

Anastasia Mosquito Control District

of St. Johns County

www.amcdsjc.org

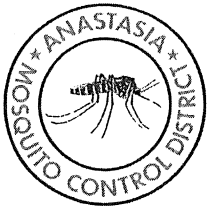


District Board Meeting

August 14, 2025

Thursday at

5:00 P.M



**ANASTASIA MOSQUITO CONTROL DISTRICT
ST. JOHNS COUNTY
PROPOSED AGENDA**

Thursday, August 14, 2025
5:00 P.M.

Invocation and Pledge: Commissioner Mrs. LeBlanc

Consent items: Approval of

1. Chemical purchases and inventory
2. Minutes of July 10's board meeting
3. Board members to attend the FMCA annual meeting, Charlotte Harbor, November 17-20, 2025
4. Update on organization chart
5. Organize the 21st annual workshop and host the FMCA Fly In Class, March 2-5, 2025
6. Treasure report and cancelled checks

Unfinished Business:

1. Drainage repair update ... Company Owners, Mr. Otta Gruhn (10 min)
2. Approval of the auditor contract ... Director Dr. Rui-De Xue (5 min)
3. FY24/25 budget update, financial analysis, and budget amendment ... C.P.A., Mr. Scott Hanna (15 min)

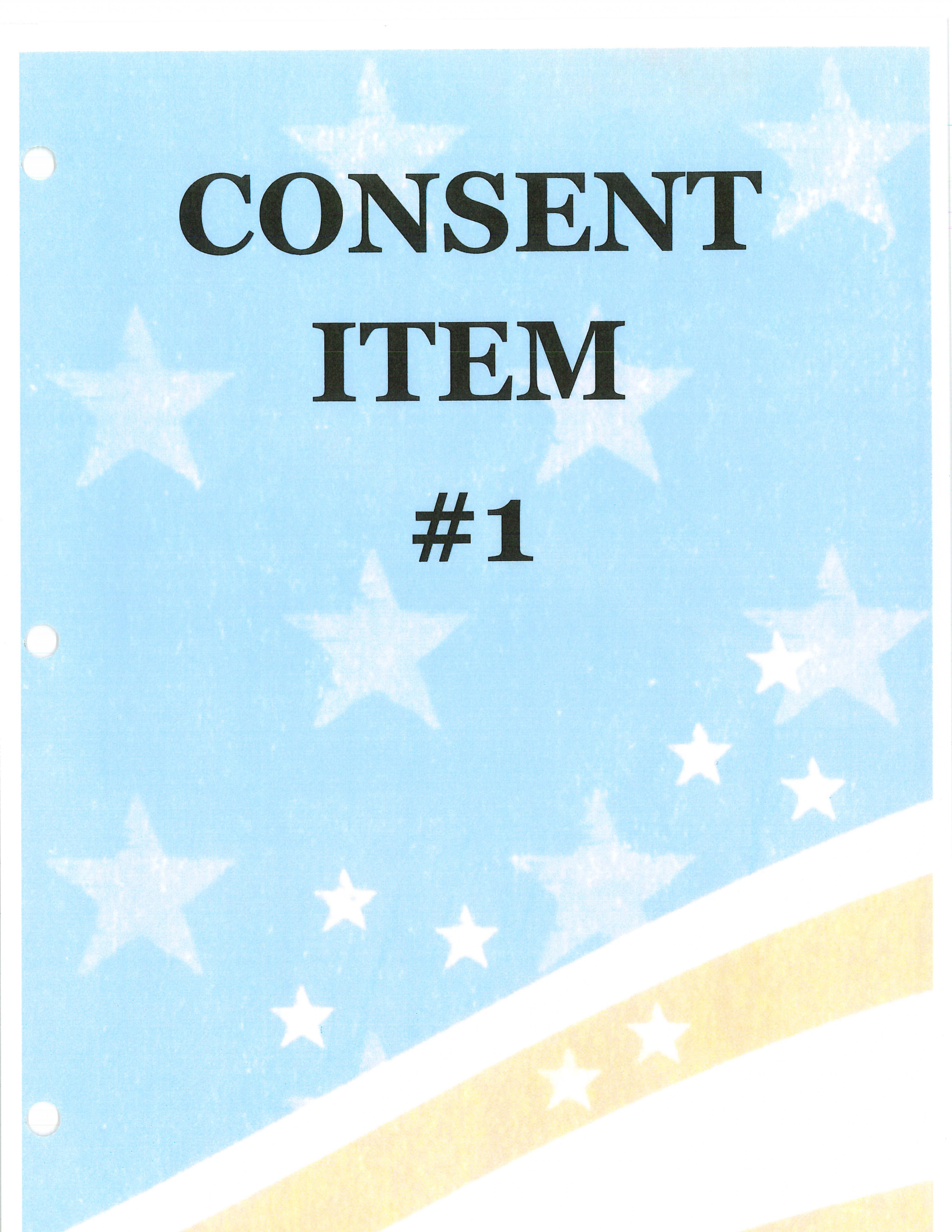
New Business:

1. The AMCD programs & approval of the program goals, objectives, and performance measure for FY25/26 ... Director, Dr. Rui-De Xue (15 min)
2. Discussion and approval of updated public record request policy ... HR Generate, Mrs. Sheila Rivera (10 min)

Report:

Director
Attorney

Commissioner reports and comments:

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CONSENT ITEM

#1

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
CHEMICAL & FUEL INVENTORY
 MONTH OF JUNE 2025

DISTRICT TOTALS

CHEMICAL DESCRIPTION (indicate lbs., gals. or ea.)	BEGINNING PHYSICAL COUNT	AMOUNT PURCHASED	TRANSFER IN	TRANSFER OUT	AMOUNT AVAILABLE	AMOUNT USED	ENDING "BOOK" BALANCE	PHYSICAL COUNT	OVER / (UNDER)
ALTOSID WSP	EA.	20,793.00			40,793.00	11260.00	29,533.00	29,533.00	0.00
ALTOSID XR	LBS.	2,737.00			2,737.00	31.00	2,706.00	2,706.00	0.00
ALTOSID XRG	LBS.	24,780.00			24,780.00	940.00	23,840.00	23,840.00	0.00
AQUAKONTROL 30-30	GALS.	450.00			450.00	0.00	450.00	449.40	-0.60
AQUALUER 20-20	GALS.	10.98			10.98	2.54	8.44	9.02	0.58
B. t. i. BRIQUETS (Dunks)	EA.	2,360.00			2,360.00	100.00	2,260.00	2,260.00	0.00
COCO BEAR	GALS.	102.39			102.39	0.88	101.52	101.52	0.00
DIBROM CONCENTRATE (Naled)	GALS.	1,200.00			1,200.00	0.00	1,200.00	1,200.00	0.00
DUET	GALS.	316.25			316.25	10.88	305.38	305.00	-0.38
MOSQUITOMIST TWO	GALS.	776.00			776.00	5.50	770.50	771.00	0.50
NATULAR DT	EA.	8,352.00			8,352.00	4.00	8,348.00	8,348.00	0.00
TALSTAR P	GALS.	51.53			51.53	2.51	49.02	49.00	-0.02
VECTOBAC 12AS	GALS.	395.51			395.51	22.70	372.81	372.81	0.00
VECTOBAC G	LBS.	15,905.00			15,905.00	200.00	15,705.00	15,705.00	0.00
GASOLINE	GALS.	4,298.00			4,298.00	2092.11	2,205.89	2,225.00	19.11
JET A	GALS.	3,432.00			3,432.00	0.00	3,432.00	3,431.00	-1.00
TOTALS		85,959.66	0.00	0.00	105,959.66	14,672.11	91,287.55	91,305.75	18.20

Prepared by Richard Weaver: 

Reviewed by Aye McKinney: 

Reviewed & Approved by Dr. Rui-De Xue: 

Date: 7/2/2025

Date: 7/2/25

Date: 7/9/25

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
CHEMICAL & FUEL INVENTORY
VALUE
MONTH OF JUNE 2025

CHEMICAL DESCRIPTION (indicate lbs., gals. or ea.)	PHYSICAL COUNT	ACTUAL COST PER LB/GAL/EA	TOTAL INVENTORY VALUE	INVOICE DATE	PURCHASED FROM
ALOTOSID WSP	EA. 9,533.00	\$0.9900	\$9,437.67	11/12/24	VESERIS
ALOTOSID WSP	EA. 20,000.00	\$1,000.00	\$20,000.00	6/19/25	VESERIS
ALOTOSID XR	LBS. 506.00	\$3.45	\$1,745.70	12/16/21	VESERIS
ALOTOSID XR	LBS. 2,200.00	\$3.83	\$8,426.00	11/12/24	VESERIS
ALOTOSID XRG	LBS. 7,840.00	\$10.0500	\$78,792.00	6/28/24	VESERIS
ALOTOSID XRG	LBS. 16,000.00	\$10.0500	\$160,800.00	10/12/24	VESERIS
ALOTOSID XRG	LBS. 0.00	\$0.0000	\$0.00		VESERIS
ALOTOSID XRG	LBS. 0.00	\$0.0000	\$0.00		VESERIS
AQUAKONTROL 30-30	GALS. 149.40	\$110.1000	\$16,448.94	11/1/24	VESERIS
AQUAKONTROL 30-30	GALS. 210.00	\$110.1000	\$23,121.00	11/13/24	VESERIS
AQUAKONTROL 30-30	GALS. 90.00	\$110.1000	\$9,909.00	11/19/24	VESERIS
AQUALUER 20-20	GALS. 9.02	\$121.5400	\$1,096.29	8/9/22	ALLPRO
AQUALUER 20-20	EA. 1,260.00	\$1.0100	\$1,272.60	4/5/23	TARGET
B. t. i. DUNKS (Doughnuts)	EA. 1,000.00	\$0.8500	\$850.00	4/15/25	TARGET
B. t. i. DUNKS (Doughnuts)	EA. 101.52	\$28.4100	\$2,884.18	6/13/22	CLARKE
COCO BEAR	GALS. 0.00	\$0.0000	\$0.00		CLARKE
DUET	GALS. 30.00	\$245.0100	\$7,350.30	11/13/23	CLARKE
DUET	GALS. 55.00	\$255.5500	\$14,055.25	9/20/24	CLARKE
DUET	GALS. 220.00	\$255.5500	\$56,221.00	11/14/24	CLARKE
MOSQUITOMIST TWO	GALS. 56.00	\$119.7100	\$6,703.76	9/20/24	CLARKE
MOSQUITOMIST TWO	GALS. 220.00	\$126.0100	\$27,722.20	10/30/24	CLARKE
MOSQUITOMIST TWO	GALS. 330.00	\$126.0100	\$41,583.30	11/6/24	CLARKE
MOSQUITOMIST TWO	GALS. 165.00	\$125.8080	\$20,758.32	2/10/25	CLARKE
NALED	GALS. 330.00	\$277.5940	\$91,606.02	9/18/24	AZELIS
NALED	GALS. 360.00	\$277.5100	\$99,903.60	11/15/24	AZELIS
NALED	GALS. 510.00	\$285.7000	\$145,707.00	5/23/25	AZELIS
NATULAR DT	EA. 8,348.00	\$0.4168	\$3,479.45	9/9/16	CLARKE
TALSTAR P	GALS. 9.00	\$63.6400	\$572.76	9/13/22	VESERIS
TALSTAR P	GALS. 40.00	\$63.0000	\$2,520.00	5/11/23	VESERIS
VECTOBAC 12AS	GALS. 72.81	\$38.8350	\$2,827.58	5/6/24	AZELIS
VECTOBAC 12AS	GALS. 300.00	\$39.9000	\$11,970.00	2/11/25	AZELIS
VECTOBAC G	LBS. 15,705.00	\$1.7519	\$27,513.59	11/7/23	AZELIS
VECTOBAC G	LBS. 0.00	\$0.0000	\$0.00		AZELIS
GASOLINE	GALS. 2,225.00	\$2.7139	\$6,038.44	5/29/25	L. V. HIERS
GASOLINE	GALS. 0.00	\$0.0000	\$0.00		L. V. HIERS
JET A	GALS. 3,431.00	\$2.8065	\$9,629.10	9/26/24	Avfuel
JET A	GALS. 0.00	\$0.0000	\$0.00		Avfuel
TOTAL	91,305.75	\$2,817.01	\$910,945.04		

Subtract Green first

Prepared by Richard Weaver:  Date: 7/2/2025
 Reviewed by Aye McKinney:  Date: 7/2/2025
 Reviewed & Approved by Dr. Rui-De Xue:  Date: 7/9/25

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
CHEMICAL & FUEL INVENTORY
 MONTH OF JUNE 2025

120 EOC DRIVE
 TAKEN BY: 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	OVER / (UNDER)
ALTOSID WSP	EA. 20,793.00	20,000.00			40,793.00	11260.00	29,533.00	29,533.00	0.00
ALTOSID XR	LBS. 2,737.00				2,737.00	31.00	2,706.00	2,706.00	0.00
ALTOSID XRG	LBS. 24,780.00				24,780.00	940.00	23,840.00	23,840.00	0.00
AQUAKONTROL 30-30	GALS. 450.00				450.00	0.00	450.00	449.40	-0.60
AQUALUER 20-20	GALS. 10.98				10.98	2.54	8.44	9.02	0.58
B. t. i. BRIQUETS (Dunks)	EA. 2,360.00				2,360.00	100.00	2,260.00	2,260.00	0.00
COCO BEAR	GALS. 102.39				102.39	0.88	101.52	101.52	0.00
DIBROM CONCENTRATE (Naled	GALS. 1,200.00				1,200.00	0.00	1,200.00	1,200.00	0.00
DUET	GALS. 316.25				316.25	10.88	305.38	305.00	-0.38
MOSQUITOMIST TWO	GALS. 776.00				776.00	5.50	770.50	771.00	0.50
NATULAR DT	EA. 8,352.00				8,352.00	4.00	8,348.00	8,348.00	0.00
TALSTAR P	GALS. 51.53				51.53	2.51	49.02	49.00	-0.02
VECTOBAC 12AS	GALS. 395.51				395.51	22.70	372.81	372.81	0.00
VECTOBAC G	LBS. 15,905.00				15,905.00	200.00	15,705.00	15,705.00	0.00
GASOLINE	GALS. 4,298.00				4,298.00	2092.11	2,205.89	2,225.00	19.11
JET A	GALS. 3,432.00				3,432.00	0.00	3,432.00	3,431.00	-1.00
TOTALS	85,959.66	20000.00	0.00	0.00	105,959.66	14,672.11	91,287.55	91,305.75	18.20

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

CHEMICAL & FUEL INVENTORY

June 2025

TAKEN BY: 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	OVER / (UNDER)	Actual
ALTOSID WSP	EA. 20,793.00	20,000.00			40,793.00	11,260.00	29,533.00	29,533.00	0.00	0.0000
ALTOSID XR	EA. 2,737.00				2,737.00	31.00	2,706.00	2,706.00	0.00	0.0000
ALTOSID XRG	LBS. 24,780.00				24,780.00	940.00	23,840.00	23,840.00	0.00	0.0000
AQUAKONTROL 30-30	GALS. 450.00				450.00	0.00	450.00	449.40	-0.60	0.0000
AQUALUER 20-20	GALS. 10.98				10.98	2.54	8.44	9.02	0.58	2.5416
B. t. i. BRIQUETS	EA. 2,360.00				2,360.00	100.00	2,260.00	2,260.00	0.00	0.0000
COCO BEAR	GALS. 102.39				102.39	0.88	101.52	101.52	0.00	0.8750
DUET	GALS. 316.25				316.25	10.88	305.38	305.00	-0.38	10.8750
MOSQUITOMIST TWO	GALS. 776.00				776.00	5.50	770.50	771.00	0.50	5.5000
NALED	GALS. 1,200.00				1,200.00	0.00	1,200.00	1,200.00	0.00	0.0000
NATULAR DT	EA. 8,352.00				8,352.00	4.00	8,348.00	8,348.00	0.00	0.0000
TALSTAR P	GALS. 51.53				51.53	2.51	49.02	49.00	-0.02	0.0000
VECTOBAC 12AS	GALS. 395.51				395.51	22.70	372.81	372.81	0.00	22.6953
VECTOBAC G	LBS. 15,905.00				15,905.00	200.00	15,705.00	15,705.00	0.00	0.0000
GASOLINE (120 EOC DR.)	GALS. 4,298.00				4,298.00	2,092.11	2,205.89	2,225.00	19.11	0.0000
JET A FUEL	GALS. 3,432.00				3,432.00	0.00	3,432.00	3,431.00	-1.00	0.0000
TOTALS	85,959.66		0.00	0.00	105,959.66	14,672.11	91,287.55	91,305.75	18.20	42.49

***** Azelis is holding 510 gallons of Naled for storage purposes.

Treatment Summary

From Date : 06-01-2025

To Date : 06-30-2025

Zone : All

Material : All

Task : All

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Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	11260 ea	34.89 acre	322.68 ea / acre	92 times
Altosid XR	31 ea	0.07 acre	435.54 ea / acre	5 times
Altosid XRG	560 lb	93.33 acre	6 lb / acre	2 times
Altosid XRG Drone	380 lb	38 acre	10 lb / acre	6 times
Aqualure 20-20 1:5	325.33 fl oz	1259.35 acre	0.26 fl oz / acre	3 times
B.t.i. Briquets	100 ea	0.23 acre	435.54 ea / acre	1 times
Cocobear	112 fl oz	0.29 acre	384.02 fl oz / acre	3 times
Duet 50%	1392 fl oz	886.62 acre	1.57 fl oz / acre	4 times
Mosquitomist Two	704 fl oz	1066.67 acre	0.66 fl oz / acre	1 times
Natular DT	4 ea	0 acre	6666.67 ea / acre	1 times
Talstar P	2.51 gal	7.45 acre	0.34 gal / acre	9 times
VectoBac 12AS	2905 fl oz	181.56 acre	16 fl oz / acre	33 times
VectoBac G	200 lb	30.8 acre	6.49 lb / acre	2 times

AMCD

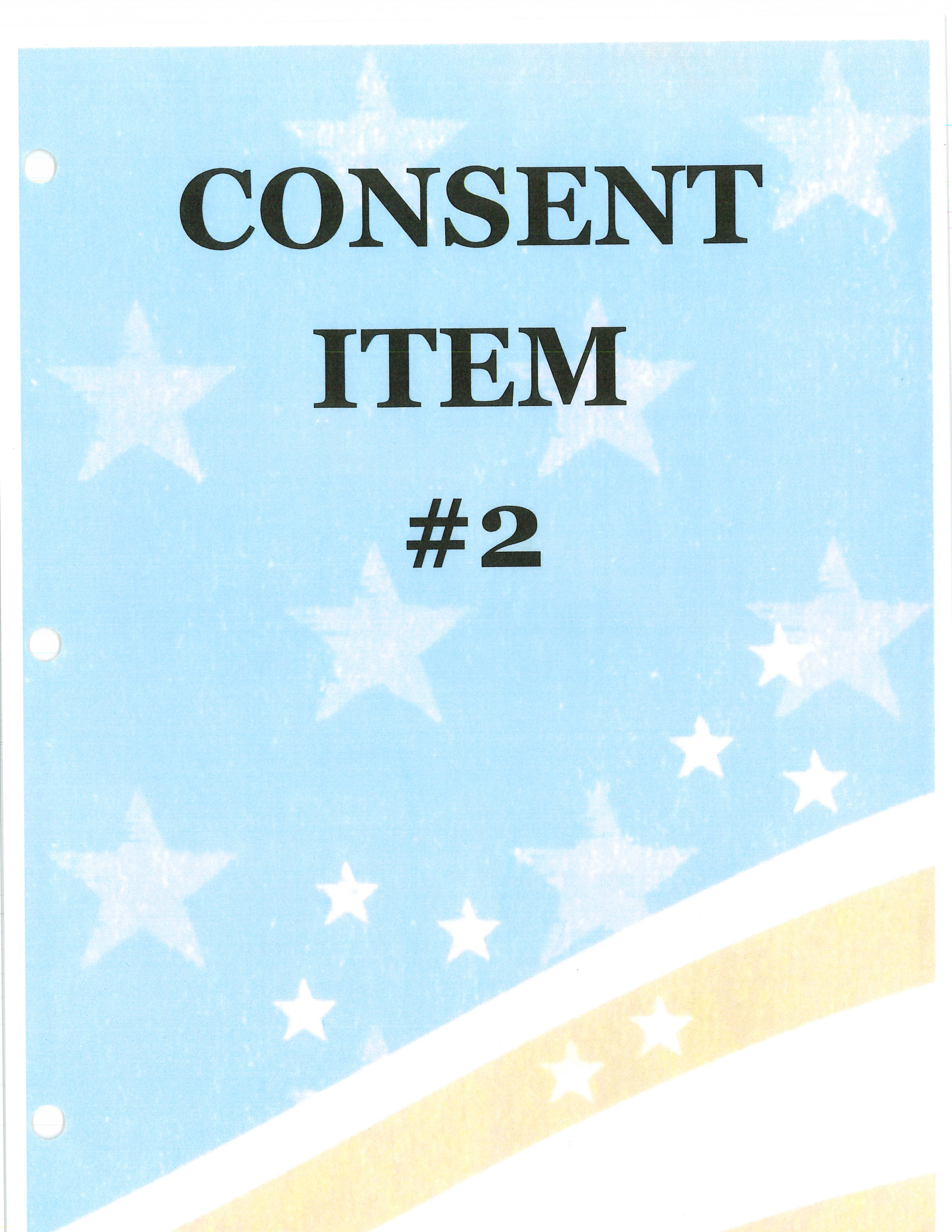
Product Totals For Sites

Date Range From : 06/01/2025 12:00:00AM To : 06/30/2025 11:59:59PM

Pump - Hose		Transactions	Total Quantity
Product :	01 Unleaded		
Site Id :	003 Anasatisia Moquito Control		
01-1		178	2092.114
Totals For Site :		178	2092.114
Totals For Product :		178	2092.114

June 2025 Mileage (2)

Backhoe	1018	882
Surplus 2025	1132	0
Surplus 2025	1133	0
Fog MM2 (26)	1195	98,276
Surveillance (26)	1197	85,726
Service (26)	1198	86,856
Fog MM2 (26)	1199	64,156
Fog MM2 (26)	1200	85,224
TF Truck (26)	1201	83,595
Service (26)	1203	83,472
F150 (26)	1342	117,318
Buffalo T (26)	1343	91,840
Surplus 2025	1410	0
Air Boat	1422	215
Surplus 2025	1425	0
Service Truck	1426	108,143
Seasonal	1462	80,084
Surplus 2025	1463	0
Ford Explorer	1479	76,190
Seasonal	1484	82,490
Seasonal	1485	77,170
Seasonal	1493	77,808
Kody Fisher	1494	82,865
Fork Lift	1536	346
Holly Usina	1544	91,812
Wesley	1546	90,920
James S	1548	71,400
Seasonal	1550	98,635
Kyle Graham	1611	37,231
Cameron Clark	1613	43,187
Ruide Xue	1615	30,383
Service Expedition	1630	27,971
Jerry Iser	1633	40,833
Gator	1666	441
Jeremy Wohlforth	1692	10,229
Maverick Science	1708	34,750
ATV	1718	97
ATV	1719	140
ATV	1734	354
ATV	1735	308
Science Truck	1755	13,172
Science Truck	1756	15,176
UTV	1766	600
Science Truck	1789	17,721
Science Truck	1788	15,130
Gator	1223	796
Aviation Truck	1790	5,047
Science Van	1859	1,624
Cathy Hendricks	1860	2,743
Dazmond Hackney	1861	2,799
Nicole Blacwelder	1862	1,650
Mechanics	1863	917
Red Honda	1866	31
F150 Science	1894	1,172
F150 Science	1895	1,364

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CONSENT ITEM

#2

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
T.J. Mazzotta, Vice-Chair
Tim Burton, Secretary/Treasurer
Trish Becker, Commissioner
Gina LeBlanc, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, July 10, 2025 – 5:00 PM~ Regular Meeting
Next meeting: August 14 at 5:00 p.m.

