human Resource Management were consulted. Board members expressed approval of the added detail, particularly regarding emergency travel procedures in the absence of board members, as outlined in Chapter 112. The board thanked Rivera for her work and the effort exerted by all staff in helping finalize it, welcoming her to the district.

**A. A motion was made to approve the travel policy as presented.**

- Motioned by: Commissioner Mazzotta
- Seconded by: Commissioner Gardner
- VOTE: Accepted unanimously by all Commissioners
- **MOTION PASSED UNANIMOUSLY**

**Item 4: Budget Amendments ~ Scott Hanna**

- Mr. Hanna presented the budget amendment and explained return grant-funded chemical and capital purchases to the regular budget so operations could more effectively utilize the funds. The grant, which pre-paid for specific chemicals and sprayers, resulted in a surplus for the district. The returned funds will allow for better allocation of budget funds.

**A. A motion was made to approve the Budget Amendment as presented.**

- Motioned by: Commissioner Gardner
- Seconded by: Commissioner LeBlanc
- VOTE: Accepted unanimously by all Commissioners
- **MOTION PASSED UNANIMOUSLY**

**NEW BUSINESS:**

**Item 1: Discussion and Approval of Director’s Request to Increase Number of Full-Time Employees for FY 25/26 for Budget Purposes ~ Dr. Rui-De Xue**

- Dr. Xue requested approval for 43 full-time positions. Current staff numbers are already over budget for the projected needs; however, seasonal employees are proving challenging to hire due to benefit package requests, which is an ongoing problem. He expressed concern about potential grant funding cuts. Federal grants provided approximately \$400,000 last year, but there are concerns that funding will be impacted or lost entirely for the next year

in relation to CDC, hurricane, and other grants. To prepare for potential funding reductions, Dr. Xue also proposed rotating personnel between research and support roles; this could potentially ease the impact of any funding cuts. He emphasizes that taxpayer and customer service are top priorities, with all decisions factoring in these considerations.

**A. A motion was made to approve 4 additional full-time employees (one IT Technician, one Custodian, one A & P Mechanic, & one Field Tech) bringing the total number of full-time employees to 43.**

- Motioned by: Commissioner Mazzotta
- Seconded by: Commissioner Gardner
- VOTE: Accepted unanimously by all Commissioners
- **MOTION PASSED UNANIMOUSLY**

**Item 2: AMCD's Technology Adoption, Collaboration, and Benefits (Ppt.) ~ Dr. Rui-De Xue**

- Dr. Xue presented a PowerPoint that discussed the significant impact of mosquito-borne diseases, particularly malaria and dengue, and the challenges surrounding mosquito control in Florida and globally. It highlights the increasing prevalence of these diseases and the associated economic ramifications, notably concerning tourism and productivity losses. The Anastasia Mosquito Control District (AMCD) is at the forefront of technology adoption to combat these issues, employing innovative methods such as AI-driven surveillance, Sterile Insect Techniques (SIT), and community involvement initiatives. It emphasizes the need for collaboration, robust entomological capabilities, and investment in prevention measures, stating that every dollar spent on prevention can save significantly in treatment costs. The document also showcases AMCD's achievements and ongoing research in mosquito control technologies and public health engagement.

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

**Item 3: Chairperson's Schedule, Duty Plan and Statement ~ Commissioner Becker**

- We will convene our first auditor selection committee meeting on May 19th from 4 p.m. to 5 p.m., and Heather will ensure that this is communicated appropriately. Commissioner Becker shared that her husband has received a promotion, which regrettably means that we will be relocating. Consequently, I will be resigning from the board. The June meeting will be my final meeting as chair, and I will lead that session. At the conclusion of that meeting, we will need to cast votes for a **new chairperson**, so please consider if you would like to assume that role. Additionally, I am uncertain if I will be able to attend the July meeting; I may be traveling, but I might be able to participate via phone. Therefore, I want to reiterate that June will be my last official meeting.

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

**REPORTS:**

**Director** ~ Dr. Xue reported hiring eight seasonal employees, including some for the education center. Operations are now running smoothly following a recent all staff meeting to welcome and rally the new and existing staff members for the upcoming season. Dr. Xue noted Mr. Richard Weaver, himself and a commissioner will be attending the AMCA lobby DC meeting next week, and then he is taking vacation from May 19th to the 26th, and is available by email or phone for any urgent needs.

**Attorney** ~ None.

**COMMISSIONER COMMENTS:**

**Commissioner Gardner** ~ Truly sad to see Commissioner Becker leaving the AMCD Board of Commissioners.

**Commissioner Mazzotta** ~ No Comments.

**Commissioner LeBlanc** ~ No Comments.

**Commissioner Becker** ~ No Comments.

**ATTACHMENTS:** ~

**ADJOURNMENT:** Chairperson Becker adjourned the meeting at 6:46 P.M.

ATTEST

  
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Chairperson, Commissioner Trish Becker

  
\_\_\_\_\_  
Secretary/Treasurer, Commissioner T.J. Mazzotta

*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.*