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, June 10, 2025, at 5:00 P.M.

Board members in attendance:

Mrs. Trish Becker, Commissioner (Via Phone)
Mr. T.J. Mazzotta, Vice Chair
Ms. Gayle Gardner, Chair
Mrs. Gina LeBlanc, Commissioner
Mr. Tim Burton, Secretary/Treasurer

Also in attendance:

Dr. Rui-De Xue, Director
Ms. Lawsiskia Hodges, District Attorney

Chairperson Gardner called the meeting to order and asked the Board to allow Commissioner Mrs. Becker to join via phone.

Commissioner LeBlanc led the invocation and pledge of allegiance.

The Board approved Commissioner Becker to join remotely

ROLL CALL: Chairperson Gardner noted ~ that all were present and that Commissioner Becker joined remotely.

PARTICIPATION FOR ITEMS NOT ON THE AGENDA:

- No participation for items not on the agenda

APPROVAL OF AGENDA: Chairperson Gardner 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 Burton
- VOTE: Accepted by all Commissioners
- **MOTION PASSED UNANIMOUSLY**

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

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

- Motioned by: Mazzotta
- Seconded by: Burton
- VOTE: Accepted Unanimously by all Commissioners
- **MOTION PASSED UNANIMOUSLY**

Consent Items ~ APPROVAL OF:

1. Chemical Purchase and Inventory
2. Minutes: June 12, 2025, Regular Board Meeting Minutes
3. Upcoming Budget Hearings: First Public Hearing (September 11th at 5:30 P.M.) and Final Hearing (September 25th at 5:30 P.M.).
4. Approval of DACS Workplan Narrative/IMM Plan
5. Updated A&P Mechanic Job Description
6. Updated Employment Policy
7. Helicopter Insurance Renewal
8. Treasure's Report and Cancelled Checks

UNFINISHED BUSINESS:

1. Item 1: Legislation Lobby Firm Report~ Mr. Robert Hawkins

- Mr. Hawkins reported on the 2025 legislative session. Key outcomes included the passage of legislation increasing the number of mosquito control directors on the FMCA council from 2 to 4 and the retention of \$3.6M in state funding, despite requesting a higher allocation based on the tire tax percentage. He noted emerging discussions on property tax reform, including a now-vetoed state study. He recommended that the District prepare for future legislative developments, especially committee meetings anticipated to begin in October. Mr. Hawkins also shared that their firm is merging with Fleury & Partners to provide broader lobbying support.
- Commissioner Mazzotta suggested beginning contract renewal discussions in preparation for the next legislative cycle.
- Commissioner Becker expressed her appreciation for Mr. Hawkins' support and emphasized the importance of maintaining funding for essential public health services, such as mosquito control.
- Dr. Xue and others raised questions regarding changes to FEMA reimbursement and state employee benefits for mosquito control staff.
- Mr. Hawkins agreed further to investigate those issues with the Association and state representatives.

A. No motion was made

2. Item 2: HR Consulting Report (Ppt.) ~ Mrs. Shelia Rivera and Mr. R. Crain

- Mrs. Rivera presented the results of the preliminary HR assessment conducted by MGT. The review highlighted strengths, including employee camaraderie, strong mission alignment, flexible work schedules, and valued benefits. Concerns included compensation equity, performance evaluation processes, and communication gaps between staff and leadership. MGT recommended actions, including a formal compensation study, standardized onboarding, and enhanced management training.

- Board members discussed strategies for recognition (e.g., Employee of the Month), the psychological contract, and increased communication of benefits. Ms. Rivera emphasized steps already underway, including policy revisions, training updates, and enhanced applicant tracking.

A. A motion was made to have Mrs. Rivera give a monthly HR report to the Board.

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

3. Item 3: Discussion and Approval of Director's Recommendation to Conduct a Job Description Review and Compensation Analysis to Update the Districts Pay/Policy Plan ~ Dr. Rui-de Xue

- Dr. Xue explained the history and need for a formal compensation and classification study to ensure equitable and competitive pay. He outlined past efforts and external comparisons, noting that a prior consultant's recommendation came in below AMCD's current pay structure due to a district-wide COVID-related pay increase. The recommended proposal from Arthur J. Gallagher & Co. was presented for \$18,720.
- Ms. Hodges clarified that the current HR contract has a cap of \$30,000, and an amendment would be needed to authorize the additional task order.

A. A motion was made to authorizing the classification and compensation study to be conducted as presented for the amount of \$18,720 and authorize the District Attorney to amend the MGT contract to increase the budget the additional monetary amount needed to complete the classification and compensation study.

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

NEW BUSINESS:

1. Item 1: TRIM and TIM Procedures ~ Dr. Rui-de Xue

- Dr. Xue presented the requirements and timeline for the TRIM (Truth in Millage) compliance process, explaining that the District must hold two public hearings and submit the certified budget to the FDACS by September 30 and a whole package included the final millage rate and budget, newspaper publication/notice, and resolutions to the Florida Department of Revenue by. He reviewed key deadlines, explained the millage calculation based on property values, and emphasized the importance of public participation.

A. No motion was made

2. Item 2: Discussion and Approval of Director's Recommendation of FY 25/26 Tentative Millage Rate of 0.16 ~ Dr. Rui-de Xue

- Dr. Xue presented his recommendation for the tentative millage rate for Fiscal Year 2025–2026. He noted that the proposed rate of 0.16 mills maintains the same rate as the previous fiscal year. The recommendation was based on the current needs of the District and was developed with input from financial staff, by TRIM (Truth in Millage) guidelines. Dr. Xue explained that maintaining the rate unchanged would enable the District to preserve its operational effectiveness

while preparing for anticipated inflationary pressures and capital expenditures. By the end of August, he will have more information about the amount of dollars carried over to the next fiscal year. If it exceeds 10 million, the Board may consider lowering the millage rate to roll back; however, it is better to maintain the tentative millage rate at 0.16 for the time being.

A motion was made to approve the tentative millage rate of 0.16.

- Motioned by: Commissioner LeBlanc
- Seconded by: Commissioner Gardner
- VOTE: Accepted unanimously by all Commissioners

MOTION PASSED UNANIMOUSLY

3. Item 3: Discussion and Approval of DACS Workplan Budget for FY 25/26 ~ Dr. Rui-De Xue

- Dr. Xue introduced the Florida Department of Agriculture and Consumer Services (DACS) Work Plan Budget for Fiscal Year 2025–2026. He outlined the required submission process and noted that the Work Plan Budget aligns with the District’s internal budget proposal and includes funding for core activities such as aerial operations, larviciding, surveillance, and research. Dr. Xue also noted that the plan reflects personnel adjustments and contractual obligations discussed in prior board meetings.
- Commissioners asked clarifying questions about line items and future funding for projects such as drone surveillance and public outreach. Dr. Xue that the proposed Work Plan is consistent with DACS standards and formats, and that its approval is necessary and required by FDACS. The District still has more than two months to work on and update the budget until the final hearing on September 25. If any Board members have further input regarding the budget and millage rate, please do not hesitate to contact Dr. Xue and Mr. Hanna at your convenience.

A. A motion was made to approve the DACS workplan budget for FY25/26.

- Motioned by: Commissioner Mazzotta
- Seconded by: Commissioner Gardner
- VOTE: Accepted unanimously by all Commissioners

MOTION PASSED UNANIMOUSLY

REPORTS:

Director ~ Dr. Xue shared updates and reflections on operational challenges, community outreach, and the value of mosquito control work:

- **Public Concerns & UAV Use:** UAV treatments are now integral tools in mosquito control. While the District responds to public complaints (including issues unrelated to mosquito-borne diseases such as midges or other pests), Dr. Xue emphasized AMCD's primary mission as mosquito control. Staff visit communities to educate and provide guidance, including simple tools like egg traps for eye gnats.
- **Community Education Success:** The Disease Vector Education Center remains a strong public draw. In the past month alone, the center received 2,484 visitors. Public perception of mosquito education has improved significantly, with many attendees expressing surprise and appreciation after visiting. During peak summer days, attendance sometimes exceeds 300–400 visitors daily.
- **Economic and Public Health Value:** Dr. Xue discussed the financial justification for mosquito control efforts. He cited calculations presented to local political candidates, illustrating how preventing even a

few cases of mosquito-borne disease (e.g., Zika) has profound cost-benefit implications. Additionally, the education center draws tourists—an estimated 5,000 from outside St. Johns County annually, which contributes significant local economic activity (estimated at \$4 million over ten years).

- **Support from Commissioners & Community:** Dr. Xue thanked Commissioner Trish Becker and the entire Board for their strong support of the education center. He emphasized the importance of public service and community engagement, noting that even unpaid public service roles, such as commissioner positions, are critical to sustaining effective mosquito control and public health protection.

Attorney ~ Ms. Hodges stated that she was working on the auditor's contract and wanted to thank Scott and Dr. Xue for their help in being a liaison to the auditor. She has made some changes to the engagement letter, and the auditor's contract will be on next month's agenda for approval.

COMMISSIONER COMMENTS:

Commissioner Gardner ~ thanked everyone for their continued efforts and Mrs. Rivera for her report.

Commissioner Mazzotta thanked Mr. Hawkins and Mrs. Meredith for presenting to the board.

Commissioner LeBlanc ~ Acknowledged staff and leadership for professionalism and commitment.

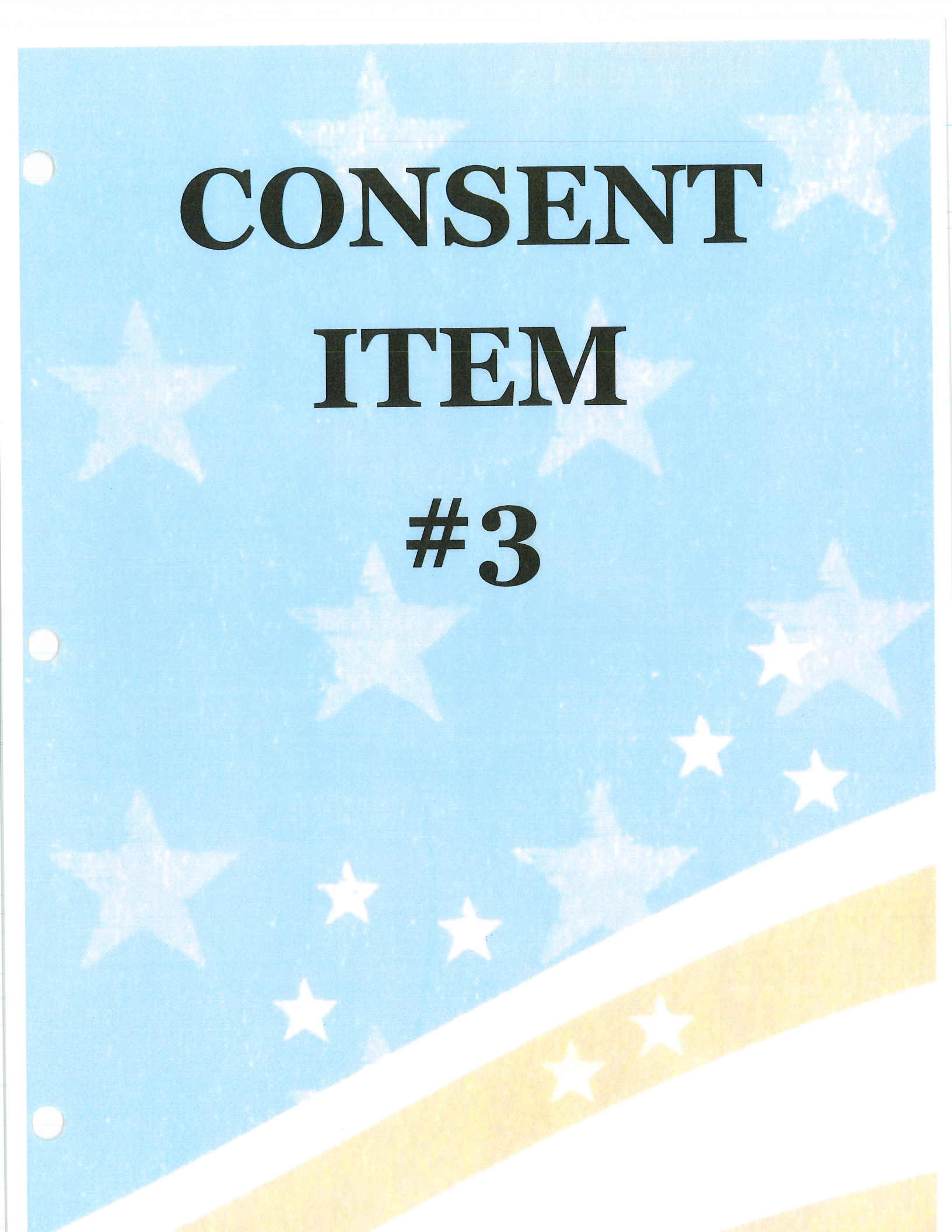
Commissioner Becker ~ stated that it has been the honor of her life to support, protect, and defend the Constitution as an AMCD Commissioner. Thank you for allowing me to serve.

Commissioner Burton ~ thanked everyone.

ADJOURNMENT: The Chairperson, Gardner, adjourned the meeting at 6:20 p.m.

ATTEST _____
Chairperson, Commissioner Gayle Gardner, Secretary/Treasurer, Commissioner Tim Burton

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 complete and accurate record of the meeting, it is essential to view/listen to the entire proceedings.

The background of the entire page is a stylized American flag. It features a blue field with white stars in the upper portion and a white field with red stripes in the lower portion. The stars are arranged in a pattern that follows the curve of the stripes. The stripes are red and white, and the blue field is a deep blue. The overall effect is a patriotic and formal background.

CONSENT ITEM

#3

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

BOARD OF COMMISSIONERS:

Gayle Gardner, Chairperson

T.J. Mazzotta, Vice-Chairperson

Tim Burton, Secretary/Treasurer

Trish Becker, Commissioner

Gina LeBlanc, Commissioner



DISTRICT DIRECTOR:

Dr. Rui-De Xue

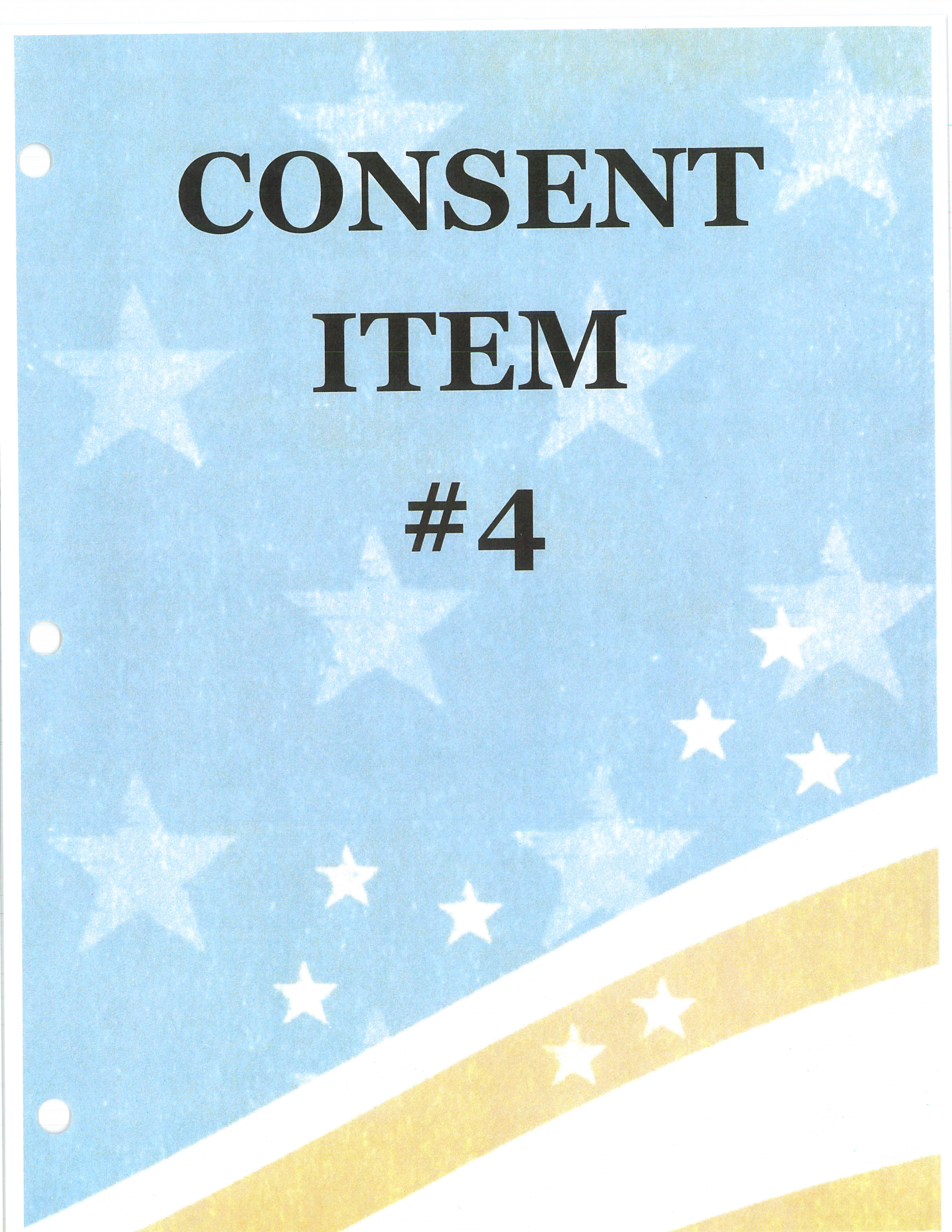
August 4, 2025

From: Dr. Rui-De Xue, Director

RE: Board members attend the FMCA annual meeting, Charlotte Harbor, Nov 17-20, 2025

The Florida Mosquito Control Association (FMCA) will hold its annual meeting in Charlotte Harbor, November 17-20, 2025. Typically, a Commissioner session is held during the meeting. I encourage Board members to join the meeting, as they may have the opportunity to visit the Lee County Mosquito Control District during the meeting. This will benefit the AMCD program through the adoption of learning technology and participation in professional conferences and networks. Based on District policy, any Board member traveling outside of St. Johns County must be approved by the Board. After checking with Board members who are willing and available to join the meeting, I have confirmed that the participants will be Chairperson Ms. Gayle Gardner, Vice Chair Mr. T.J. Mazzotta, and Secretary Mr. Time Burton. The cost includes registration, a 3-night hotel stay, per diem, and mileage, totaling approximately \$1,500 per person. I request that the Board approve this proposal.

Thanks for your support.

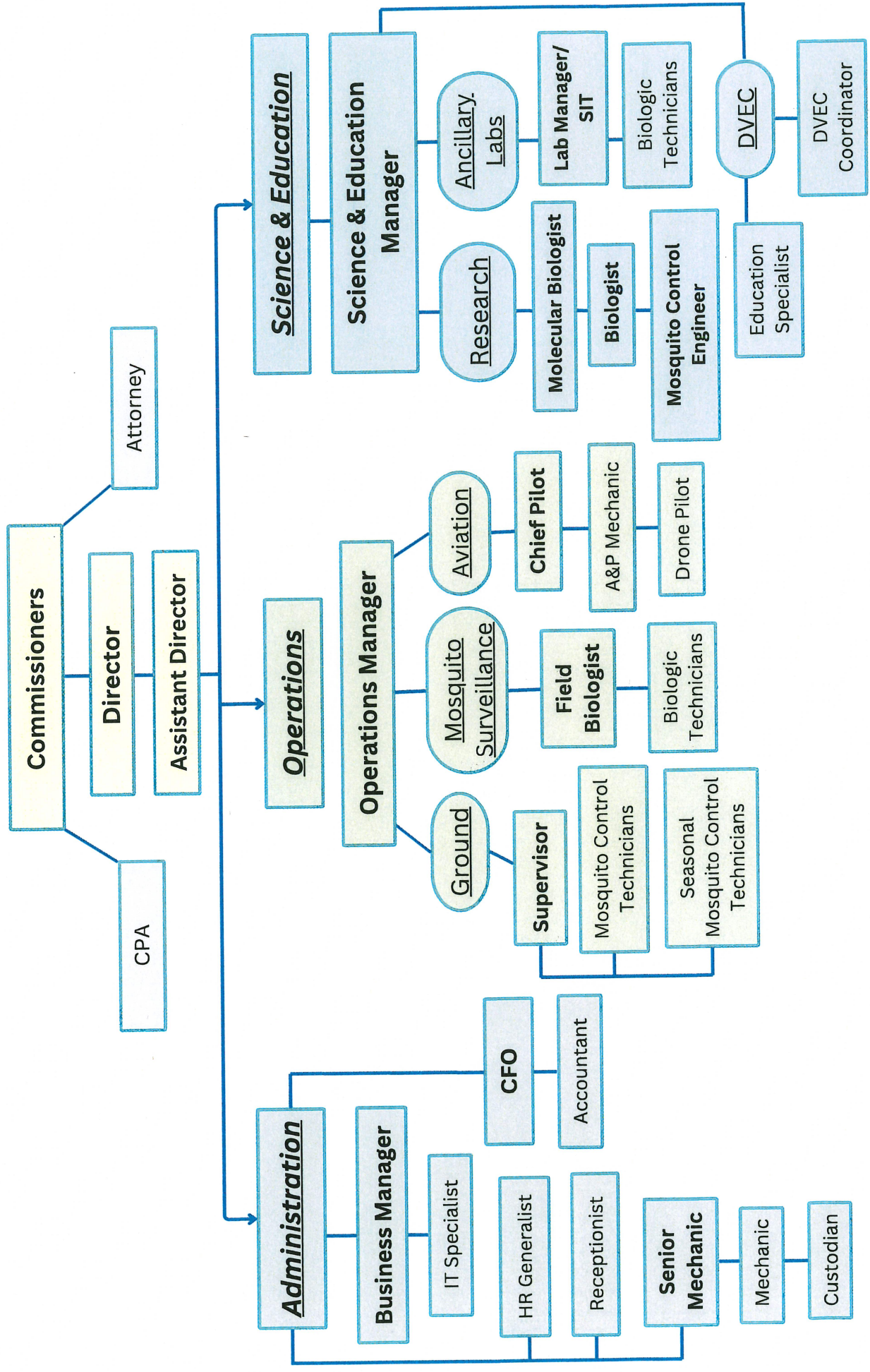
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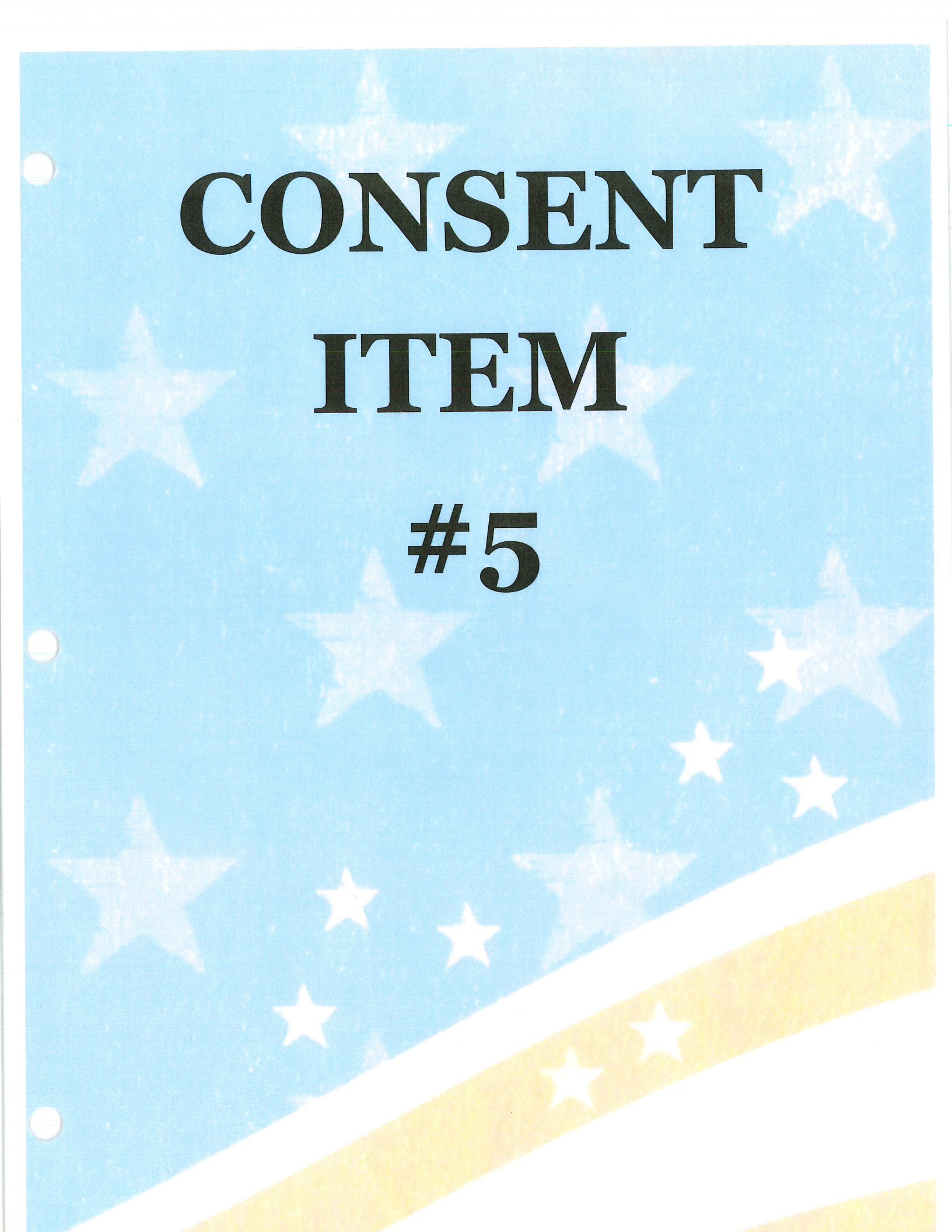
CONSENT ITEM

#4

Aug 2025

AMCD ORGANIZATIONAL CHART



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CONSENT ITEM

#5

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

BOARD OF COMMISSIONERS:

Gayle Gardner, Chairperson

T.J. Mazzotta, Vice-Chairperson

Tim Burton, Secretary/Treasurer

Trish Becker, Commissioner

Gina LeBlanc, Commissioner



DISTRICT DIRECTOR:

Dr. Rui-De Xue

August 4, 2025

From: Dr. Rui-De Xue, Director

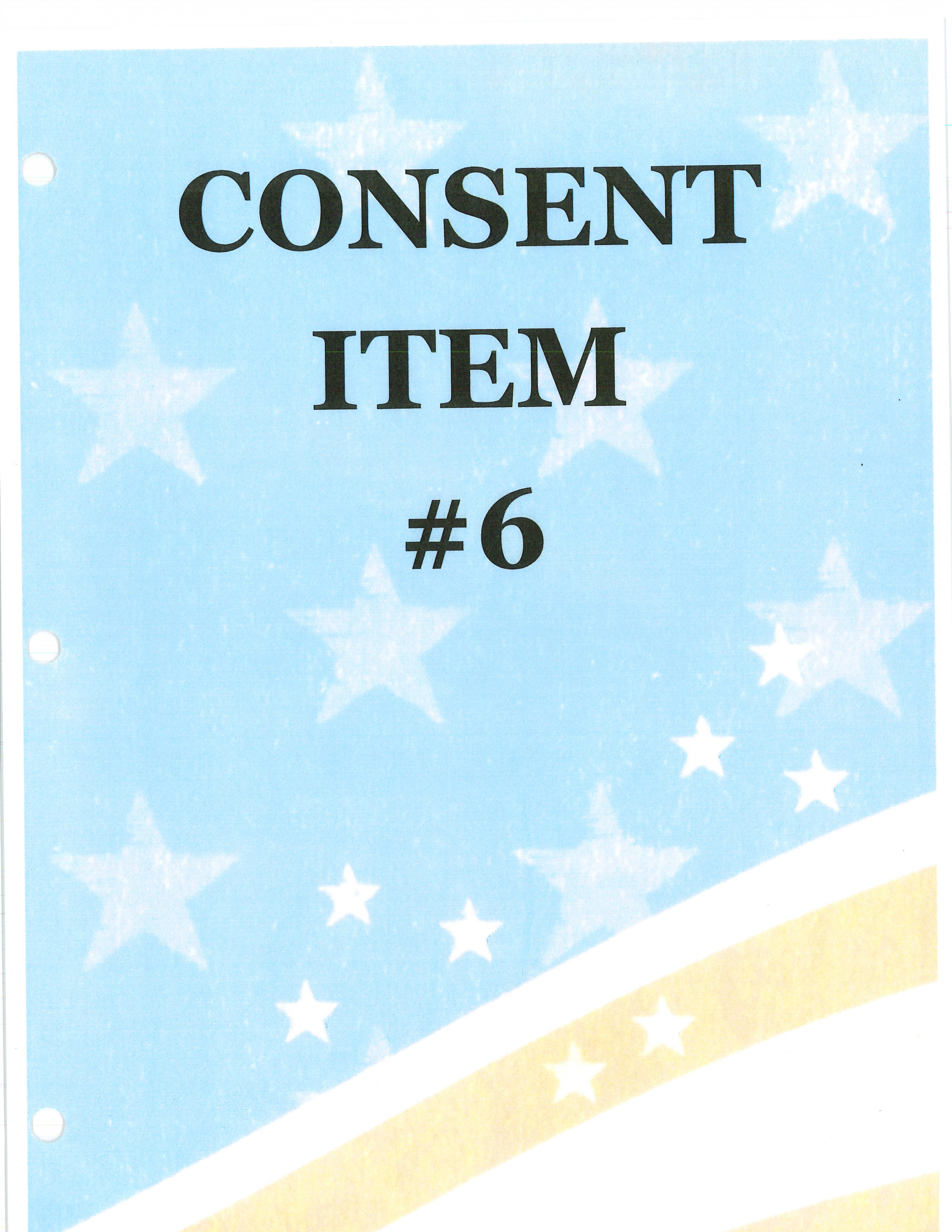
RE: Organize the 21st annual arbovirus surveillance and mosquito control workshop and host the FMCA Fly In Class, March 2-5, 2025

The Florida Mosquito Control Association (FMCA) Fly-in Class Committee has decided to let AMCD host its 2026 Fly-in class, which is expected to attract 160 participants from the state and the nation, on March 2-3, 2026.

Following the Fly In class, AMCD will host its 21st annual arbovirus surveillance and mosquito control workshop on March 4-5, 2025. These classes and workshops will benefit AMCD programs by enabling them to learn new technologies and techniques, promoting collaborations, and bringing more professional business to the District and the county. The FMCA will use the AMCD hangar for the class, and they will handle registration, lunch, and the program. AMCD will hold its 21st workshop, including registration, program, and lunch, by itself.

I request that the Board approve these proposals.

Thanks for your support.

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CONSENT ITEM

#6

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY



TREASURER'S REPORT

July 2025 Reconcile

Report for August 2025 Meeting

Cash Balances Ending:

7/31/25

Wells Fargo (Local Fund)	\$	1,294,675.86
Wells Fargo, Stagecoach Sweep (Investment)	\$	3,719,175.63
Florida Prime Investment Fund	\$	6,192,313.94
Bank of America	\$	378,893.07 (E-Pay Account)
Total Available Funds as of 07/31/25	\$	11,585,058.50

Sources of Income Local/ SBA Fund:

7/31/25

Local Fund- Taxes	\$	180,549.55	(Gross before Commission),
Wells Fargo, Sweep- Ret. On Invest.	\$	16,359.20	4.18% ROI
Florida Prime- Ret. On Invest.	\$	23,365.73	4.46% ROI
Grant Money	\$	8,874.13	UCF Grant \$1,624.13, FDACS \$7,250
EDU Cntr. Concessions	\$	2,919.91	
EDU Donations Box	\$	318.00	
Dormatory Rent	\$	775.59	
Misc.	\$	1,631.50	State of FL. Dept. of Financial Svcs.
Recycle Credit	\$	8.55	Leth & Sons
Workshop (post payment)		147.47	
Total Deposits by 07/31/25	\$	234,949.63	

DVEC Center	July '25	Oct. to July '25	Budget	Over/ (Under) Budget
Income:				
Concession Sales	2,919.91	10,503.06	\$ 15,000.00	(4,496.94)
Donations	318.00	767.00	\$ 2,400.00	(1,633.00)
Total Income	\$ 3,237.91	\$ 11,270.06	\$ 17,400.00	\$ (6,129.94)
Expenditures:				
701.1 · Supplies	408.96	5,300.74	\$ 5,000.00	300.74
701.2 · Inventory	2,212.24	8,363.14	\$ 25,000.00	(16,636.86)
701.3 · Utilities	1,297.95	5,331.23	\$ 20,000.00	(14,668.77)
701.4 · Maintenance, Misc.	-	10,874.97	\$ 15,000.00	(4,125.03)
701.5 · Display's Maintenance	144.00	8,618.86	\$ 8,000.00	618.86
701.6 · Advertising	-	3,093.09	\$ 5,000.00	(1,906.91)
701.7 · Building & Grounds Maint.	-	4,421.50	\$ 10,000.00	(5,578.50)
701.8 · Wages	6,240.00	52,004.68	\$ 60,000.00	(7,995.32)
701.9 · Benefits	1,337.23	11,144.60	12,900.00	(1,755.40)
Total Supply, Utilities, Maint.	\$ 11,640.38	\$ 109,152.81	\$ 160,900.00	\$ (51,747.19)
Capital Outlay:	-			
945.010 · Construct. EDU Cntr (Bldg)	-	86,722.31	\$ -	-
Total Capital Outlay	-	86,722.31	\$ -	-
Total Expenditures	\$ 11,640.38	\$ 195,875.12	\$ 160,900.00	\$ (51,747.19)
Surplus/ (Deficit)	\$ (8,402.47)	\$ (184,605.06)	\$ (143,500.00)	\$ 45,617.25

Anastasia Mosquito Control District
VOUCHERS (Electronic Bill Pay Canceled Checks)
From 07/01/25 thru 07/31/25

Date	Num	Name	Memo	Clr	Amount	Accrual Basis Balance
						\$ 1,498,788.23
110		Wells Fargo Bank - Local				
07/01/2025	ACH	Austin Autry Lawn Care	DVEC Landscaping Maint.	✓	-1,208.33	1,497,579.90
07/01/2025	ACH	Leath Consulting, LLC	Lobbyist Services	✓	-4,000.00	1,493,579.90
07/01/2025	ACH	Advanced IT Support	IT Support for District Server, and Tec	✓	-9,480.00	1,484,099.90
07/01/2025	SWEEP	Wells Fargo- Sweep Account	6032 2020 0039 2663	✓	16,359.20	1,500,459.10
07/01/2025	Direct Dep	Gina LeBlanc	July 2025, Commissioner Suppliss	✓	-100.00	1,500,359.10
07/01/2025	Direct Dep	Timothy J. Burton	July 2025, Commissioner Suppliss	✓	-100.00	1,500,259.10
07/01/2025	Direct Dep	Gayle Gardner	July 2025, Commissioner Suppliss	✓	-100.00	1,500,159.10
07/01/2025	Direct Dep	Thomas J. Mazzotta	July 2025, Commissioner Suppliss	✓	-100.00	1,500,059.10
07/01/2025	Direct Dep	Panagiota Becker	July 2025, Commissioner Suppliss	✓	-100.00	1,499,959.10
07/02/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	34.70	1,499,993.80
07/02/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	213.74	1,500,207.54
07/03/2025	9-#436	Payroll	Taxes Withheld	✓	-30,364.16	1,469,843.38
07/03/2025	9-#436	Payroll	Bank Account, Other	✓	-1,495.00	1,468,348.38
07/03/2025	9-#436	Payroll	Credit Union	✓	-1,700.00	1,466,648.38
07/03/2025	9-#436	Payroll	Net Pay to Bank	✓	-96,013.94	1,370,634.44
07/03/2025	9-#435	EDU Center Sales	DVEC Donations Box June	✓	318.00	1,370,952.44
07/03/2025	Bill.com	Smith, Gambrell & Russell	https://app01.us.bill.com/BillPay?id=bl	✓	-5,780.00	1,365,172.44
07/03/2025	Bill.com	Aba-Con Aviation Services	https://app01.us.bill.com/BillPay?id=bl	✓	-3,727.00	1,361,445.44
07/03/2025	Bill.com	Diane Spoden	https://app01.us.bill.com/BillPay?id=bl	✓	-144.00	1,361,301.44
07/03/2025	Bill.com	Dell Marketing	https://app01.us.bill.com/BillPay?id=bl	✓	-4,268.00	1,357,033.44
07/03/2025	Bill.com	Hagan Ace Mgmt. Corp- 70401	https://app01.us.bill.com/BillPay?id=bl	✓	-64.92	1,356,968.52
07/03/2025	Bill.com	Craft's Trophies & Awards	https://app01.us.bill.com/BillPay?id=bl	✓	-150.00	1,356,818.52
07/03/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	24.50	1,356,843.02
07/03/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	42.34	1,356,885.36
07/03/2025	9-#435	Wells Fargo	Bill Manager 07/03/25 Payables Fund	✓	14,133.92	1,371,019.28
07/03/2025	9-#435	Wells Fargo	Bill Manager 07/03/25 Payables Fund	✓	-14,133.92	1,356,885.36
07/05/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	2.24	1,356,887.60
07/05/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	75.86	1,356,963.46
07/06/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	7.72	1,356,971.18
07/06/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	110.37	1,357,081.55
07/07/2025	Bill.com	Rad-Source	https://app01.us.bill.com/BillPay?id=bl	✓	-5,120.52	1,351,961.03
07/07/2025	9-#436	Wells Fargo	Bill Manager 07/07/25 Payables Fund	✓	5,120.52	1,357,081.55
07/07/2025	9-#436	Wells Fargo	Bill Manager 07/07/25 Payables Fund	✓	-5,120.52	1,351,961.03
07/07/2025	9-#417	Florida Retirement System	FRS June 2025, Payment	✓	-39,701.32	1,312,259.71
07/08/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	2.40	1,312,262.11
07/08/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	0.00	1,312,262.11
07/09/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	90.05	1,312,352.16
07/09/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	147.32	1,312,499.48
07/09/2025	9-#425	Paypal	Misc. Paypal Revenue, Dorm Rent, Si	✓	1,407.62	1,313,907.10
07/10/2025	Bill.com	FPL - EOC DR - Research-4601	https://app01.us.bill.com/BillPay?id=bl	✓	-2,329.10	1,311,578.00
07/10/2025	Bill.com	FPL - EOC DR-Main33191	https://app01.us.bill.com/BillPay?id=bl	✓	-1,905.58	1,309,672.42
07/10/2025	Bill.com	Nemours Children's Health	https://app01.us.bill.com/BillPay?id=bl	✓	-72.00	1,309,600.42
07/10/2025	Bill.com	The Home Depot	https://app01.us.bill.com/BillPay?id=bl	✓	-578.82	1,309,021.60
07/10/2025	Bill.com	Comcast Business-phone	https://app01.us.bill.com/BillPay?id=bl	✓	-408.12	1,308,613.48
07/10/2025	Bill.com	Augustine Alarm, Fire & Sound	https://app01.us.bill.com/BillPay?id=bl	✓	-234.94	1,308,378.54
07/10/2025	Bill.com	COMCAST TV-Internet - 120 E	https://app01.us.bill.com/BillPay?id=bl	✓	-513.46	1,307,865.08
07/10/2025	Bill.com	Walmart Community	https://app01.us.bill.com/BillPay?id=bl	✓	-266.76	1,307,598.32
07/10/2025	Bill.com	Florida Janitor & Paper Supply	https://app01.us.bill.com/BillPay?id=bl	✓	-366.59	1,307,231.73
07/10/2025	Bill.com	Cintas Fire Protection	https://app01.us.bill.com/BillPay?id=bl	✓	-750.00	1,306,481.73
07/10/2025	Bill.com	COPYFAX	https://app01.us.bill.com/BillPay?id=bl	✓	-481.58	1,306,000.15
07/10/2025	Bill.com	TPH The Parts House	https://app01.us.bill.com/BillPay?id=bl	✓	-209.89	1,305,790.26
07/10/2025	Bill.com	FPL - EDU CENTER	https://app01.us.bill.com/BillPay?id=bl	✓	-531.78	1,305,258.48
07/10/2025	8659	Gruhn May, Inc.		✓	-64,002.45	1,241,256.03
07/10/2025	9-#437	Wells Fargo	Bill Manager 07/10/25 Payables Fund	✓	8,648.62	1,249,904.65
07/10/2025	9-#437	Wells Fargo	Bill Manager 07/10/25 Payables Fund	✓	-8,648.62	1,241,256.03
07/10/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	44.13	1,241,300.16
07/10/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	149.90	1,241,450.06
07/10/2025	9-#421	Jennifer Ravan, Tax Collector	Distrib. #10 YE 2025	✓	173,925.75	1,415,375.81
07/11/2025	Bill.com	CINTAS- 120 EOC- MAIN	https://app01.us.bill.com/BillPay?id=bl	✓	-196.00	1,415,179.81
07/11/2025	Bill.com	MGT Impact Solutions, LLC	https://app01.us.bill.com/BillPay?id=bl	✓	-20,550.00	1,394,629.81
07/11/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	34.88	1,394,664.69
07/11/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	98.66	1,394,763.35
07/11/2025	9-#436	Wells Fargo	Bill Manager 07/11/25 Payables Fund	✓	20,746.00	1,415,509.35
07/11/2025	9-#436	Wells Fargo	Bill Manager 07/11/25 Payables Fund	✓	-20,746.00	1,394,763.35
07/11/2025	ACH Debit	Paypal	Gmail, CFO, Memory Expansion	✓	-1.99	1,394,761.36
07/11/2025	9-#427	Wells Fargo CC Processing	EDU Center, Credit Card Processing I	✓	-139.07	1,394,622.29
07/12/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	9.16	1,394,631.45

Anastasia Mosquito Control District
VOUCHERS (Electronic Bill Pay Canceled Checks)
From 07/01/25 thru 07/31/25

07/12/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	53.14	1,394,684.59
07/13/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	2.76	1,394,687.35
07/13/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	140.01	1,394,827.36
07/14/2025	9-#426	State of FL, Depart. of Revenue	April-June, 2025 Sales Tax Paid	✓	-244.16	1,394,583.20
07/14/2025	9-#426	Jennifer Ravan, Tax Collector	Delinquent Distrib. #3	✓	3,012.80	1,397,596.00
07/15/2025	Bill.com	Ring Power Corporation	https://app01.us.bill.com/BillPay?id=bl	✓	-7,399.15	1,390,196.85
07/15/2025	Bill.com	Advance Auto Parts	https://app01.us.bill.com/BillPay?id=bl	✓	-401.27	1,389,795.58
07/15/2025	Bill.com	American Mosquito Cont. Asso	https://app01.us.bill.com/BillPay?id=bl	✓	-5,525.00	1,384,270.58
07/15/2025	9-#437	Wells Fargo	Bill Manager 07/15/25 Payables Fund	✓	13,325.42	1,397,596.00
07/15/2025	9-#437	Wells Fargo	Bill Manager 07/15/25 Payables Fund	✓	-13,325.42	1,384,270.58
07/15/2025	Phone Pay	Bank of America	4356 2200 0207 4579	✓	-52,193.34	1,332,077.24
07/16/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	63.42	1,332,140.66
07/16/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	147.21	1,332,287.87
07/17/2025	9-#435	Payroll	Taxes Withheld	✓	-32,463.42	1,299,824.45
07/17/2025	9-#435	Payroll	Bank Account, Other	✓	-2,095.00	1,297,729.45
07/17/2025	9-#435	Payroll	Credit Union	✓	-1,700.00	1,296,029.45
07/17/2025	9-#435	Payroll	Net Pay to Bank	✓	-97,924.95	1,198,104.50
07/17/2025	8660	Happy Heart Farms	Surveillance Chickens		-600.00	1,197,504.50
07/17/2025	Bill.com	L.V. Hiers, Inc.	https://app01.us.bill.com/BillPay?id=bl	✓	-9,519.37	1,187,985.13
07/17/2025	Bill.com	United Concordia	https://app01.us.bill.com/BillPay?id=bl	✓	-2,075.80	1,185,909.33
07/17/2025	9-#419	Wells Fargo	Bill Manager 07/17/25 Payables Fund	✓	11,595.17	1,197,504.50
07/17/2025	9-#419	Wells Fargo	Bill Manager 07/17/25 Payables Fund	✓	-11,595.17	1,185,909.33
07/17/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	19.79	1,185,929.12
07/17/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	181.61	1,186,110.73
07/18/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	0.00	1,186,110.73
07/18/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	111.39	1,186,222.12
07/18/2025	9-#418	Ruide Xue	FES annual meeting Dr. Xue travel rei	✓	-98.00	1,186,124.12
07/19/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	112.35	1,186,236.47
07/19/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	55.17	1,186,291.64
07/20/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	4.47	1,186,296.11
07/20/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	119.22	1,186,415.33
07/21/2025	Phone Pay	Bank of America	4356 2200 0207 4579	✓	-13,362.62	1,173,052.71
07/22/2025	9-#420	Wells Fargo	Bill Manager 07/22/25 Credit P250417	✓	530.45	1,173,583.16
07/22/2025	9-#420	Wells Fargo	Bill Manager 07/22/25 Credit P250417	✓	-530.45	1,173,052.71
07/22/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	69.80	1,173,122.51
07/22/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	262.03	1,173,384.54
07/22/2025	9-#435	TPH The Parts House	VOID- Payment	✓	530.45	1,173,914.99
07/23/2025	9-#440	Leth & Son	Batteries	✓	8.55	1,173,923.54
07/23/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	0.00	1,173,923.54
07/23/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	60.00	1,173,983.54
07/24/2025	9-#477	State of Florida, Dept. of Fin. S	G8800 Grant 4.1.25-6.30.25	✓	7,250.00	1,181,233.54
07/24/2025	9-#477	State of Florida, Dept. of Fin. S	Misc. unclaimed property	✓	1,631.50	1,182,865.04
07/24/2025	9-#477	ThompsonBaker Agency, Inc.	Returned premium	✓	15.48	1,182,880.52
07/24/2025	9-#418	Ruide Xue	Erroneous Duplicate Payment, Deduc	✓	-98.00	1,182,782.52
07/24/2025	8661	Gruhn May, Inc.			-205,105.00	977,677.52
07/24/2025	Bill.com	Dell Marketing	https://app01.us.bill.com/BillPay?id=bl	✓	-6,243.00	971,434.52
07/24/2025	Bill.com	Dell Marketing	https://app01.us.bill.com/BillPay?id=bl	✓	-1,220.00	970,214.52
07/24/2025	N/A	Arthur J. Gallagher Risk Mgmt.	#5693055	✓	-70,934.32	899,280.20
07/24/2025	Bill.com	Diane Spoden	https://app01.us.bill.com/BillPay?id=bl	✓	-288.00	898,992.20
07/24/2025	Bill.com	Air Solutions Heating & Cooling	https://app01.us.bill.com/BillPay?id=bl	✓	-695.00	898,297.20
07/24/2025	9-#424	Wells Fargo	Bill Manager 07/24/25 Payables Fund	✓	8,446.00	906,743.20
07/24/2025	9-#424	Wells Fargo	Bill Manager 07/24/25 Payables Fund	✓	-8,446.00	898,297.20
07/24/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	24.11	898,321.31
07/24/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	69.63	898,390.94
07/25/2025	Bill.com	Mosquito Mate	https://app01.us.bill.com/BillPay?id=bl	✓	-5,500.00	892,890.94
07/25/2025	Bill.com	AFLAC	https://app01.us.bill.com/BillPay?id=bl	✓	-144.48	892,746.46
07/25/2025	9-#423	Wells Fargo	Bill Manager 07/25/25 Payables Fund	✓	5,644.48	898,390.94
07/25/2025	9-#423	Wells Fargo	Bill Manager 07/25/25 Payables Fund	✓	-5,644.48	892,746.46
07/25/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	22.37	892,768.83
07/25/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	11.01	892,779.84
07/26/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	9.84	892,789.68
07/26/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	40.28	892,829.96
07/27/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	24.84	892,854.80
07/27/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	44.25	892,899.05
07/29/2025	9-#419	Morgan Duett	Airboat Gas Reimbursement	✓	-23.98	892,875.07
07/30/2025	Bill.com	COPYFAX	https://app01.us.bill.com/BillPay?id=bl	✓	-334.74	892,540.33
07/30/2025	Bill.com	Smith, Gambrell & Russell	https://app01.us.bill.com/BillPay?id=bl	✓	-4,162.50	888,377.83
07/30/2025	Bill.com	Verizon Wireless Cell Phones	https://app01.us.bill.com/BillPay?id=bl	✓	-1,119.30	887,258.53
07/30/2025	Bill.com	St. Johns County Utility Dept. -	https://app01.us.bill.com/BillPay?id=bl	✓	-529.85	886,728.68
07/30/2025	Bill.com	Feedin' Time	https://app01.us.bill.com/BillPay?id=bl	✓	-300.00	886,428.68
07/30/2025	9-#434	EDU Center Sales	EDU SALES, CASH	✓	26.66	886,455.34
07/30/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD	✓	113.05	886,568.39

Anastasia Mosquito Control District
VOUCHERS (Electronic Bill Pay Canceled Checks)
From 07/01/25 thru 07/31/25

07/31/2025	9-#422	Payroll	Taxes Withheld	√	-30,140.82	856,427.57
07/31/2025	9-#422	Payroll	Bank Account, Other	√	-1,645.00	854,782.57
07/31/2025	9-#422	Payroll	Credit Union	√	-1,200.00	853,582.57
07/31/2025	9-#422	Payroll	Net Pay to Bank	√	-93,740.11	759,842.46
07/31/2025		Wells Fargo	SWEEP PURCHASE	√	-175,457.74	584,384.72
07/31/2025		Wells Fargo	SWEEP SELL	√	512,540.70	1,096,925.42
07/31/2025		Wells Fargo	SWEEP, Funds Pending Redemption	√	287,874.21	1,384,799.63
07/31/2025	9-#434	EDU Center Sales	EDU SALES, CASH		42.26	1,384,841.89
07/31/2025	9-#434	EDU Center Sales	EDU SALES, CREDIT CARD		160.98	1,385,002.87
07/31/2025	Phone Pay	Bank of America	4356 2200 0207 4579	√	-30,310.72	1,354,692.15
07/31/2025	9-#417	Florida Retirement System	FRS June 2025, Payment	√	-60,016.29	1,294,675.86
			TOTAL		<u>\$(204,112.37)</u>	<u>\$ 1,294,675.86</u>

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Anastasia Mosquito Control District
Reconciliation Summary
110 · Wells Fargo Bank - Local, Period Ending 07/31/2025

	Jul 31, 25
Beginning Balance	1,500,000.00
Cleared Transactions	
Checks and Payments - 83 items	-1,123,411.78
Deposits and Credits - 64 items	1,123,411.78
Total Cleared Transactions	
Cleared Balance	1,500,000.00
Uncleared Transactions	
Checks and Payments - 2 items	-205,705.00
Deposits and Credits - 9 items	380.86
Total Uncleared Transactions	-205,324.14
Register Balance as of 07/31/2025	1,294,675.86
New Transactions	
Checks and Payments - 2 items	-2,244.78
Total New Transactions	-2,244.78
Ending Balance	1,292,431.08

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Anastasia Mosquito Control District

Reconciliation Detail

110 · Wells Fargo Bank - Local, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,500,000.00
Cleared Transactions						
Checks and Payments - 83 items						
Bill Pmt -Check	06/26/2025	8658	VyStar Credit Union	X	-1,350.00	-1,350.00
General Journal	06/27/2025	9-#436	Wells Fargo	X	-27,509.95	-28,859.95
Bill Pmt -Check	07/01/2025	ACH	Advanced IT Support	X	-9,480.00	-38,339.95
Bill Pmt -Check	07/01/2025	ACH	Leath Consulting, LLC	X	-4,000.00	-42,339.95
Bill Pmt -Check	07/01/2025	ACH	Austin Autry Lawn C...	X	-1,208.33	-43,548.28
General Journal	07/01/2025	Direct ...	Thomas J. Mazzotta	X	-100.00	-43,648.28
General Journal	07/01/2025	Direct ...	Timothy J. Burton	X	-100.00	-43,748.28
General Journal	07/01/2025	Direct ...	Gina LeBlanc	X	-100.00	-43,848.28
General Journal	07/01/2025	Direct ...	Gayle Gardner	X	-100.00	-43,948.28
General Journal	07/01/2025	Direct ...	Panagiota Becker	X	-100.00	-44,048.28
General Journal	07/03/2025	9-#436	Payroll	X	-96,013.94	-140,062.22
General Journal	07/03/2025	9-#436	Payroll	X	-30,364.16	-170,426.38
General Journal	07/03/2025	9-#435	Wells Fargo	X	-14,133.92	-184,560.30
Bill Pmt -Check	07/03/2025	Bill.com	Smith, Gambrell & R...	X	-5,780.00	-190,340.30
Bill Pmt -Check	07/03/2025	Bill.com	Dell Marketing	X	-4,268.00	-194,608.30
Bill Pmt -Check	07/03/2025	Bill.com	Aba-Con Aviation S...	X	-3,727.00	-198,335.30
General Journal	07/03/2025	9-#436	Payroll	X	-1,700.00	-200,035.30
General Journal	07/03/2025	9-#436	Payroll	X	-1,495.00	-201,530.30
Bill Pmt -Check	07/03/2025	Bill.com	Craft's Trophies & A...	X	-150.00	-201,680.30
Bill Pmt -Check	07/03/2025	Bill.com	Diane Spoden	X	-144.00	-201,824.30
Bill Pmt -Check	07/03/2025	Bill.com	Hagan Ace Mgmt. C...	X	-64.92	-201,889.22
General Journal	07/07/2025	9-#417	Florida Retirement S...	X	-39,701.32	-241,590.54
Bill Pmt -Check	07/07/2025	Bill.com	Rad-Source	X	-5,120.52	-246,711.06
General Journal	07/07/2025	9-#436	Wells Fargo	X	-5,120.52	-251,831.58
Bill Pmt -Check	07/10/2025	8659	Gruhn May, Inc.	X	-64,002.45	-315,834.03
General Journal	07/10/2025	9-#437	Wells Fargo	X	-8,648.62	-324,482.65
Bill Pmt -Check	07/10/2025	Bill.com	FPL - EOC DR - Re...	X	-2,329.10	-326,811.75
Bill Pmt -Check	07/10/2025	Bill.com	FPL - EOC DR-Main...	X	-1,905.58	-328,717.33
Bill Pmt -Check	07/10/2025	Bill.com	Cintas Fire Protection	X	-750.00	-329,467.33
Bill Pmt -Check	07/10/2025	Bill.com	The Home Depot	X	-578.82	-330,046.15
Bill Pmt -Check	07/10/2025	Bill.com	FPL - EDU CENTER	X	-531.78	-330,577.93
Bill Pmt -Check	07/10/2025	Bill.com	COMCAST TV-Inter...	X	-513.46	-331,091.39
Bill Pmt -Check	07/10/2025	Bill.com	COPYFAX	X	-481.58	-331,572.97
Bill Pmt -Check	07/10/2025	Bill.com	Comcast Business-...	X	-408.12	-331,981.09
Bill Pmt -Check	07/10/2025	Bill.com	Florida Janitor & Pa...	X	-366.59	-332,347.68
Bill Pmt -Check	07/10/2025	Bill.com	Walmart Community	X	-266.76	-332,614.44
Bill Pmt -Check	07/10/2025	Bill.com	Augustine Alarm, Fir...	X	-234.94	-332,849.38
Bill Pmt -Check	07/10/2025	Bill.com	TPH The Parts House	X	-209.89	-333,059.27
Bill Pmt -Check	07/10/2025	Bill.com	Nemours Children's ...	X	-72.00	-333,131.27
General Journal	07/11/2025	9-#436	Wells Fargo	X	-20,746.00	-353,877.27
Bill Pmt -Check	07/11/2025	Bill.com	MGT Impact Solutio...	X	-20,550.00	-374,427.27
Bill Pmt -Check	07/11/2025	Bill.com	CINTAS- 120 EOC- ...	X	-196.00	-374,623.27
General Journal	07/11/2025	9-#427	Wells Fargo CC Pro...	X	-139.07	-374,762.34
Bill Pmt -Check	07/11/2025	ACH ...	Paypal	X	-1.99	-374,764.33
General Journal	07/14/2025	9-#426	State of FL, Depart. ...	X	-244.16	-375,008.49
Bill Pmt -Check	07/15/2025	Phone...	Bank of America	X	-52,193.34	-427,201.83
General Journal	07/15/2025	9-#437	Wells Fargo	X	-13,325.42	-440,527.25
Bill Pmt -Check	07/15/2025	Bill.com	Ring Power Corpora...	X	-7,399.15	-447,926.40
Bill Pmt -Check	07/15/2025	Bill.com	American Mosquito ...	X	-5,525.00	-453,451.40
Bill Pmt -Check	07/15/2025	Bill.com	Advance Auto Parts	X	-401.27	-453,852.67
General Journal	07/17/2025	9-#435	Payroll	X	-97,924.95	-551,777.62
General Journal	07/17/2025	9-#435	Payroll	X	-32,463.42	-584,241.04
General Journal	07/17/2025	9-#419	Wells Fargo	X	-11,595.17	-595,836.21
Bill Pmt -Check	07/17/2025	Bill.com	L.V. Hiers, Inc.	X	-9,519.37	-605,355.58
General Journal	07/17/2025	9-#435	Payroll	X	-2,095.00	-607,450.58
Bill Pmt -Check	07/17/2025	Bill.com	United Concordia	X	-2,075.80	-609,526.38
General Journal	07/17/2025	9-#435	Payroll	X	-1,700.00	-611,226.38
General Journal	07/18/2025	9-#418	Ruide Xue	X	-98.00	-611,324.38
Bill Pmt -Check	07/21/2025	Phone...	Bank of America	X	-13,362.62	-624,687.00
General Journal	07/22/2025	9-#420	Wells Fargo	X	-530.45	-625,217.45
Bill Pmt -Check	07/24/2025	N/A	Arthur J. Gallagher ...	X	-70,934.32	-696,151.77
General Journal	07/24/2025	9-#424	Wells Fargo	X	-8,446.00	-704,597.77
Bill Pmt -Check	07/24/2025	Bill.com	Dell Marketing	X	-6,243.00	-710,840.77
Bill Pmt -Check	07/24/2025	Bill.com	Dell Marketing	X	-1,220.00	-712,060.77
Bill Pmt -Check	07/24/2025	Bill.com	Air Solutions Heatin...	X	-695.00	-712,755.77
Bill Pmt -Check	07/24/2025	Bill.com	Diane Spoden	X	-288.00	-713,043.77
General Journal	07/24/2025	9-#418	Ruide Xue	X	-98.00	-713,141.77
General Journal	07/25/2025	9-#423	Wells Fargo	X	-5,644.48	-718,786.25
Bill Pmt -Check	07/25/2025	Bill.com	Mosquito Mate	X	-5,500.00	-724,286.25
Bill Pmt -Check	07/25/2025	Bill.com	AFLAC	X	-144.48	-724,430.73
General Journal	07/29/2025	9-#419	Morgan Duett	X	-23.98	-724,454.71

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	07/30/2025	Bill.com	Smith, Gambrell & R...	X	-4,162.50	-728,617.21
Bill Pmt -Check	07/30/2025	Bill.com	Verizon Wireless Ce...	X	-1,119.30	-729,736.51
Bill Pmt -Check	07/30/2025	Bill.com	St. Johns County Uti...	X	-529.85	-730,266.36
Bill Pmt -Check	07/30/2025	Bill.com	COPYFAX	X	-334.74	-730,601.10
Bill Pmt -Check	07/30/2025	Bill.com	Feedin' Time	X	-300.00	-730,901.10
Deposit	07/31/2025		Wells Fargo	X	-175,457.74	-906,358.84
General Journal	07/31/2025	9-#422	Payroll	X	-93,740.11	-1,000,098.95
General Journal	07/31/2025	9-#417	Florida Retirement S...	X	-60,016.29	-1,060,115.24
Bill Pmt -Check	07/31/2025	Phone...	Bank of America	X	-30,310.72	-1,090,425.96
General Journal	07/31/2025	9-#422	Payroll	X	-30,140.82	-1,120,566.78
General Journal	07/31/2025	9-#422	Payroll	X	-1,645.00	-1,122,211.78
General Journal	07/31/2025	9-#422	Payroll	X	-1,200.00	-1,123,411.78

Total Checks and Payments

-1,123,411.78 -1,123,411.78

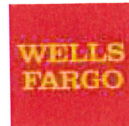
Deposits and Credits - 64 items

General Journal	06/25/2025	9-#434	EDU Center Sales	X	33.26	33.26
General Journal	06/26/2025	9-#434	EDU Center Sales	X	34.58	67.84
General Journal	06/27/2025	9-#434	EDU Center Sales	X	13.74	81.58
General Journal	06/27/2025	9-#436	Wells Fargo	X	27,509.95	27,591.53
General Journal	06/28/2025	9-#434	EDU Center Sales	X	42.27	27,633.80
General Journal	06/29/2025	9-#434	EDU Center Sales	X	14.38	27,648.18
Deposit	07/01/2025	SWEEP	Wells Fargo- Sweep...	X	16,359.20	44,007.38
General Journal	07/02/2025	9-#434	EDU Center Sales	X	34.70	44,042.08
General Journal	07/02/2025	9-#434	EDU Center Sales	X	213.74	44,255.82
General Journal	07/03/2025	9-#434	EDU Center Sales	X	24.50	44,280.32
General Journal	07/03/2025	9-#434	EDU Center Sales	X	42.34	44,322.66
General Journal	07/03/2025	9-#435	EDU Center Sales	X	318.00	44,640.66
General Journal	07/03/2025	9-#435	Wells Fargo	X	14,133.92	58,774.58
General Journal	07/05/2025	9-#434	EDU Center Sales	X	2.24	58,776.82
General Journal	07/05/2025	9-#434	EDU Center Sales	X	75.86	58,852.68
General Journal	07/06/2025	9-#434	EDU Center Sales	X	7.72	58,860.40
General Journal	07/06/2025	9-#434	EDU Center Sales	X	110.37	58,970.77
General Journal	07/07/2025	9-#436	Wells Fargo	X	5,120.52	64,091.29
General Journal	07/08/2025	9-#434	EDU Center Sales	X		64,091.29
General Journal	07/08/2025	9-#434	EDU Center Sales	X	2.40	64,093.69
General Journal	07/09/2025	9-#434	EDU Center Sales	X	90.05	64,183.74
General Journal	07/09/2025	9-#434	EDU Center Sales	X	147.32	64,331.06
General Journal	07/09/2025	9-#425	Paypal	X	1,407.62	65,738.68
General Journal	07/10/2025	9-#434	EDU Center Sales	X	44.13	65,782.81
General Journal	07/10/2025	9-#434	EDU Center Sales	X	149.90	65,932.71
General Journal	07/10/2025	9-#437	Wells Fargo	X	8,648.62	74,581.33
General Journal	07/10/2025	9-#421	Jennifer Ravan, Tax...	X	173,925.75	248,507.08
General Journal	07/11/2025	9-#434	EDU Center Sales	X	34.88	248,541.96
General Journal	07/11/2025	9-#434	EDU Center Sales	X	98.66	248,640.62
General Journal	07/11/2025	9-#436	Wells Fargo	X	20,746.00	269,386.62
General Journal	07/12/2025	9-#434	EDU Center Sales	X	9.16	269,395.78
General Journal	07/12/2025	9-#434	EDU Center Sales	X	53.14	269,448.92
General Journal	07/13/2025	9-#434	EDU Center Sales	X	2.76	269,451.68
General Journal	07/13/2025	9-#434	EDU Center Sales	X	140.01	269,591.69
General Journal	07/14/2025	9-#426	Jennifer Ravan, Tax...	X	3,012.80	272,604.49
General Journal	07/15/2025	9-#437	Wells Fargo	X	13,325.42	285,929.91
General Journal	07/16/2025	9-#434	EDU Center Sales	X	63.42	285,993.33
General Journal	07/16/2025	9-#434	EDU Center Sales	X	147.21	286,140.54
General Journal	07/17/2025	9-#434	EDU Center Sales	X	19.79	286,160.33
General Journal	07/17/2025	9-#434	EDU Center Sales	X	181.61	286,341.94
General Journal	07/17/2025	9-#419	Wells Fargo	X	11,595.17	297,937.11
General Journal	07/18/2025	9-#434	EDU Center Sales	X		297,937.11
General Journal	07/18/2025	9-#434	EDU Center Sales	X	111.39	298,048.50
General Journal	07/19/2025	9-#434	EDU Center Sales	X	55.17	298,103.67
General Journal	07/19/2025	9-#434	EDU Center Sales	X	112.35	298,216.02
General Journal	07/20/2025	9-#434	EDU Center Sales	X	4.47	298,220.49
General Journal	07/20/2025	9-#434	EDU Center Sales	X	119.22	298,339.71
General Journal	07/22/2025	9-#434	EDU Center Sales	X	262.03	298,601.74
General Journal	07/22/2025	9-#435	TPH The Parts House	X	530.45	299,132.19
General Journal	07/22/2025	9-#420	Wells Fargo	X	530.45	299,662.64
General Journal	07/23/2025	9-#440	Leth & Son	X	8.55	299,671.19
General Journal	07/23/2025	9-#434	EDU Center Sales	X	60.00	299,731.19
General Journal	07/24/2025	9-#477	ThompsonBaker Ag...	X	15.48	299,746.67
General Journal	07/24/2025	9-#434	EDU Center Sales	X	69.63	299,816.30
General Journal	07/24/2025	9-#477	State of Florida, Dep...	X	1,631.50	301,447.80
General Journal	07/24/2025	9-#477	State of Florida, Dep...	X	7,250.00	308,697.80
General Journal	07/24/2025	9-#424	Wells Fargo	X	8,446.00	317,143.80
General Journal	07/25/2025	9-#434	EDU Center Sales	X	11.01	317,154.81
General Journal	07/25/2025	9-#423	Wells Fargo	X	5,644.48	322,799.29

Type	Date	Num	Name	Clr	Amount	Balance
General Journal	07/26/2025	9-#434	EDU Center Sales	X	40.28	322,839.57
General Journal	07/27/2025	9-#434	EDU Center Sales	X	44.25	322,883.82
General Journal	07/30/2025	9-#434	EDU Center Sales	X	113.05	322,996.87
Check	07/31/2025		Wells Fargo	X	287,874.21	610,871.08
Check	07/31/2025		Wells Fargo	X	512,540.70	1,123,411.78
Total Deposits and Credits					1,123,411.78	1,123,411.78
Total Cleared Transactions						
Cleared Balance						1,500,000.00
Uncleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	07/17/2025	8660	Happy Heart Farms		-600.00	-600.00
Bill Pmt -Check	07/24/2025	8661	Gruhn May, Inc.		-205,105.00	-205,705.00
Total Checks and Payments					-205,705.00	-205,705.00
Deposits and Credits - 9 items						
General Journal	07/22/2025	9-#434	EDU Center Sales		69.80	69.80
General Journal	07/23/2025	9-#434	EDU Center Sales			69.80
General Journal	07/24/2025	9-#434	EDU Center Sales		24.11	93.91
General Journal	07/25/2025	9-#434	EDU Center Sales		22.37	116.28
General Journal	07/26/2025	9-#434	EDU Center Sales		9.84	126.12
General Journal	07/27/2025	9-#434	EDU Center Sales		24.84	150.96
General Journal	07/30/2025	9-#434	EDU Center Sales		26.66	177.62
General Journal	07/31/2025	9-#434	EDU Center Sales		42.26	219.88
General Journal	07/31/2025	9-#434	EDU Center Sales		160.98	380.86
Total Deposits and Credits					380.86	380.86
Total Uncleared Transactions					-205,324.14	-205,324.14
Register Balance as of 07/31/2025					-205,324.14	1,294,675.86
New Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	08/04/2025	8662	Pierce Garvis		-1,600.00	-1,600.00
Bill Pmt -Check	08/08/2025	Bill.com	Walmart Community		-644.78	-2,244.78
Total Checks and Payments					-2,244.78	-2,244.78
Total New Transactions					-2,244.78	-2,244.78
Ending Balance					-207,568.92	1,292,431.08

Commercial Checking Acct Public Funds

Account number: 2330018000016 ■ July 1, 2025 - July 31, 2025 ■ Page 1 of 9



ANASTASIA MOSQUITO DISTRICT OF
ST JOHNS COUNTY
LOCAL FUND
120 EOC DR
SAINT AUGUSTINE FL 32092-0927

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (182)
PO Box 63020
San Francisco, CA 94163

Account summary

Commercial Checking Acct Public Funds

Account number	Beginning balance	Total credits	Total debits	Ending balance
2330018000016	\$1,500,000.00	\$1,007,711.25	-\$1,007,711.25	\$1,500,000.00

Credits

Deposits

Effective date	Posted date	Amount	Transaction detail
	07/08	525.39	Deposit
	07/14	183.38	Deposit
	07/24	9,105.56	Deposit
		\$9,814.33	Total deposits

Electronic deposits/bank credits

Effective date	Posted date	Amount	Transaction detail
	07/01	16,359.20	Sweep Dividend Deposit ACH Dividend Tra
	07/02	115,247.27	Sweep Transfer From Investment
	07/03	213.74	07/03Bankcard Deposit -0328148597
	07/03	44,284.34	Sweep Transfer From Investment
	07/07	42.34	07/05Bankcard Deposit -0328148597
	07/07	75.86	07/07Bankcard Deposit -0328148597
	07/07	110.37	07/07Bankcard Deposit -0328148597
	07/07	44,593.27	Sweep Transfer From Investment
	07/09	1,407.62	Paypal Transfer 250709 1043408196735 Anastasia Mosquito Con
	07/10	147.32	07/10Bankcard Deposit -0328148597
	07/10	8,501.30	Sweep Transfer From Investment
	07/11	149.90	07/11Bankcard Deposit -0328148597
	07/11	173,925.75	St. Johns CO. Ta Dist#10 Mosq Control Mosquito Control
	07/14	53.14	07/14Bankcard Deposit -0328148597
	07/14	98.66	07/14Bankcard Deposit -0328148597
	07/14	140.01	07/14Bankcard Deposit -0328148597
	07/15	3,012.80	St. Johns CO. Ta Delq Dist Mosq Control Mosquito Control

JULY 2025 SWEEP ACCT. Reconcile

DEBIT Account		CREDIT Account	
Return to Wells Fargo		Sweep Purchase	
SELL		PURCHASE	
Externally Accrued ROI, Not transferred from Sweep Account, to Wells Acct. #110	\$ 16,359.20		15,859.20
	115,247.27		525.39
	44,284.34		1,407.62
	44,593.27		153,188.59
	8,501.30		475.19
	62,750.12		83.61
	209,633.78		530.45
	13,076.84		60.00
	7,983.41		3,232.15
	23.98		95.54
	6,446.39		
	\$ 512,540.70	J/E	\$ 175,457.74
	\$ 287,874.21	J/E	
Funds Pending Redemption		Funds Pending Investment	

3:52 PM
08/04/25

Anastasia Mosquito Control District
Reconciliation Summary
111 · Wells Fargo- Sweep Account, Period Ending 07/31/2025

	Jul 31, 25
Beginning Balance	4,343,790.08
Cleared Transactions	
Checks and Payments - 2 items	-800,414.91
Deposits and Credits - 2 items	175,800.46
Total Cleared Transactions	-624,614.45
Cleared Balance	3,719,175.63
Register Balance as of 07/31/2025	3,719,175.63
Ending Balance	3,719,175.63

3:52 PM

08/04/25

Anastasia Mosquito Control District

Reconciliation Detail

111 - Wells Fargo- Sweep Account, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						4,343,790.08
Cleared Transactions						
Checks and Payments - 2 items						
Check	07/31/2025		Wells Fargo	X	-512,540.70	-512,540.70
Check	07/31/2025		Wells Fargo	X	-287,874.21	-800,414.91
Total Checks and Payments					-800,414.91	-800,414.91
Deposits and Credits - 2 items						
Deposit	06/30/2025	SWEEP	Wells Fargo	X	342.72	342.72
Deposit	07/31/2025		Wells Fargo	X	175,457.74	175,800.46
Total Deposits and Credits					175,800.46	175,800.46
Total Cleared Transactions					-624,614.45	-624,614.45
Cleared Balance					-624,614.45	3,719,175.63
Register Balance as of 07/31/2025					-624,614.45	3,719,175.63
Ending Balance					-624,614.45	3,719,175.63



STAGECOACH SWEEP

WELLS FARGO BANK, N.A.
P.O. BOX 63020
SAN FRANCISCO, CA 94163

Page 1 of 2

ANASTASIA MOSQUITO DISTRICT OF
ST JOHNS COUNTY
LOCAL FUND
120 EOC DR
SAINT AUGUSTINE FL 32092-0927

Account Number - DDA
2330018000016

THIS STATEMENT COVERS 07/01/2025 THROUGH 07/31/2025

FUNDS HELD ON COMPANY'S BEHALF IN THE OMNIBUS DEPOSIT ACCOUNT AT BANK ARE DEPOSITS AND ARE ELIGIBLE FOR FDIC INSURANCE IN ACCORDANCE WITH FDIC RULES AND LIMITS. COMPANY'S MMMF SHARES HELD IN THE OMNIBUS INVESTMENT ACCOUNT IN BANK'S NAME AT THE CUSTODIAN OF THE MMMF ARE NOT DEPOSITS AND ARE NOT ELIGIBLE FOR FDIC INSURANCE. COMPANY IS THE OWNER OF ITS MMMF SHARES.

ALLSPRING GOVERNMENT FUND INST CLS

FUND SUMMARY

Dividends Earned YTD	124,566.21
Federal Withholding YTD	.00
7-Day Simple Yield	4.18071 %
Federal Withholding	.00

Beginning Balance	4,343,790.08
Shares Purchased	175,800.46
Shares Redeemed	512,540.70
Ending Balance	4,007,049.84
Prior Month Dividends Paid to Checking	16,359.20
Dividends Earned in Current Month	14,628.57
Funds Pending Redemption	* 287,874.21

Transaction Detail

Date	Description	Amount
7-01-2025	Beginning Balance	4,343,790.08
7-01-2025	Next Day Sweep Purchase	342.72
7-02-2025	Next Day Sweep Purchase	15,859.20
7-03-2025	Sweep Funds Return To DDA	115,247.27
7-07-2025	Sweep Funds Return To DDA	44,284.34
7-08-2025	Sweep Funds Return To DDA	44,593.27
7-09-2025	Next Day Sweep Purchase	525.39
7-10-2025	Next Day Sweep Purchase	1,407.62
7-11-2025	Sweep Funds Return To DDA	8,501.30
7-14-2025	Next Day Sweep Purchase	153,188.59
7-15-2025	Next Day Sweep Purchase	475.19
7-16-2025	Sweep Funds Return To DDA	62,750.12
7-18-2025	Sweep Funds Return To DDA	209,633.78
7-21-2025	Next Day Sweep Purchase	83.61
7-22-2025	Sweep Funds Return To DDA	13,076.84
7-23-2025	Next Day Sweep Purchase	530.45
7-24-2025	Next Day Sweep Purchase	60.00
7-25-2025	Sweep Funds Return To DDA	7,983.41
7-28-2025	Next Day Sweep Purchase	3,232.15
7-29-2025	Next Day Sweep Purchase	95.54
7-30-2025	Sweep Funds Return To DDA	23.98
7-31-2025	Sweep Funds Return To DDA	6,446.39
7-31-2025	Ending Balance	4,007,049.84

* (287,874.21)
\$ 3,719,175.63

Daily Balance Information

2:44 PM
08/05/25

Anastasia Mosquito Control District
Reconciliation Summary
115 · SBA, Period Ending 07/31/2025

	Jul 31, 25
Beginning Balance	6,168,948.21
Cleared Transactions	
Deposits and Credits - 1 item	23,365.73
Total Cleared Transactions	23,365.73
Cleared Balance	6,192,313.94
Register Balance as of 07/31/2025	6,192,313.94
Ending Balance	6,192,313.94

2:44 PM
08/05/25

Anastasia Mosquito Control District
Reconciliation Detail
115 · SBA, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						6,168,948.21
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	07/31/2025			X	23,365.73	23,365.73
Total Deposits and Credits					23,365.73	23,365.73
Total Cleared Transactions					23,365.73	23,365.73
Cleared Balance					23,365.73	6,192,313.94
Register Balance as of 07/31/2025					23,365.73	6,192,313.94
Ending Balance					23,365.73	6,192,313.94



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

AGENCY ACCOUNT 101071
07/01/2025 - 07/31/2025

Page 1 of 1

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

Participant Return 07/31/2025 : 4.46 %

Date	Transaction Type	Description	Amount	Balance
07/01/2025	BEGINNING BALANCE			6,168,948.21
07/31/2025	EARNED INCOME	INTEREST	23,365.73	6,192,313.94
	Totals:		23,365.73	6,192,313.94

2:17 PM
08/05/25

Anastasia Mosquito Control District
Reconciliation Summary
112 - Bank of America, Period Ending 07/31/2025

	Jul 31, 25
Beginning Balance	438,881.45
Cleared Transactions	
Checks and Payments - 7 items	-61,612.51
Deposits and Credits - 1 item	1,624.13
Total Cleared Transactions	-59,988.38
Cleared Balance	378,893.07
Register Balance as of 07/31/2025	378,893.07
Ending Balance	378,893.07

2:17 PM
08/05/25

Anastasia Mosquito Control District
Reconciliation Detail
112 - Bank of America, Period Ending 07/31/2025

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						438,881.45
Cleared Transactions						
Checks and Payments - 7 items						
Bill Pmt -Check	07/03/2025	E-Pay	Nationwide Retirem...	X	-3,500.00	-3,500.00
Check	07/15/2025	Debit	Bank of America	X	-294.27	-3,794.27
Bill Pmt -Check	07/17/2025	E-Pay	Nationwide Retirem...	X	-3,400.00	-7,194.27
Bill Pmt -Check	07/23/2025	Phone...	Blue Cross Blue Shi...	X	-50,000.16	-57,194.43
Bill Pmt -Check	07/28/2025	E-Pay	Guardian	X	-504.51	-57,698.94
Bill Pmt -Check	07/28/2025	E-Pay	UHS Premium Billing	X	-313.57	-58,012.51
Bill Pmt -Check	07/31/2025	E-Pay	Nationwide Retirem...	X	-3,600.00	-61,612.51
Total Checks and Payments					-61,612.51	-61,612.51
Deposits and Credits - 1 item						
Deposit	07/23/2025			X	1,624.13	1,624.13
Total Deposits and Credits					1,624.13	1,624.13
Total Cleared Transactions					-59,988.38	-59,988.38
Cleared Balance					-59,988.38	378,893.07
Register Balance as of 07/31/2025					-59,988.38	378,893.07
Ending Balance					-59,988.38	378,893.07



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 July 1, 2025 to July 31, 2025

Account number: 8981 0275 2170

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY LOCAL GOVERNMENT

Account summary

Beginning balance on July 1, 2025	\$438,881.45
Deposits and other credits	1,624.13
Withdrawals and other debits	-61,318.24
Checks	-0.00
Service fees	-294.27
Ending balance on July 31, 2025	\$378,893.07

of deposits/credits: 1

of withdrawals/debits: 8

of days in cycle: 31

Average ledger balance: \$421,179.83

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

BOARD OF COMMISSIONERS:

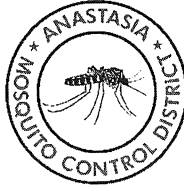
Gayle Gardner, Chairperson

T.J. Mazzotta, Vice-Chairperson

Tim Burton, Secretary/Treasurer

Trish Becker, Commissioner

Gina LeBlanc, Commissioner



DISTRICT DIRECTOR:

Dr. Rui-De Xue

August 4, 2025

From: Dr. Rui-De Xue, Director & Mr. Richard Weaver, Business Manager

RE: Drainage project closeout report

The Board awarded the development of a site plan, permitting, and construction/repair of the NE property drainage to Gruhn May Inc. at \$378,500 after reviewing several RFPs in January. The Gruhn company will complete the project and provide a close-out report, as presented by Mr. Gruhn. Thanks for their service.

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

BOARD OF COMMISSIONERS:

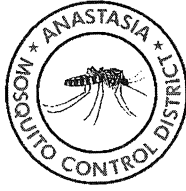
Gayle Gardner, Chairperson

T.J. Mazzotta, Vice-Chairperson

Tim Burton, Secretary/Treasurer

Trish Becker, Commissioner

Gina LeBlanc, Commissioner



DISTRICT DIRECTOR:

Dr. Rui-De Xue

August 4, 2025

From: Dr. Rui-De Xue, Director

RE: Approval of the contract between AMCD and Mauldin & Jenkins CPAs & Advisors for auditing AMCD

FY24/25 finance

The Board awarded the AMCD FY 24/25 financial auditing to Mauldin and Jenkins CPAs & Advisors in June. The AMCD District Attorney, Ms. L. Hodges, reviewed the Auditor Engagement letter and contract, and the New Auditor accepted the changes and signed the contract. I now request that the Board approve the final agreement, and the Chairperson sign the contract.

Thanks for your support.

ADDENDUM TO AUDIT ENGAGEMENT LETTER
(FY2025 Independent Audit)

THIS ADDENDUM TO AUDIT ENGAGEMENT LETTER (“Addendum”) is made and entered into this 21 day of July, 2025 (the “Effective Date”), by and between the **ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY**, an independent special district existing under the laws of the State of Florida (the “District” or “Buyer”) and **MAULDIN & JENKINS, LLC**, a Florida limited liability company (“Contractor”)(collectively, the “Parties” or individually “Party”).

RECITALS

WHEREAS, pursuant to Request for Proposal #24/25-4 (the “RFP”), the District awarded Contractor a contract to perform a professional independent financial audit pursuant to Section 218.39, Florida Statutes, for Fiscal Year 2024-2025 and other services as more particularly described in the RFP (the “Services”); and

WHEREAS, the District and Contractor entered into an Audit Engagement Letter and an Examination Engagement Letter on July 10, 2025 (collectively, the “Audit Engagement Letter”), the District and Contractor desire to supplement the terms and conditions of the Audit Engagement Letter with this Addendum to incorporate the District’s other required contract provisions. The Audit Engagement Letter and this Addendum shall be referred to herein collectively, as the “Agreement” or the “Contract”.

NOW THEREFORE, in consideration of the terms, promises, mutual covenants and conditions contained in this Addendum, the Parties agree as follows:

1. **Recitals; Incorporation by Reference.** The above-stated recitals are accurate, true, and correct and are made a part hereof and are incorporated herein by this reference.
2. **Term.** The initial Term of this Agreement will begin as of the Effective Date and shall continue until July 20, 2026. The District in its sole discretion may renew this Agreement for 5 additional 1 year periods.
3. **Maximum Indebtedness; Contract Price.** The District’s maximum indebtedness for the Services under this Agreement shall not exceed the fixed monetary amount not-to-exceed Seventeen Thousand Five Hundred and 00/100 (\$17,500.00), subject to annual available and lawfully appropriated funds. The payment terms of the Agreement are set forth on Section A.14 of **Exhibit A** attached hereto. The payment terms set forth on Section A.14 shall govern and control over any conflicting payment terms contained in this Agreement, including terms regarding late fees and service charges. The District shall not be responsible for late fees and service charges.
4. **Agreement Documents.** This Agreement consists of the following documents which are hereby incorporated as if fully set forth herein and which, in case of conflict, shall have priority in the order listed:
 - i. Audit Engagement Letter;

- ii. This Addendum including exhibits attached hereto, as modified by any subsequent signed amendments;
- iii. The RFP and any addendums to the RFP; and
- iv. The Contractor's Response.

Any terms in the Contractor's Response that conflict with or are prohibited under this Agreement and the RFP, including any addendums to the RFP, shall not be included in this Agreement and shall be void and of no force or effect.

5. **Miscellaneous Required Contract Provisions.** Contractor shall adhere to the additional required contract provisions set forth on **Exhibit A** attached hereto and incorporated herein by reference.

6. **Indemnification and Insurance.** Contractor shall adhere to the indemnification and insurance requirements contained on **Exhibit B** attached hereto.

7. **Human Trafficking Affidavit.** Contemporaneously with the execution of this Agreement, and as a condition precedent to the enforceability of this Agreement including the District's obligations hereunder, Contractor shall deliver to the District an executed Human Trafficking Affidavit in the form attached hereto as **Exhibit C**.

8. **Entire Agreement.** The Audit Engagement Letter and this Addendum constitutes the Agreement between the parties hereto for the Services to be performed and furnished by Contractor. No statement, representation, writing, understanding, agreement, course of action or course of conduct, made by either party or any representative of either party, which is not expressed in the Agreement herein shall be binding. Contractor acknowledges that it is entering into this Agreement for its own purposes and not for the benefit of any third party.

9. **Notices.** Unless otherwise provided herein, any and all notices, which are permitted or required in this Contract, shall be in writing and shall be duly delivered and given when personally served, or the next business day after such notice is sent by overnight delivery service by a nationally recognized courier such as Federal Express or UPS with delivery charges paid by the sender, or three (3) business days after such notice is mailed to the person at the address designated below or via email with an acknowledge delivery receipt by the other party. If notice is mailed, the same shall be mailed, postage prepaid, in the United States mail by certified or registered mail – return receipt requested. Failure to accept certified or registered mail shall be deemed a receipt thereof within ten (10) days after the first notice of delivery of the certified or registered mail. Any entity may change its address as designated herein by giving notice thereof as provided herein or such other address either party from time to time specifies in writing to the other.

As to the District: Anastasia Mosquito Control District of St. Johns County
120 EOC Drive
St. Augustine, FL 32092
Email: rxue@amcdf.org
Attn: Dr. Rui-de Xue, Director

With a copy to: District Attorney
Same address as above

As to Contractor: Mauldin & Jenkins, LLC
1401 Manatee Avenue West, Suite 1200
Bradenton, FL 34205
Attention: Daniel R. Anderson, CPA

10. Contract Managers. Each Party will designate a Contract Manager during the term of this Agreement whose responsibility shall be to oversee the Party's performance of its duties and obligations pursuant to the terms of this Agreement. As of the Effective Date, the District's Contract Manager is ~~Rui De Xue~~ and the Contractor's Contract Manager is Daniel R. Anderson, CPA. Each party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or his contact information; provided, such changes shall not be deemed Agreement amendments and may be provided via email.

11. Amendments. All changes to, additions to, modifications of, or amendment to the Agreement, or any of the terms, provisions and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

12. Counterparts. This Agreement, and all amendments thereto, may be executed electronically and in several counterparts, each of which shall be deemed an original, and all of such counterparts together shall constitute one and the same instrument.

[The remainder of this page is intentionally left blank. Signature page to follow.]

IN WITNESS WHEREOF, the parties hereto have executed this Addendum to Agreement the day and year first above written.

DISTRICT:

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY, a special district existing under the laws of the State of Florida

By: _____
Gail Gardner, Chairwoman

CONTRACTOR:

MAULDIN & JENKINS, LLC, a Florida limited liability company

DR C
Print Name: DANIEL R. ANDERSON
Title: PARTNER

Exhibit A

Additional Required Contract Provisions

A.1. Provision of Services. Contractor shall provide Buyer with all of the services and deliverables described in the RFP (collectively, the "Services"), which RFP terms are incorporated herein by reference. If any services, functions or responsibilities are not specifically described in the RFP, the Contractor's Response, and this Agreement are necessary for the proper performance and provision of the Services, they shall be deemed to be implied by and included within the scope of the Services to the same extent and in the same manner as if specifically described herein. To the extent of any conflict between the terms of Contractor's Response and the RFP and this Agreement, the RFP and this Agreement shall govern.

A.2. Relationship of the Parties. In performance of the Services, Contractor shall be acting in the capacity of an independent contractor and not as an agent, employee, partner, joint venture or associate of Buyer. Contractor shall be solely responsible for the labor, supplies, materials, means, methods, techniques, sequences and procedures utilized to perform the Services in accordance with the Contract.

A.3. Service Warranties. Contractor warrants that the Services shall be performed and delivered in a professional, first-class manner in accordance with the Contract and the standards prevailing in the industry. Contractor shall also undertake the following actions without additional consideration during the term of the Contract and for one year thereafter: (i) promptly making necessary revisions or corrections to resolve any errors and omissions on the part of Contractor; and (ii) conferring with Buyer for the purpose of interpreting any of the Services or information furnished. Acceptance of the Services by Buyer shall not relieve Contractor of these responsibilities. The warranties and covenants in this paragraph will extend to all subcontractors as well. The foregoing warranties and covenants shall not apply (i) with respect to any portions of the Service that have been produced by anyone other than Contractor or its subcontractors; (ii) to any modifications made by anyone other than Contractor or its subcontractors or without Contractor's specific prior written consent; or (iii) to any use of the Service in a manner or for any purpose other than those contemplated in the Contract. Contractor's warranties extend solely to the Buyer.

A.4. Buyer Will Assist Contractor. At Contractor's request, Buyer will provide reasonable assistance and cooperation to Contractor, including the supply of any data and information necessary for Contractor to provide the Services. Buyer will also designate a Contract Manager who will, on behalf of Buyer, work with Contractor and administer the Contract in accordance with its terms.

A.5. Location Requirements for Services. Unless otherwise stated herein, the majority of the Services shall be performed within St. Johns County, Florida and no Services will be performed outside of the United States. These restrictions may be modified in writing if Buyer determines, in its sole discretion, that the restrictions impose an undue burden on Contractor's ability to perform the Services as contemplated in the Contract.

A.6. Use of Subcontractors; Flow-Down Provisions. Contractor shall not be allowed to subcontract or assign any of its duties and obligations hereunder. In all cases, Contractor will be responsible for the acts or omissions of its subcontractors. Contractor will ensure that all relevant contractual obligations will flow down to the subcontractors and will be incorporated into the subcontracts (including the obligations relating to insurance, indemnification, delays, intellectual property rights, public records, non-discrimination, audits,

security, location of services, termination, transition assistance, warranties, and the manner in which the Services are to be performed).

A.7. Meetings and Reports. Contractor must attend all meetings and public hearings relative to the Services where its presence is determined to be necessary and requested by Buyer and Contractor can reasonably schedule its appearance. Contractor shall provide other periodic reports respecting the Services as Buyer reasonably requests.

A.8. Ownership of Works.

(a) As used in Sections A.8 and A.9, the term "Work" shall mean each deliverable, drawing, design, specification, rendering, notebook, tracing, photograph, reference book, equipment, expendable equipment and material, negative, report, finding, recommendation, data and memorandum of every description, shared with or delivered to Buyer pursuant to the Contract.

(b) With the exception of Contractor's pre-existing intellectual capital and third-party intellectual capital as described in Section A.9 below, Buyer shall own all right, title and interest, including ownership of copyright (limited to the extent permitted by the terms of any governing licenses), in and to each Work including, but not limited to, software, source code, reports, deliverable, or work product developed by Contractor specifically for Buyer in connection with the Contract, and derivative works relating to the foregoing. The use of these Works in any manner by Buyer shall not support any claim by Contractor for additional compensation.

(c) Each Work, and any portion thereof, shall be a "work made for hire" for Buyer pursuant to federal copyright laws. Any software, report, deliverable, or work product as used in connection with the Work, but previously developed by Contractor specifically for other customers of Contractor or for the purpose of providing substantially similar services to other Contractor customers, generally shall not be considered "work made for hire", so long as the foregoing are not first conceived or reduced to practice as part of the Work. To the extent any of the Works are not deemed works made for hire by operation of law, Contractor hereby irrevocably assigns, transfers, and conveys to Buyer, or its designee, without further consideration all of its right, title and interest in such Work, including all rights of patent, copyright, trade secret, trademark or other proprietary rights in such materials. Except as provided in the foregoing sentences, Contractor acknowledges that Buyer shall have the right to obtain and hold in its own name any intellectual property right in and to the Work. Contractor agrees to execute any documents or take any other actions as may reasonably be necessary, or as Buyer may reasonably request, to perfect or evidence Buyer's ownership of the Work.

A.9. Intellectual Property.

(a) Contractor grants to Buyer an irrevocable, perpetual, royalty free and fully paid-up right to use (and such right includes, without limitation, a right to copy, modify and create derivative works from the subject matter of the grant and the right to sublicense all, or any portion of, the foregoing rights to an affiliate or a third party who provides service to Buyer) Contractor's intellectual property (including, without limitation, all trade secrets, patents, copyright and know-how) that is contained or embedded in, required for the use of, that was used in the production of or is required for the reproduction, modification, maintenance, servicing, improvement or continued operation of any applicable unit of Work. (b) If the Work contains, has embedded in, or requires for the use of, any third-party intellectual property, or if the third party intellectual property is required for the reproduction, modification, maintenance, servicing, improvement or continued operation of the Work, Contractor shall secure for Buyer an irrevocable, perpetual, royalty free and fully paid-up right to use all third party intellectual property. Contractor shall secure such right at its expense and prior to incorporating any third party intellectual property (including, without limitation, all trade secrets, patents,

copyright and know-how) into any Work, including, without limitation, all drawings or data provided under the Contract, and such right must include, without limitation, a right to copy, modify and create derivative works from the subject matter of the grant of the right and a right to sublicense all or any portion of the foregoing rights to an affiliate or a third party service provider. This subparagraph does not apply to standard office software (e.g., Microsoft Office). (c) Should Buyer, or any third party obtaining such Work through Buyer, use the Work or any part thereof for any purpose other than that which is specified in the Contract, it shall be at Buyer's and such third party's sole risk.

A.10. Limitation of Warranty for Buyer-Furnished Software. In lieu of any other warranty expressed or implied herein Buyer warrants that any programming aids and software packages supplied for Contractor use as Buyer-furnished property shall be suitable for their intended use on the system(s) for which designed. In the case of programming aids and software packages acquired by Buyer from a commercial source, such warranty is limited to that set forth in the contractual document covering the product(s). Should Buyer furnish Contractor with any programming aids or software packages that are found not to be suitable for their intended use on the system(s) for which designed, Contractor shall notify Buyer and supply documentation regarding any defects and their effect on progress on the Contract. Buyer will consider equitably adjusting the delivery performance dates or compensation, or both, and any other contractual provision affected by the Buyer-furnished property.

A.11. Loss of Data. If any Buyer data or record is lost or corrupted due to the negligence of Contractor or any of its subcontractors or agents, Contractor shall be responsible for correcting and recreating all production, test, acceptance and training files or databases affected which are used in the provision of services, at no additional cost to the Customer in the manner and on the schedule set by Buyer. This remedy shall be in addition to any other remedy Buyer may be entitled to by law or the Contract.

A.12. Purchase Orders. If the Contract requires a Service to be ordered by Buyer via purchase order, Contractor shall not deliver or furnish the Service until a Buyer transmits a purchase order. All purchase orders shall bear the Contract or solicitation number, shall be placed by Buyer directly with Contractor, and shall be deemed to incorporate by reference the Contract. Any discrepancy between the Contract terms and the terms stated on the Contractor's order form, confirmation, or acknowledgement shall be resolved in favor of terms most favorable to Buyer.

A.13. Pricing. Compensation for the Services shall be as set forth in the Contract..

A.14. Invoicing and Payment.

(a) Payment to Contractor for Services shall be made on a monthly basis for the Services provided by Contractor for the preceding month. Invoices shall contain the Contract number, purchase order number if applicable, the appropriate vendor identification number, and in accordance with Section 218.391(7), Florida Statutes, sufficient detail to demonstrate compliance with the terms of the Contract. Buyer may require any other information from Contractor that Buyer deems necessary to verify its obligation to pay under the Contract. Payments will be made to Contractor approximately forty-five (45) days after receipt and acceptance of a proper invoice. Buyer does not pay service charges, interest or late fees unless required by law. District payments under this Agreement shall be made as Contractor performs work and no District funds shall be advanced prior to the performance of work without the approval of the District Board of Commissioners.

(b) To the extent Contractor's fees include reimbursement for travel or travel-related expenses, such travel and travel-related expenses shall be subject to and governed by the District's approved travel policy and applicable Florida laws.

(c) Buyer's obligations to make payment are contingent upon availability of lawfully appropriated funds for the Services.

A.15. Taxes. Buyer is generally exempt from any taxes imposed by the State of Florida or the Federal Government. Exemption certificates will be provided upon request. Contractor shall not include any state, local and federal taxes in any prices quoted to Buyer.

A.16. Right of Setoff. Buyer may, in addition to other remedies available at law or equity and upon notice to Contractor, retain such monies from amounts due Contractor as may be necessary to satisfy any claim for damages, penalties, costs and the like asserted in good faith by Buyer (or any other local government entity or authority located in St. Johns County, Florida) against Contractor.

A.17. Retention of Records / Audits.

(a) Contractor must establish and maintain books, records, contracts, sub-contracts, papers, financial records, supporting documents, statistical records and all other documents pertaining to the Contract (collectively, the "Records"), in whatsoever form or format (including electronic storage media) is reasonable, safe and sufficient.

(b) Contractor must retain all Records for a minimum period of three (3) years after the final payment is made under the Contract. If an audit has been initiated and audit findings have not been resolved at the end of the three (3) year period, the Records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of the Contract, at no additional cost to Buyer. Records shall be retained for longer periods when the retention period exceeds the time frames required by law or ordinance.

(c) At all reasonable times for as long as the Records are maintained, Contractor must allow persons duly authorized by Buyer (including Buyer's auditor and inspector general offices), and to have full access to and the right to examine, copy or audit any of the Records, regardless of the form in which kept. Contractor will not charge Buyer for any setup, supervision or space in connection with the examination and audit. Photocopying charges will not exceed the actual and reasonable cost of the copies to Contractor, and Buyer shall be permitted to bring his photocopying equipment if Buyer so desires.

(d) Contractor must comply with and cooperate in any audits or reports requested by Buyer and must ensure that all related party transactions are disclosed to the auditor.

(e) Contractor must permit Buyer to interview any of Contractor's employees, subcontractors and subcontractor employees to assure Buyer of the satisfactory performance of the terms and conditions of the Contract. Unless the parties agree otherwise or Buyer is willing to pay for the employee's reasonable travel expenses, the interviews will be conducted at the employee's primary place of work. Contractor will not charge Buyer for any employee time unless the interview time for that employee exceeds eight (8) hours in a calendar year.

(f) Following any audit or review, if performance of Contractor's, in the opinion of Buyer, deficient, Buyer will deliver to Contractor a written report of the deficiencies and request for development by Contractor of a corrective action plan. Contractor hereby agrees to prepare and submit, to Buyer, said corrective plan within ten (10) days of receiving Buyer's written report. Thereafter, Contractor must correct all deficiencies in the corrective action plan within a reasonable time after Buyer's receipt of the corrective action plan.

(g) All reports and other information provided by Contractor pursuant to this Section shall be submitted under penalties of perjury, under Section 837.06, Florida Statutes.

(h) Contractor must include the aforementioned audit, inspection, investigation and record-keeping requirements in all subcontracts and Contract assignments.

(i) Contractor agrees to reimburse Buyer for the reasonable costs of investigation incurred by Buyer for audits, inspections and investigations that uncover a material violation of the Contract. Such costs shall include the salaries of investigators, including overtime, travel and lodging expenses, and expert witness and documentary fees. Contractor shall not be responsible for any costs of investigations that do not uncover a material violation of the Contract.

A.18. Buyer's Right to Suspend Work. Buyer may in its sole discretion suspend any or all activities under the Contract by providing a written notice to Contractor at least five (5) days in advance that outlines the particulars of suspension. Within ninety (90) days of providing such notice, or within any longer period agreed to by Contractor, Buyer shall either (1) authorize the resumption of work, at which time activity shall resume, or (2) terminate the Contract in accordance with the applicable termination provisions. Suspension of work shall not entitle Contractor to any additional compensation. The parties will reasonably amend any schedules relating to performance of the Services to reflect the suspension of work hereunder. Contractor shall not be entitled to receive compensation for any work it performs after being excused from providing it hereunder.

A.19. Buyer's Right to Terminate for Convenience. Buyer reserves the right to terminate the Contract at any time and for any reason by giving written notice to Contractor. If the Contract is terminated for convenience as provided herein, Buyer will be relieved of all further obligations other than payment for that amount of Services actually performed to the date of termination. Access to any and all work papers will be provided to Buyer after the termination of the Contract. The parties understand and agree that Contractor shall not have a reciprocal right to terminate the Contract for convenience; it being understood that Buyer's payment for Services forms the consideration for Contractor not having this right. In the event of Buyer's termination of the Contract, Buyer (in its sole discretion) may also require Contractor to provide the Transition Services as set forth in Section A.22 below.

A.20. Buyer's Remedies Upon Contractor Default. Any one or more of the following events, if not cured within ten (10) calendar days after Contractor's receipt of written notice thereof, shall constitute an "Event of Default" on the part of Contractor: (1) Contractor fails to perform the Services within the time specified in the Contract or any extension, (2) Contractor fails to maintain adequate progress, thus endangering performance of the Contract, (3) Contractor fails to honor any other material term of the Contract, or (4) Contractor fails to abide by any statutory, regulatory, or licensing requirement. Buyer may extend the 10-day cure period in its discretion.

In addition, the following shall constitute an immediate Event of Default with no right cure: (i) Contractor is found to have made a false representation or certification in its response, or (ii) Contractor has been placed on the list maintained under Section 287.135, Florida Statutes, of companies with activities in Sudan or in Iran Petroleum Energy Sector. Upon an "Event of Default" on the part of Contractor, Buyer will be entitled to terminate the Contract and pursue such other remedies available at law or equity, including the recovery of any re-procurement costs and delay damages. The rights and remedies available to Buyer under the Contract are distinct, separate and cumulative remedies, and no one of them, whether or not exercised by a party, shall be deemed to be in exclusion of any other. If, after termination, it is determined that Contractor was not in default,

or that the default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience.

A.21. Contractor Remedies Upon Buyer Default. Buyer shall be in default if Buyer fails to honor any material term of the Contract, and such failure is not cured within forty-five (45) calendar days after receipt of written notice thereof from Contractor. In the event of Buyer's default, Contractor will be entitled to terminate the Contract and pursue such other remedies available at law or equity as it deems appropriate. Except as expressly provided elsewhere in the Contract, Contractor will not be entitled to recover any lost profits or consequential damages. The rights and remedies available to Contractor under the Contract are distinct, separate and cumulative remedies, and no one of them shall be deemed to be in exclusion of any other.

A.22. Transition Services. At any time prior to the date the Contract expires or terminates for any reason (the "Termination Date"), Buyer may direct Contractor to provide reasonable transition assistance services ("Transition Assistance"). Contractor shall provide such Transition Assistance until such time as Buyer notifies Contractor that Buyer no longer requires such Transition Assistance, but in no event for more than 180 days following the Termination Date. Transition Assistance shall mean any services, functions or responsibilities that are ordinarily or customarily provided to a purchaser to ensure that the services provided to that purchaser by a contractor are fully transitioned in a smooth and efficient manner to a new service provider (either Buyer itself or a third party contractor). Transition Assistance includes the development and implementation of a detailed transition plan. To the extent that Transition Assistance will involve third parties hired by Buyer, those third parties shall cooperate with Contractor in its provision of Transition Assistance and sign any reasonable non-disclosure agreements required by Contractor. Transition Assistance rendered before the Termination Date shall be provided at no additional cost to Buyer. Transition Assistance rendered after the Termination Date shall be provided at the rates negotiated by the parties prior to the rendering of such service, which rates shall not exceed the standard market rates that Contractor charges to government entities for comparable services; provided however, that if Buyer terminates the Contract because of a breach by Contractor, then (i) the Transition Assistance shall be provided at no cost to Buyer, and (ii) Buyer will be entitled to any other remedies available to it under law. Contractor may withhold Transition Assistance after the Termination Date if Buyer does not provide reasonable assurance that the charges for such Transition Assistance will be paid to Contractor in accordance with the invoicing and payment provisions of the Contract.

A.23. Force Majeure, Notice of Delay, and No Damages for Delay. Neither party shall be responsible for delays in performance if the delay was beyond that party's control (or the control of its employees, subcontractors or agents). Contractor shall notify Buyer in writing of any such delay or potential delay and describe the cause of the delay either (1) within ten (10) calendar days after the cause that creates or will create the delay first arose, if Contractor could reasonably foresee that a delay could occur as a result, or (2) if delay is not reasonably foreseeable, within five (5) calendar days after the date Contractor first had reason to believe that a delay could result. Based upon such notice, Buyer will give Contractor a reasonable extension of time to perform; provided, however, that Buyer may elect to terminate the Contract in whole or in part if Buyer determines, in its sole judgment, that such a delay will significantly impair the value of the Contract to Buyer. Providing notice in strict accordance with this paragraph is a condition precedent to such remedy. THE FOREGOING SHALL CONSTITUTE CONTRACTOR'S SOLE REMEDY OR EXCUSE WITH RESPECT TO DELAY. No claim for damages, other than for an extension of time, shall be asserted against Buyer. Contractor shall not be entitled to an increase in the Contract price or payment of any kind from Buyer for direct, indirect, consequential, impact or other costs, expenses or damages, including but not limited to costs

of acceleration or inefficiency arising because of delay, disruption, interference, or hindrance from any cause whatsoever.

A.24. No Waiver. The delay or failure by a party to exercise or enforce any of its rights under the Contract shall not constitute or be deemed a waiver of that party's right thereafter to enforce those rights, nor shall any single or partial exercise of any such right preclude any other or further exercise thereof or the exercise of any other right. Unless otherwise agreed in writing, Buyer's payment for the Services shall not release Contractor of its obligations under the Contract and shall not be deemed a waiver of Buyer's right to insist upon strict performance hereof.

A.25. Qualification of Contractor Employees, Subcontractors, and Agents. All Contractor employees, subcontractors and agents performing work under the Contract shall be properly trained and qualified. Upon request, Contractor shall furnish a copy of technical certification or other proof of qualification. All employees, subcontractors and agents performing work under the Contract must comply with all reasonable administrative requirements of Buyer and with all controlling laws and regulations relevant to the services they are providing under the Contract. Buyer may conduct, and Contractor shall cooperate in, a security background check or other assessment of any employee, subcontractor or agent furnished by Contractor. Buyer may refuse access to, or require replacement of, any personnel for reasonable cause. Contractor shall take all actions necessary to ensure that Contractor's employees, subcontractors and agents are not considered employees of Buyer. Such actions include, but are not limited to, ensuring that Contractor's employees, subcontractors and agents receive payment and any legally mandated insurance (e.g., workers' compensation and unemployment compensation) from an employer other than Buyer. As a condition to providing services to Buyer, Contractor (and any subcontractor) will enroll and participate in the federal E-Verify Program within thirty days of the effective date of the Contract. Proof of enrollment and participation will be made available to Buyer upon request.

A.26. Security Procedures. Contractor and its employees, subcontractors and agents shall comply fully with all generally applicable security procedures of the United States, the State of Florida and Buyer in performance of the Contract. Buyer agrees that any security procedures imposed by Buyer specifically for the Contract will be reasonable and will not impose any unreasonable costs or hardships.

A.27. Restrictions on the Use or Disclosure of Buyer's Information. Contractor shall not use, copy or disclose to third parties, except in connection with performing the Services, any information obtained by Contractor or its agents, subcontractors or employees in the course of performing the Services, including, but not limited to, security procedures, business operations information, or commercial proprietary information in the possession of Buyer. At Buyer's request, all information furnished by Buyer will be returned to Buyer upon completion of the Services. Contractor shall not be required to keep confidential any information that has already been made publicly available through no fault of Contractor or that Contractor developed independently without relying on Buyer's information. To ensure confidentiality, Contractor shall take appropriate steps as to its employees, agents, and subcontractors, including the insertion of these restrictions in any subcontract agreement. The warranties of this paragraph shall survive the Contract.

A.28. Protection of Contractor's Trade Secrets and Other Confidential Information. All documents received by Buyer in connection with this Agreement are subject to Chapter 119, Florida Statutes (the "Florida Public Records Law"). Any specific information that Contractor claims to be a trade secret or otherwise exempt from the Florida Public Records Law must be clearly identified as such by Contractor on all copies furnished to Buyer. Buyer agrees to notify Contractor of any third party request to view such information, but it is

Contractor's obligation to obtain a court order enjoining disclosure. If Contractor fails to obtain a court order enjoining disclosure within five (5) business days of Contractor's receiving notice of the request, Buyer may release the requested information. Such release shall be deemed for purposes of the Contract to be made with Contractor's consent and will not be deemed to be a violation of law, including but not limited to laws concerning trade secrets, copy right or other intellectual property.

A.29. Assignment. Each party binds itself and its respective successors and assigns in all respects to all of the terms, conditions, covenants and provisions of the Contract. Contractor shall not sell, assign or transfer any of its rights (including rights to payment), duties or obligations under the Contract without the prior written consent of Buyer. In the event of any assignment, Contractor shall remain liable for performance of the Contract unless Buyer expressly waives such liability. Buyer may assign the Contract with prior written notice to Contractor of its intent to do so. Nothing herein shall be construed as creating any personal liability on the part of any officer, employee or agent of Buyer.

A.30. Notice and Approval of Changes in Ownership. Because the award of the Contract may have been predicated upon Contractor's ownership structure, Contractor agrees that any transfer of a substantial interest in Contractor by any of its owners shall require Buyer's prior written approval, which approval shall not be unreasonably withheld or unreasonably delayed. By execution of the Contract, Contractor represents that it has no knowledge of any intent to transfer a substantial interest in Contractor. A substantial interest shall mean at least 25% of the voting shares in Contractor. This section shall not apply to (i) transfers occurring upon the incapacitation or death of an owner; (ii) transfers associated with an initial public offering on the NYSE or NASDAQ markets; or (iii) transfers to a company whose stock is publicly traded on the NYSE or NASDAQ markets.

A.31. Assignment of Antitrust Claims. Contractor and Buyer recognize that in actual economic practice, overcharges resulting from antitrust violations are in fact usually borne by Buyer. Therefore, Contractor hereby assigns to Buyer any and all claims under the antitrust laws of Florida or the United States for overcharges of goods, materials or services purchased in connection with the Contract.

A.32. Equal Employment Opportunity. The Equal Opportunity clause in Title 41, Part 60-1.4 of the Code of Federal Regulations (Paragraphs 1 through 7 of President's Executive Order 11246), the provisions of the Equal Opportunity for Individuals with Disabilities Act in 42 U.S.C. Section 12112, the Listing of Employment Openings for Veterans Clause in Title 41, Part 50-260.2 of the Code of Federal Regulations and the Disabled Veterans and Veterans of the Vietnam era Clause in Title 41, Part 60-250.5 of the Code of Federal Regulations, are incorporated herein by reference if and to the extent applicable. If Contractor is exempt from any of the above cited terms, written evidence of such exempt status must be provided to Buyer.

A.33. Other Non-Discrimination Provisions. Contractor represents that it has adopted and will maintain throughout the term of this contract a policy of nondiscrimination or harassment against any person with regard to race, color, sex (including pregnancy), sexual orientation, gender identity or expression, religion, national origin, disability, age, marital status, or any other impermissible factor in recruitment, hiring, compensation, training, placement, promotion, discipline, demotion, transfers, layoff, recall, termination, working conditions and related terms and conditions of employment.

A.34. Prompt Payment to Subcontractors and Suppliers. The District shall adhere to applicable Local Government Prompt Pay Act provisions in Chapter 218, Part VII, Florida Statutes, as may be amended.

A.35. Conflicts of Interest. Contractor acknowledges that pursuant to Chapter 112, Part III, Florida Statutes, a public official who has a financial interest in a bid or contract make a disclosure at the time that the bid or contract is submitted or at the time that the public official acquires a financial interest in the bid or contract, including but not limited to the public official's name, public office or position held, bid or proposal number, and the position or relationship of the public official with the bidder or contractor. Contractor shall adhere to the District's ethics, transparency, and disclosure requirements.

A.36. Contingent Fees Prohibited. Pursuant to Section 287.055, Florida Statutes, as applicable, Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure the Contract and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, gift or any other consideration, contingent upon or resulting from the award or making of the Contract. For the breach or violation of these provisions, Buyer shall have the right to terminate the Contract without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

A.37. Truth in Negotiation Certificate. Pursuant to Section 287.055, Florida Statutes, as applicable, the execution of the Contract by Contractor shall be deemed to be a simultaneous execution of a Truth In-Negotiation Certificate, whereby Contractor states that the wage rates and other factual unit costs supporting the compensation hereunder are accurate, complete and current at the time of contracting. Further Contractor agrees that the compensation hereunder shall be adjusted to exclude any significant sums where Buyer determines the contract price was increased due to inaccurate, incomplete or non-current wage rates and other factual unit costs, provided that any and all such adjustments shall be made within one (1) year following the completion date of the Contract.

A.38. Compliance with Applicable Laws. Contractor (and any subcontractors) must comply with all applicable federal, state and local laws, rules and regulations as the same exist and as may be amended from time to time, including, but not limited to:

- a. Auditor General Rule 10.551(3);
- b. Auditing requirements of Chapter 218, Part III, Florida Statutes;
- c. Government Auditing Standards promulgated by the comptroller General of the United States;
- d. Governmental auditing standards as adopted by the Florida Board of Accountancy;
- e. Chapter 119, Florida Statutes (the Florida Public Records Law);
- f. Section 286.011, Florida Statutes (the Florida Sunshine Law);
- g. District's Procurement Policy; and
- h. All licensing and certification requirements applicable to performing the Services.

If any of the obligations of this Agreement are to be performed by a subcontractor, the provisions of this section shall be incorporated into and become a part of the subcontract.

A.39. Cooperative Purchasing. Pursuant to their own governing laws, and subject to the agreement of Contractor, other entities may be permitted to make purchases at the terms and conditions contained herein. These purchases are independent of the agreement between Buyer and Contractor, and Buyer shall not be a party to such transactions.

A.40. Warranty of Ability to Perform. Contractor warrants that (i) it is ready, willing and able to perform its obligations under the Contract, and (ii) to the best of Contractor's knowledge, there are no pending or threatened actions, proceedings, investigations or any other legal or financial conditions that would in any way prohibit, restrain, or diminish Contractor's ability to satisfy its Contract obligations. Contractor shall immediately notify Buyer in writing if its ability to perform is compromised in any manner during the term of the Contract.

A.41. Warranty of Authority to Sign Contract. Each person signing the Contract warrants that he or she is duly authorized to do so and to bind the respective party to the Contract.

A.42. Governing State Law/Severability/Venue. The rights, obligations and remedies of the parties as specified under the Contract shall be interpreted and governed in all aspects by the laws of the State of Florida. Should any provision of the Contract be determined by the courts to be illegal, unenforceable or in conflict with any applicable law, the validity of the remaining provisions shall not be impaired. Venue for litigation of this Agreement shall be exclusively in courts of competent jurisdiction located in St. Johns County, Florida.

A.43. Construction. Both parties acknowledge that they have had the opportunity to provide meaningful input into the terms and conditions contained in the Contract. Therefore, any doubtful or ambiguous provisions contained herein shall not be construed against the party who physically prepared the Contract. Article headings appearing herein are inserted for convenience or reference only and shall in no way be construed to be interpretations of text.

A.44. Inspector General. The State Auditor Inspector General's authority includes but is not limited to the power to: review past, present, and proposed District contracts, transactions, accounts, and records; require the production of records; and, audit, investigate, monitor, and inspect the activities of the District, its officials, employees, contractors, their subcontractors and lower tier subcontractors, and other parties doing business with the District and/or receiving District funds in order to ensure compliance with contract requirements and detect corruption and fraud. Failure to cooperate with the State Auditor Inspector General or interfering with or impeding any investigation shall be a violation of the Contract and applicable laws.

A.45. Ethics Provisions for Vendors/Suppliers. The bidder, by affixing its signature to the proposal form, and/or the acceptance of a purchase order, represents that it has reviewed the provisions of the District's procurement and ethics policies.

A.46. Employment Eligibility. The employment of unauthorized aliens by any respondent is considered a violation of Section 274A(e) of the Immigration and Nationality Act. In accordance with Chapter 2020-149, Laws of Florida, the Contractor confirms that it does not currently, and will not in the future, employ, contract with, or subcontract with unauthorized aliens and that it has registered accordingly with the E-Verify platform. Contractor acknowledges that any violation with the aforementioned will result in a default to the Agreement and the District shall be entitled to any and all relief available, including but not limited to, consequential damages, rebate of fees, costs and expenses, etc., resulting from the voiding of this Agreement.

A.47. Prohibition against Considering Social, Political or Ideological Interests in Government Contracting. Pursuant to Section 287.05701, Florida Statutes, as amended, Contractor is hereby notified that District in awarding contracts to vendors may not: (a) Request documentation or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor; and (b) Give preference to a vendor based on the vendor's social, political, or ideological interests.

A.48. Scrutinized Vendors. Pursuant to Section 287.135(2), Florida Statutes, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency or local government entity for goods or services of:

i. Any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the Contractor is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

ii. One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the Contractor:

- (1) Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to Section 215.473, Florida Statutes; or
- (2) Is engaged in business operations in Cuba or Syria.

iii. Pursuant to Section 287.135(3)(a)4, Florida Statutes, the District may terminate this Agreement at the District's option if the Agreement is for goods or services in an amount of one million dollars or more and the Contractor:

(1) Is found to have submitted a false certification under Section 287.135(5), Florida Statutes;

(2) Has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to Section 215.473, Florida Statutes; and

(3) Is engaged in business operations in Cuba or Syria.

iv. Pursuant to Section 287.135(3)(b), Florida Statutes, the District may terminate this Agreement at the District's option if the Agreement is for goods and services of any amount and the Contractor:

(1) Is found to have been placed on the Scrutinized Companies that Boycott Israel List; or

(2) Is engaged in a boycott of Israel.

A.49. Convicted Vendor List. A person or affiliate placed on the State of Florida convicted vendor list pursuant to Section 287.133, Florida Statutes, following a conviction for a public entity crime may not do any of the following for a period of thirty-six (36) months from the date of being placed on the convicted vendor list:

- submit a bid on a Agreement to provide any goods or services to a public entity;
- submit a bid on a Agreement with a public entity for the construction or repair of a public building or public work;
- submit bids on leases of real property to a public entity;
- be awarded or perform work as a Contractor, supplier, subcontractor, or consultant under a Agreement with any public entity; and
- transact business with any public entity in excess of the Category Two threshold

amount provided in Section 287.017, Florida Statutes.

A.50. Discriminatory Vendor List. An entity or affiliate placed on the State of Florida discriminatory vendor list pursuant to Section 287.134, Florida Statutes, may not:

- submit a bid on a Agreement to provide any goods or services to a public entity;
- submit a bid on a Agreement with a public entity for the construction or repair of a public building or public work;
- submit bids on leases of real property to a public entity;
- be awarded or perform work as a Contractor, supplier, sub-Contractor, or consultant under a Agreement with any public entity; or
- transact business with any public entity.

A.51. Attorneys Fees. Each party shall be responsible for its own attorneys' fees related in any manner to this Agreement.

A.52. Public Records. The District is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

- a) Keep and maintain public records required by the District in order to perform the service.
- b) Upon request from the District's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the District.
- d) Upon completion of the Agreement, transfer, at no cost to the District, all public records in possession of the Contractor, or keep and maintain public records required by the District to perform the service. If the Contractor transfers all public records to the District upon completion of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records in a format that is compatible with the information technology systems of the District.
- e) It is the Firm's practice to retain files for any concluded matter in electronic format and reserve the right to destroy all documents after they have been maintained for seven years, absent a written client request for such documents to be returned. By execution of this agreement, the District is requesting that all Firm files be returned and provided to the District to circumvent destruction of the files.
- f) During the term of the Agreement, the Contractor shall maintain all books, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this Agreement. The form of all records and reports shall be subject to the approval of the District's Director. The Contractor agrees to make available to the District's Director, during normal business hours and in St. Johns County, all books of account, reports and records relating to this Agreement.

g) Public Records Custodian

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**DR. WHITNEY QUALLS
120 EOC DRIVE
ST. AUGUSTINE, FL 32092
EMAIL: WQualls@emcfl.org**

THE CONTRACTOR ACKNOWLEDGES THAT THE BUYER CANNOT AND WILL NOT PROVIDE LEGAL ADVICE OR BUSINESS ADVICE TO CONTRACTOR WITH RESPECT TO ITS OBLIGATIONS PURSUANT TO THIS SECTION RELATED TO PUBLIC RECORDS. THE CONTRACTOR FURTHER ACKNOWLEDGES THAT IT WILL NOT RELY ON THE BUYER TO PROVIDE SUCH BUSINESS OR LEGAL ADVICE, AND THAT CONTRACTOR HAS BEEN ADVISED TO SEEK PROFESSIONAL ADVICE WITH REGARD TO PUBLIC RECORDS MATTERS ADDRESSED BY THIS AGREEMENT. THE CONTRACTOR ACKNOWLEDGES THAT FAILURE TO COMPLY WITH FLORIDA LAW AND THIS AGREEMENT WITH RESPECT TO PUBLIC RECORDS SHALL CONSTITUTE A MATERIAL BREACH OF THIS AGREEMENT AND GROUNDS FOR TERMINATION PURSUANT TO THIS AGREEMENT.

Exhibit B

Human Trafficking Affidavit Form

AFFIDAVIT OF COMPLIANCE WITH FLORIDA STATUTE

SECTION 787.06, HUMAN TRAFFICKING

1. I am over the age of 18 and I have personal knowledge of the matters set forth except as otherwise set forth herein.

2. I currently serve as PARTNER of MAULDIN & JENKINS, LLC, a Florida _____
(the "Company").

3. The Company does not use coercion for labor or services, as those terms are defined in Florida Statute 787.06.

4. This declaration is made pursuant to Florida Statute 92.525. I understand that making a false statement in this declaration may subject me to criminal penalties. Therefore, under penalties of perjury, I declare that I have read the foregoing Human Trafficking Affidavit and that the facts stated herein are true.

Further Affiant sayeth naught.

Executed to be effective as of July 21, 2025.

Daniel R. Anderson
Print Name: DANIEL R. ANDERSON

STATE OF FLORIDA

COUNTY OF Manatee

The foregoing instrument was sworn and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 21st day of JULY, 2025, by Daniel R. Anderson as Partner of Mauldin & Jenkins, a _____, on behalf of said _____. Said individual ☒ is personally known to me or ☐ has produced _____ as identification.

(SEAL)

Jacquelyn McGlaughlin
Name: Jacquelyn McGlaughlin
NOTARY PUBLIC, State of Florida
Serial Number (if any) _____
My Commission Expires: 7/12/2029



Jacquelyn McGlaughlin
Notary Public
State of Florida
Comm# HH680862
Expires 7/12/2029

Exhibit C

Without limiting its liability under this Contract, Contractor shall at all times during the term of this Contract procure prior to commencement of work and maintain at its sole expense during the life of this Contract (and Contractor shall require its, subcontractors, laborers, materialmen and suppliers to provide, as applicable), insurance of the types and limits not less than amounts stated below:

Insurance Coverages

Schedule Limits

Worker's Compensation	Florida Statutory Coverage	
General Commercial Liability	\$500,000	General Aggregate
	\$500,000	Each Occurrence
	\$50,000	Fire Damage
	\$5,000	Medical Expenses

Such insurance shall be no more restrictive than that provided by the most recent version of the standard Commercial General Liability Form (ISO Form CG 00 01) as filed for use in the State of Florida without any restrictive endorsements other than those reasonably required by the District. An Excess Liability policy or Umbrella policy can be used to satisfy the above limits.

Public Liability and Property Damage Insurance (including Independent Contractor's Liability, Owner's Protection Insurance, Contractual Liability and Completed Operations Insurance)

\$1,00,000 (One person in any one accident)
\$1,00,000 (Two or more persons in any one accident)
\$500,000 (Property Damage in any one accident)

Such insurance shall be no more restrictive than that provided by the most recent version of the standard Public Liability and Property Damage Insurance as filed for use in the State of Florida without any restrictive endorsements other than those reasonably required by the District. An Excess Liability policy or Umbrella policy can be used to satisfy the above limits.

Automobile Liability	\$500,000	Combined Single Limit (Coverage for all automobiles, owned, hired or non-owned used in performance of the Services)
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Such insurance shall be no more restrictive than that provided by the most recent version of the standard Business Auto Coverage Form (ISO Form CA0001) as filed for use in the State of Florida without any restrictive endorsements other than those which are required by the State of Florida, or equivalent manuscript form, must be attached to the policy equivalent endorsement as filed with ISO (i.e., mandatory endorsement).

Professional Liability \$1,000,000 per Claim and Aggregate (Including Medical Malpractice when applicable)

Any entity hired to perform professional services as a part of this contract shall maintain professional liability coverage on an Occurrence Form or a Claims Made Form with a retroactive date to at least the first date of this Contract and with a three year reporting option beyond the annual expiration date of the policy.

Additional Insurance Provisions

- A. Contractor's Insurance Primary. The insurance provided by the Contractor shall apply on a primary basis to, and shall not require contribution from, any other insurance or self-insurance maintained by the District or any District members, officials, officers, employees and agents.
- B. Deductible or Self-Insured Retention Provisions. All deductibles and self-insured retentions associated with coverages required for compliance with this Contract shall remain the sole and exclusive responsibility of the named insured Contractor. Under no circumstances will the District and its members, officers, directors, employees, representatives, and agents be responsible for paying any deductible or self-insured retentions related to this Contract.
- C. Certificates of Insurance. Contractor shall provide the District Certificates of Insurance at Contract execution. The certificates of insurance shall be mailed to the Anastasia Mosquito Control District (Attention: Chief Financial Officer), 120 EOC Drive, St. Augustine, Florida 32092.
- D. Carrier Qualifications. The above insurance shall be written by an insurer holding a current certificate of authority pursuant to Chapter 624, Florida Statutes, or a company that is declared as an approved Surplus Lines carrier under Chapter 626, Florida Statutes. Such Insurance shall be written by an insurer with an A.M. Best Rating of A- VII or better.
- E. Notice. The Contractor shall provide an endorsement issued by the insurer to provide the District thirty (30) days prior written notice of any change in the above insurance coverage limits or cancellation, including expiration or non-renewal. If such endorsement is not available by the insurer, then the Contractor shall provide said thirty (30) days written notice of any change in the above coverages or limits, coverage being suspended, voided, cancelled, including expiration or non-renewal.
- F. Survival. Anything to the contrary notwithstanding, the liabilities of the Contractor under this Contract shall survive and not be terminated, reduced or otherwise limited by any expiration or termination of insurance coverage.
- G. Special Provisions. Prior to executing this Agreement, Contractor shall present this Contract, including this Exhibit, to its insurance agent ("Agent") affirming: 1) that the Agent has personally reviewed the insurance requirements of the Contract Documents, and (2) that the Agent is capable (has proper market access) to provide the coverages and limits of liability required on behalf of Contractor.

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

2025 MEMO

DISTRICT DIRECTOR

Dr. Rui-De Xue



BOARD OF COMMISSIONERS:

Gayle Gardner, Chairperson
Gina LeBlanc, Secretary/Treasurer
Tim Burton, Commissioner
T. J. Mazzotta, Commissioner

TO: Board of Commissioners & Dr. Rui-De Xue, Director

FROM: Scott Hanna, CPA

DATE: August 8, 2026

RE: 3rd Quarter Budget Update

The **3rd Quarter, Detail, P&L Budget vs. Actual Report** is attached, following this Memo. With three quarters of the year concluded, there are several budgeted expenditures that exceed the 75% mark. The ones that are *atypical in nature, material in amount and particularly significant* are discussed below. Those that are above the 100% threshold either have been or will be amended.

1) Line Item 360 - Taxes 99.44%

Through the third quarter of the year, we, typically, receive more than 90% of our tax revenues. This can in part be attributed to an initial due date of November with discount incentives provided by the Tax Collector for remittances received in November and December of 4% and 3%, respectively. Additionally, per TRIM Legislation, we are required to Budget no more than 95% of the amount we Levy, utilizing the sound Accounting principles of conservatism in recognition of revenue.

2) Line 386 Interest Earned – 104.13% collected due to longer than anticipated extension on elevated Federal Funds rates for more than a year, ranging from 4.25% -4.50%. The Government compliant investments, allowable by the District, the Florida Prime and the Wells Fargo Sweep Investment Accounts, utilize Money Market Mutual Fund type investments (moving in the same direction as the Federal Funds rate). This is where excess funds of the District, above current operating needs, are housed. The returns for these Accounts averaged 4.71% and 4.24%, respectively, on an annualized basis for the first three quarters, totaling \$338,426.65 year to date. Florida Prime's additional flexibility, utilizing repurchase agreements and fixed income securities, was able to achieve higher returns than the Federal Funds Rate this YTD.

3) Line Item 390 – Grants -100.46% - Receipt of non-guaranteed Grant funds from entities such as Syngenta, UCF grant, FDACS (to buy Chemical etc.) and Disease Vector Education Center Donation Box, totaling \$411,599.89 to date.

- 4) Line 405- Personal Services – 77.32%
Slightly over the 75% mark.
- 5) Line Item 445 – Personal Service Benefits – 75.53%
Slightly over the 75% mark.
- 6) Line Item 572- Travel & Per Diem, 96.73% - Distance training, **specific events** (i.e. Dodd Short Course, ESOVE, FMCA, AMCA, D. C. Legislative and Florida Legislative Meetings). Majority of District wide training events attended and expended in off-season. Additional travel & Per Diem utilized for applied research purposes. Above budgeted amounts are being or have been reimbursed through Grant/ Workshop Budget.
- 7) Line Item 582 – Freight Service 133.43%
Rate increase in freight service due. Utilized as needed for shipping parts, increase shipping of helicopter components (to and from) to repair, weekly shipping of chicken blood and mosquito eggs and shipping related to Grants and increase requirement for shipping of SIT program. Budget category has been increased in the upcoming Budget.
- 8) Line Item 584 – Utility Service 79.67%
Slightly over the 75% mark.
- 9) Line Item 588 – Fleet/Prop/Liability Package 83.32%
Commercial Fleet/ Liability Insurance policy is paid in full for the whole Fiscal Year during the first month of the new Budget Year. The Policy commences on October 1st as approved by the Board. Remaining 16.6% has been earmarked for the allocable portion of Aviation Insurance which commences in August 2025.
- 10) Line Item 663 – Printing/Reproduction- 79.51%
Slightly over the 75% mark.
- 11) Line Item 673 – Other Current Charges 102.66%
Increased requirements of RFP Charges, Bank Charges and online job posting, above the threshold due to increasing complexity of District's Financial dealings.
- 12) Line Item 693 – Office Supplies- 91.64%
Increased reporting, due to increase in Applied Research Activity, positions, etc. Office Supply usage, not ratably tied to mosquito season.
- 13) Line Item 720 – Training 105.99%
For the third fiscal quarter of the year, 105.99% due Distance training, **specific events** (i.e. Dodd Short Course, FMCA, AMCA, D. C. Legislative and Florida Legislative Meetings). Majority of District wide training events attended and expended in off-season. Additionally, the AMCD Arbovirus workshop which occurred in the end of March incurred training/ travel and miscellaneous production costs. Part of the Training was covered by the earning/registration fee from the workshop.

Thank You

Anastasia Mosquito Control Anastasia Mosquito Control District
Profit & Loss Budget vs. Actual
3rd Quarter

	Oct '24 - Jun 25	Budget	\$ Over/ (Under) Budget	% of Budget
Income				
360 · Taxes	8,166,215.86	8,211,881.00	-45,665.14	99.44%
386 · Interest Earned	338,426.65	325,000.00	13,426.65	104.13%
388 · Prior Year Tax Distribution	848.11	0.00	848.11	100.0%
390 · Grants	411,599.89	409,708.74	1,891.15	100.46%
392 · Miscellaneous	14,459.83	60,000.00	-45,540.17	24.1%
393 · EDU Center Sales	7,583.15	15,000.00	-7,416.85	50.55%
Total Income	\$ 8,939,133.49	\$ 9,021,589.74	\$ (82,456.25)	99.09%
Expense				
405 · Personal Services	2,238,656.26	2,895,160.33	(656,504.07)	77.32%
445 · Personal Service Benefits	1,120,549.20	1,483,514.00	(362,964.80)	75.53%
461 · Operating Expenses	624,260.17	1,098,596.00	(474,335.83)	56.82%
572 · Travel & Per Diem	54,451.85	56,293.00	(1,841.15)	96.73%
580 · Telephone/Commun	16,715.99	25,904.00	(9,188.01)	64.53%
582 · Freight Service	6,004.35	4,500.00	1,504.35	133.43%
584 · Utility Service	47,801.26	60,000.00	(12,198.74)	79.67%
586 · Rentals\Leases	0.00	1,000.00	(1,000.00)	0.0%
588 · Fleet/Prop/Liab Insurance	319,160.21	383,051.00	(63,890.79)	83.32%
605 · Repairs & Maintenance	144,919.50	206,150.00	(61,230.50)	70.3%
663 · Printing/ Reproduction	397.54	500.00	(102.46)	79.51%
667 · Public Promotional Expense	9,920.80	20,000.00	(10,079.20)	49.6%
673 · Other Current Charges	11,112.66	10,825.00	287.66	102.66%
693 · Office Supplies	30,240.00	33,000.00	(2,760.00)	91.64%
696 · Protective Clothing	697.71	2,500.00	(1,802.29)	27.91%
698 · Misc. Supplies	185,433.01	379,900.00	(194,466.99)	48.81%
708 · Tools/Implements	2,325.41	5,000.00	(2,674.59)	46.51%
709 · Publications & Dues	20,398.76	35,440.00	(15,041.24)	57.56%
720 · Training	69,954.60	66,000.00	3,954.60	105.99%
723 · Gas, Oil & Lube	31,254.29	143,280.00	(112,025.71)	21.81%
741 · Chemicals/Solvents	508,499.35	1,190,475.92	(681,976.57)	42.71%
900 · Capital Outlay	1,020,303.52	1,995,976.56	(975,673.04)	51.12%
Total Expenditures	\$ 6,463,056.44	\$ 10,097,065.81	\$ (3,634,009.37)	64.01%
Surplus/ (Deficit)	\$ 2,476,077.05	\$ (1,075,476.07)	\$ 3,551,553.12	



WILTON SIMPSON
COMMISSIONER

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

ARTHROPOD CONTROL BUDGET AMENDMENT

Rule 5E-13.027, F.A.C.
Telephone: (850) 617-7911; Fax (850) 617-7939

Submit to:
Mosquito Control Program
MosquitoControlReports@FDACS.gov
3125 Conner Blvd, Suite E
Tallahassee, FL 32399-1650

A STATEMENT EXPLAINING AND JUSTIFYING THE PROPOSED CHANGES SHOULD ACCOMPANY EACH APPLICATION FOR BUDGET AMENDMENT.

Amendment No. 2025-06 Fiscal Year 2024 - 2025 Date 08/14/25

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: _____ hereby submits to the Department of Agriculture and Consumer Services,
Mosquito Control Program 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
\$ 18,894,293.67	\$ 8,569,865.93	\$ 18,894,293.67	\$ 199,119.27	\$ -	\$ 19,093,412.94

NAME SOURCE OF INCREASE: (Explain Decrease) _____

BUDGETED RECEIPTS

ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 8,211,881.00	\$ 134,884.41	\$ -	\$ 8,346,765.41
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ 409,708.74	\$ 11,083.28	\$ -	\$ 420,792.02
361	Interest Earnings	\$ 325,000.00	\$ 53,151.58	\$ -	\$ 378,151.58
364	Equipment and/or Other Sales	\$ -	\$ -	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00
380	Other Sources	\$ -	\$ -	\$ -	\$ -
389	Loans	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 9,021,589.74	\$ 199,119.27	\$ -	\$ 9,220,709.01
Beginning Fund Balance		\$ 9,872,703.93	\$ -	\$ -	\$ 9,872,703.93
Total Budgetary Receipts & Balances		\$ 18,894,293.67	\$ 199,119.27	\$ -	\$ 19,093,412.94

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	\$ 2,895,160.33	\$ 138,151.67	\$ -	\$ 3,033,312.00
20	Personal Services Benefits	\$ 1,483,514.00	\$ 10,568.60	\$ -	\$ 1,494,082.60
30	Operating Expense	\$ 1,098,596.00	\$ -	\$ -	\$ 1,098,596.00
40	Travel & Per Diem	\$ 56,293.00	\$ -	\$ -	\$ 56,293.00
41	Communication Services	\$ 25,904.00	\$ -	\$ -	\$ 25,904.00
42	Freight Services	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
43	Utility Service	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00
44	Rentals & Leases	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
45	Insurance	\$ 383,051.00	\$ -	\$ -	\$ 383,051.00
46	Repairs & Maintenance	\$ 206,150.00	\$ -	\$ -	\$ 206,150.00
47	Printing and Binding	\$ 500.00	\$ -	\$ -	\$ 500.00
48	Promotional Activities	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
49	Other Charges	\$ 10,825.00	\$ 3,990.00	\$ -	\$ 14,815.00
51	Office Supplies	\$ 33,000.00	\$ -	\$ -	\$ 33,000.00
52.1	Gasoline/Oil/Lube	\$ 143,280.00	\$ -	\$ -	\$ 143,280.00
52.2	Chemicals	\$ 1,190,475.92	\$ -	\$ -	\$ 1,190,475.92
52.3	Protective Clothing	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
52.4	Misc. Supplies	\$ 379,900.00	\$ -	\$ -	\$ 379,900.00
52.5	Tools & Implements	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
54	Publications & Dues	\$ 35,440.00	\$ -	\$ -	\$ 35,440.00
55	Training	\$ 66,000.00	\$ -	\$ -	\$ 66,000.00
60	Capital Outlay	\$ 1,995,976.56	\$ 46,409.00	\$ -	\$ 2,042,385.56
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ 227,361.93	\$ -	\$ -	\$ 227,361.93
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
Other	Please Select Other Accounting Code	\$ -	\$ -	\$ -	\$ -
Other	Please Select Other Accounting Code	\$ -	\$ -	\$ -	\$ -
Other	Please Select Other Accounting Code	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET AND CHARGES		\$ 10,324,427.74	\$ 199,119.27	\$ -	\$ 10,523,547.01
0.001	Reserves - Future Capital Outlay	\$ 6,579,678.93	\$ -	\$ -	\$ 6,579,678.93
0.002	Reserves - Self-Insurance	\$ -	\$ -	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$ 1,840,490.00	\$ -	\$ -	\$ 1,840,490.00
0.004	Reserves - Sick and Annual Leave	\$ 149,697.00	\$ -	\$ -	\$ 149,697.00
TOTAL RESERVES		\$ 8,569,865.93	\$ -	\$ -	\$ 8,569,865.93
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 18,894,293.67	\$ 199,119.27	\$ -	\$ 19,093,412.94
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -

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

DATE _____

APPROVED: _____
FDACS Mosquito Control Program Representative

DATE _____

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2025

BUDGET AMENDMENT NUMBER 2025-06

PAGE 1 OF 1

COMPUTATIONS

LOCAL FUND

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

Receipts (Excess, Collected above Budgeted Amount):

Revenue: Taxes	\$ 134,884.41
Revenue: Interest Earnings	\$ 53,151.58
Revenue: Grants	\$ 11,083.28

\$ 199,119.27

Less:

Expenditures (Amended):

Personal Services	138,151.67
Personal Service Benefits	10,568.60
Other Charges: Advertising (Public Meetings, RFPs, Bids)	3,990.00
Capital Outlay: A/C Install, Building #200	15,513.00
Capital Outlay: Copy Machine, Front Office	10,896.00
Capital Outlay: Machinery and Equipment, Other	20,000.00

Total Amendment \$ 199,119.27

Net after Revenue Excess


\$ 0.00

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2025


LOCAL BUDGET AMENDMENT NUMBER 2025-06

BUDGET ADJUSTMENT JOURNAL ENTRIES:

Dr) Personal Services	138,151.67	
Personal Service Benefits	10,568.60	
Other Charges: Advertising (Public Meetings, RFPs, Bids)	3,990.00	
Capital Outlay: A/C Install, Building #200	15,513.00	
Capital Outlay: Copy Machine, Front Office	10,896.00	
Capital Outlay: Machinery and Equipment, Other	20,000.00	
Cr) Revenue: Taxes		\$ 134,884.41
Revenue: Interest Earnings		\$ 53,151.58
Revenue: Grants		\$ 11,083.28
	\$ 199,119.27	\$ 199,119.27



PROGRAMS AND THEIR PERFORMANCE MEASURES



Rui-De Xue, Ph.D.
Executive Director
120 EOC Drive, St. Augustine, FL 32092
Adjunct Professor, University of Miami

THE PROGRAM MEANING AND IMPORTANCE

- **A program** is a coordinated set of activities or operations designed to achieve a specific goal
- **Purpose-Driven:** Each program serves a particular objective—like reducing larvae, tracking mosquito species, or educating the public.
- **Structured Operations:** Programs have workflows, protocols, budgets, and personnel assigned to carry out the tasks efficiently.
- **Measurable Impact:** Programs are monitored using key metrics to evaluate how successful they are—such as trap counts, community engagement, or reduced disease risk.

AMCD PROGRAM: OPERATION, SCIENCE & EDUCATION, AND ADMINISTRATION

Operation

- Customer Services and Answer the Service Requests
- Surveillance: mosquito-borne diseases and mosquito population
- Source reduction, larviciding and adulticiding (ground/aerial applications)

Sciences & Education

- Public relation & education
- Applied research (testing & evaluating, SIT)

Administration


CUSTOMER SERVICE & REQUEST HANDLING PROGRAM

Objectives

Deliver timely and professional response;
Streamline intake and resolution for larval surveys, adult complaints, spraying requests, etc.;
Build transparency and trust with residents through clear communication and data-backed action


Goals

Prompt Response within 1 day; Timely Resolution standard larval inspections or spray
Data Accuracy- Ensure service requests are logged, geo-tagged, and dispatched correctly
Resident Experience: Achieve satisfaction in follow-up surveys



PERFORMANCE METRICS

Metric	Target	Application
First Response Time	≤ 1 business day	Initial resident callback or contact
Resolution Time	≤ 2 business days	Case closure for field inspections
Satisfaction Score (CSAT)	≥ 85%	Feedback after spray or inspection
Call Abandonment Rate	≤ 5%	Monitor call center engagement
Request Accuracy Rate	≥ 90%	Correct assignment of service type
Repeat Request Rate	≤ 10%	Track follow-up service needs



SURVEILLANCE OF ARBOVIRUS & MOSQUITO POPULATIONS

Objectives & Goals

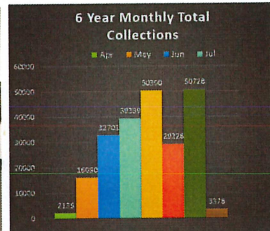
- Detect and monitor arbovirus activity (e.g., West Nile virus, Eastern Equine Encephalitis)
- Track mosquito population dynamics across St. Johns County
- Inform timely and targeted mosquito control interventions
- Protect public health through early warning systems

Surveillance Components

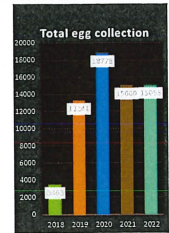
- **Sentinel Chicken Program:** Blood samples tested weekly for antibodies to arboviruses
- **Mosquito Pool Testing:** Gravid traps collect blood-fed mosquitoes; tested for virus presence
- **CDC Light Traps:** 41 traps baited with octanol deployed weekly to monitor species and abundance
- **Environmental Monitoring:** Rain gauges, temperature, and wind data used to predict mosquito emergence




MOSQUITO POPULATION SURVEILLANCE (CDC LIGHT TRAPS BAITED BY OCTENOL & BG TRAPS BAITED BY BG LURES & DRY ICE)



AEDES AEGYPTI & AE. ALBOPICTUS POPULATION SURVEILLANCE (BG TRAPS & OVITRAPS)



KEY METRIC POINTS

Category	Performance Measure	Target / Benchmark
Surveillance Effectiveness	Minimum Infection Rate (MIR)	< 1/1,000 for low-risk zones
	Bias-Corrected Infection Rate (IR)	Verified via CDC PooledInRate tool
Timeliness & Responsiveness	Vector Index (abundance * IR)	Used to trigger intervention zones
	Time: Collection to Lab Result	≤ 48 hours
Data Quality & Coverage	Time: Detection to Notification	≤ 24 hours
	Trap Deployment Frequency	Weekly, March–October
Integration & Impact	Trap Zone Coverage	≥ 90% of operational areas
	Species ID Accuracy	≥ 95%
Efficiency	Sample Size Adequacy	≥ 25 mosquitoes/pool
	Public Health Advisories Issued	Quantified annually
	Adulticide Treatments Initiated	Linked to positive surveillance
	Human Case Reduction	Compared to previous 5-year avg
	Cost per Trap-Night	Used for budget forecasting
	Staff Hours per Cycle	Tracked via operations software
	Software Utilization	GIS & PooledInRate usage metrics

SOURCE REDUCTION AND BIORATIONAL CONTROL

Source Reduction

- Eliminate mosquito breeding habitats by removing or modifying oviposition sites
- Engage the community in proactive cleanup and education efforts
- Reduce reliance on chemical adulticides through habitat management

Biorational Control

- Target immature mosquito stages using environmentally friendly larvicides
- Minimize non-target impacts by using selective biological agents (e.g., Fish, *Bti*, *B. sphaericus*, Spinosad, SIT for species-specific)
- Delay resistance development through rotation and combination strategies

PERFORMANCE METRICS

Category	Metric	Target / Benchmark
Source Reduction	% of identified breeding sites eliminated	≥ 80% within 15 days of inspection
	Number of community outreach events	≥ 6 annually
Biorational Control	Public participation rate in cleanup campaigns	≥ 500 residents/year
	Reduction in container index (CI)	≥ 50% drop in high-risk zones
SIT	Use of integrated products (e.g., Bti + Altosis)	≥ 50% of larvicide treatments
	Larvicide application coverage	≥ 80% of targeted aquatic habitats
SIT with resistance	Residual efficacy of larvicides	≥ 7–14 days (depending on product)
	Resistance monitoring frequency	Quarterly CDC bottle bioassays
	Non-target impact assessments	Annual review with <5% adverse findings

LARVICIDING & ADULTICIDING: GOALS & METRICS

- Interrupt mosquito life cycle by targeting larvae before they emerge as adults
- Minimize adult mosquito populations through proactive aquatic habitat treatment
- Reduce arbovirus transmission risk by lowering vector abundance
- Use environmentally safe products with minimal non-target impact

Metric	Target / Benchmark
Larvicide coverage rate	≥ 80% of known aquatic habitats treated
Residual efficacy duration	≥ 7–14 days depending on product
Larval mortality rate (bioassay)	≥ 90% within 24–48 hours post-treatment
Resistance monitoring frequency	Quarterly CDC bottle bioassays
Product rotation compliance	≥ 80% of treatments use rotated active ingredients
GIS mapping accuracy	≥ 95% of treated sites geotagged
Non-target impact assessment	< 5% adverse findings in annual review

OPERATION CONTROL (GROUND APPLICATION)

Source reduction (300-500 used tires) & biocontrol (fish & SIT)

Larviciding (Bti, IGRs)

Adulticiding (ULV, Barrier, thermal of DUET, permethrin, Bifenthrin, DUET, MosquitoMist, Naled for aerial spraying only)



AMCD: HELICOPTERS & UAV (DRONES) FOR SURVEILLANCE AND TO SPRAY PESTICIDES



PUBLIC RELATION & EDUCATION PROGRAM: GOALS & METRICS

Public Awareness

- Increase understanding of mosquito biology, breeding sites, and disease risks
- Promote community participation in source reduction and personal protection

Education & Engagement

- Deliver age-appropriate mosquito education in the DVEC and community centers
- Empower residents to take action through workshops, campaigns, and digital media

Stakeholder Relations

- Build trust with local government, health departments, and the public
- Communicate program successes and challenges transparently

PERFORMANCE METRICS

Category	Metric	Target / Benchmark
Public Awareness	Website traffic increase post-campaign	≥ 25% spike during campaign period
	Social media engagement rate	≥ 10% per post
	Media mentions (local news, radio, etc.)	≥ 10 per year
Education & Engagement	Public survey awareness score	≥ 80% of respondents aware of program
	Number of school programs delivered at DVEC	≥ 10 annually
	Student/visitor knowledge gain (pre/post test)	≥ 30% improvement
	Community workshop attendance at DVEC	≥ 200 residents/year
Stakeholder Relations	Distribution of educational materials	≥ 5,000 flyers or digital downloads/year
	Number of stakeholder meetings held	≥ 5 annually
	Positive feedback from partners	≥ 90% satisfaction rate
	Inclusion in public health planning documents	≥ 2 formal references/year

APPLIED RESEARCH

Innovation & Evaluation

- Develop and validate new mosquito control methods, tools, and technologies
- Assess efficacy and environmental impact of existing control strategies
- Advance understanding of mosquito behavior, ecology, and disease transmission

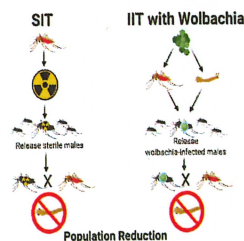
Scientific Contribution

- Publish peer-reviewed research to inform global mosquito control practices
- Collaborate with academic institutions and federal agencies (e.g., CDC, NECE, USDA)
- Support evidence-based decision-making for operational programs

Operational Integration

- Translate research findings into field-ready protocols
- Improve cost-effectiveness and sustainability of control operations
- Inform resistance management and surveillance strategies

STERILE INSECT TECHNOLOGY (SIT) BUILDING



PERFORMANCE METRICS		
Category	Metric	Target / Benchmark
Research Output	Number of peer-reviewed publications	≥ 4 annually
	Number of conference presentations	≥ 3 annually
	Grant funding secured	≥ \$200,000/year
Innovation & Evaluation	Research partnerships established	≥ 3 active collaborations
	Number of new tools/methods tested	≥ 3 per year
	Field validation trials completed	≥ 1 per quarter
Operational Integration	Product efficacy improvement	≥ 10% over baseline
	Protocols adopted into field operations	≥ 2 per year
	Cost savings from research-informed changes	Quantified annually
Community Impact	Resistance monitoring data applied to treatment decisions	≥ 80% of cases
	Public education materials developed from research	≥ 3 annually
	Stakeholder briefings conducted	≥ 4 per year

ADMINISTRATION OBJECTIVES & GOALS	
Governance & Compliance	
<ul style="list-style-type: none"> • Ensure alignment with Florida Statutes and district charter • Maintain transparency through public records, reporting, and board engagement • Support strategic planning and policy development 	
Operational Oversight	
<ul style="list-style-type: none"> • Coordinate interdepartmental functions (finance, HR, IT, and communications) • Facilitate efficient resource allocation and budget execution • Monitor program performance across all divisions 	
Stakeholder Engagement	
<ul style="list-style-type: none"> • Provide timely updates to commissioners, public health partners, and residents • Support grant applications, audits, and legislative reporting • Promote district visibility and credibility through professional networks 	

PERFORMANCE METRICS		
Category	Metric	Target / Benchmark
Governance & Compliance	Board meeting documentation accuracy	100% compliance with Sunshine Law
	Strategic plan updates completed	Annually
	Public records response time	≤ 5 business days
Operational Oversight	Budget variance (actual vs. projected)	≤ 5% deviation
	Interdepartmental reporting compliance	100% quarterly submissions
	Annual performance review completion rate	≥ 95% of staff
Stakeholder Engagement	Grant application success rate	≥ 60% of submitted proposals
	Legislative reporting timeliness	100% on-time submissions
	Commissioner satisfaction score	≥ 90% positive feedback

Acknowledgements



- AMCD Board of Commissioners
- All employees: full-time, grant-contracted, seasonal, interns, and visitors
- All collaborators: Federal, State, County, University/Institute, and Private Industry
- Website & contact: WWW.AMCDJSJC.ORG
- rxue@amcdfi.org

THANK YOU!!!

Anastasia Mosquito Control District of St. Johns County, Florida

Program Goals and Performance Measures

(FY 25/26)

Program #1: Customer & Professional Request Services

A. Goals: Provide high-quality service promptly.

B. Objectives:

- 1). Provide quick and efficient responses to mosquito control services, requested by residents.
- 2). Collaborate with industry and university/institutes for the evaluation and product development of mosquito control products and tools.
- 3). Provide peer reviewing services for professional journals, grant applications/proposals.
- 4). Leadership activity in state and national professional associations

C. Measurable Outcomes:

- Update software and APP for service requests.
- Respond to 100% of the service requests entered into the AMCD database.
- Respond to 80% of the service requests within an average of 48 hours.
- Maintain at least three collaborative projects with industry and or university/institutes per year.
- Review DACS and other agencies' grant proposals.
- Review 5-8 manuscripts for professional scientific journals.
- Staff maintains in professional membership and possible leadership in AMCA, SOVE, and FMCA Board or key committees

Program #2. Surveillance of Arbovirus and Mosquito Population

A. Goals: Reduce mosquito populations and potential mosquito-borne diseases.

B. Objectives:

- 1). Update the location and presence of mosquito-borne diseases (pathogens).
- 2). Explore new technology and methods (AI-powered & molecular-based) for arbovirus detection.
- 3). Monitor vector mosquito species and their geographic distribution.
- 4). Monitor nuisance floodwater/salt marsh mosquito populations and environmental factors that impact their population distribution
- 5). Increase survey of mosquito larvae from storm drains.
- 6). Adopt/promote new surveillance tools (BG counter 2 for *Aedes* mosquitoes).

C. Measurable outcomes:

- Maintain 10-11 arbovirus surveillance sites by sentinel chickens from April through

November for the FY 25/26 season.

- Maintain 41 routine mosquito population surveillance sites (CDC traps, BG traps, and ovitraps). Surveillance sites will be added as St. Johns County's resident population increases.
- Survey of larval populations from storm drains in 3 new subdivisions.
- Generate weekly surveillance data reports to guide mosquito control operations.

Program #3. Source Reduction and Biorational Control

A. Goals: Promotion of environmentally friendly control methods.

B. Objectives:

- 1). Continue to collect and reduce used tires and containers for source reduction.
- 2). Use /apply SIT (radiated male and *Wolbachia-infected* male) as a part of the Integrated Mosquito Management to control vector mosquitoes.
- 3). Maintain a mosquito-fish program for providing to St. Johns County residents based on requests.

C. Measurable Outcomes:

- Pick up and dispose of waste tires as needed (note: AMCD policy limits the collection of no more than 10 tires per site).
- Conduct weekly surveillance in three identified mosquito breeding hot spot sites for SIT releases with 12 BG traps and 24 oviposition cups per site.
- Establish and administer an SIT program to reach 80% capacity in 2026.
- Finalize the longevity evaluation of SIT mosquitoes through 2 mark-release recapture trials in FY 2025/2026.
- Produce 50,000 males per week for release in 2026.
- Place a minimum of 50 fish per quarter in suitable aquatic habitats for biological control.

Program # 4. Larviciding and Adulticiding

A. Goals: Promotion of effective larval and adult mosquito control by ground and aerial applications.

8. Objectives:

- 1). Select and use the most effective larvicides and tools to control larval mosquitoes.
- 2). Select and use the most effective adulticides and tools to control adult mosquitoes.
- 3). Monitor and manage insecticide resistance of larvicides and adulticides used by AMCD.

C. Measurable Outcomes:

- Conduct calibration for larviciding and adulticiding equipment (trucks, drones, and helicopters) and laboratory tools annually, before the mosquito season.
- When larvae are found, conduct larviciding mission within 24 hours by ground and aerial application.
- When adult thresholds are met, conduct adulticide applications within 48 hours by

- ground and aerial application.
- When two consecutive adulticide applications fail (< 65% control between pre- and post-mosquito populations) conduct insecticide-resistant testing.

Program # 5. Public Relations and Education

A. Goals: Develop and enhance collaboration with all related agencies, and improve St. Johns County citizens' knowledge about the prevention and control of mosquitoes and mosquito-borne diseases.

B. Objectives:

- 1). Recognize and increase the collaboration with related agencies, especially local agencies, such as DOH, School Boards, Colleges, Clubs, and the Department of Environmental Protection.
- 2). Promote citizen science and encourage citizens to participate in the activity of mosquito prevention and control.
- 3). Enhance employee and intern training for more professionalism and adoption of new technology to make operational control more efficient.
- 4). Promote public education through the Disease Vector Education Center.
- 5). Evaluate the effectiveness of intern training and public education.
- 6). Provide public record request within legally required times.

C. Measurable Outcomes:

- Reach out to two to four related agencies in 2026.
- Ensure that 100% of seasonals and interns complete the mandatory classroom training within 2 weeks of their start date.
- Ensure 100% of AMCD full-time employees complete the FDACS/AMCD mandatory in-classroom training, and for Mosquito Control Technicians, 40 hours of field training annually.
- Organize the 21st annual workshop & the FMCA Fly In class, March 2-5, 2026.
- Provide 1-2 education & training events per month in the DVEC.
- Host the SOVE annual meeting in mid-September 2026.
- Increase community awareness by participating in popular public gatherings, for example: St. Augustine Annual Christmas, Ancient City Kids Day, and Cracker Days.
- Increase community awareness with all social media posts weekly.
- Provide monthly reports on the education and outreach events.
- Provide monthly reports on the number of visitors to the DVEC and increase the number of visitors by about 1,500 in 2026.
- Provide monthly reports on social media presence to increase viewers gradually.
- Post 100% of our aerial and ground adulticide missions on AMCD's website.
- Update and send email notifications to residents who have signed up for courtesy notifications for 100% of the missions.

Program # 6. Applied Research (Testing & Evaluation)

A. Goals: Enhance existing and test the most practical and efficient surveillance and control methods and tools for the control of mosquitoes and mosquito-borne diseases.

B. Objectives:

- 1). Increase collaboration with the mosquito control industry to test/evaluate new products and technology, such as AI-powered surveillance tools and Robot tech for the application of insecticides.
- 2). Increase collaboration with universities/institutes and industry to find potential grants.
- 3). Promote AMCD's reputation through GLP, publications, leadership, and cooperation at state, national, and international levels.

C. Measurable Outcomes:

- Maintain at least three collaborations with industry and/or universities/institutes per year.
- Collaborate with universities and/or industry for the development and submission of at least two grant proposals per year.
- Submit and publish at least five manuscripts per year.
- Organize an annual adjunct/consulting meeting, before the annual workshop.
- Review GLP's SOPS based on needs.
- Conduct annual GLP Facilities Audit.
- Review MOUS with AMCD partners on an annual basis.
- Send AMCD representatives to three scientific meetings annually.

Program # 7. Administration and Facilities

A. Goals: Maintain AMCD's compliance with federal, state, and local laws and regulations, and run programs more efficiently.

B. Objectives:

- 1). Maintain a balanced budget during FY 2025/2026 as mandated by Chapter 388 and DACS 5E-13 regulations.
- 2). Ensure effective financial planning for FY 2025/2026 as mandated by Chapter 388 and the DACS 5E-13 regulations.
- 3). Recruit and train new employees based on program needs, retain skilled employees, and update employees' knowledge and technology.
- 4). Identify the critical areas of facility maintenance, such as safety, buildings, and equipment repair needs.
- 5). Update on district pay plan and policy, and other policies and procedures.

C. Measurable Outcomes:

1). Reports & Finance:

- Submit the mosquito control Monthly Report-Local Funds report and the Monthly Pesticide Activity Report to the Department of Agriculture and Consumer Services (DACS} before the last day of each month.
- Submit the Detailed Work Plan Budget, Integrated Mosquito Management Plan, and the Annual Certified Budget for Arthropod Control amendments to DACS by the specified deadlines.
- Submit/comply with the TRIM law on time and keep the millage rate under 0.16 for the FY 25/26.
- Submit the financial auditor report to the Auditor General on time.
- Distribute and publish annual program reports, yearly program goals, and measures on our website by October 1.

2). Personnel Management:

- Study and reorganize the District programs and organizational chart.
- Conduct job description reviews and compensation study in FY25/26 to update AMCD pay plan and pay policy.
- Promote two full-time Mosquito Control Technicians from seasonal and or intern positions.
- Update employee public health pest control licenses and continuing education credits annually.
- Conduct annual employee performance evaluations from January to February.
- Conduct quarterly management meetings to identify, document, and prioritize areas requiring maintenance attention.
- Adopt the HR software to improve HR management.
- Update and increase employee training about HR items.

3). Equipment/Facility Maintenance:

- Convert 100% of our adulticide truck fleet in the FY 2025/2026 to new adulticide tracking software and monitoring systems.
- Conduct annual physical inventory and monthly chemical inventory included resale at the DVEC gift shop.
- Renew property, fleet, health, and helicopter insurance on time.
- Collaborate with F DACS, FDOH, D E P , Fire Marshall, and other related agencies for their mandatory inspections.
- Update our Biomedical, SOS database, route location book, notification list, NPDES, hurricane/emergency, flooding, and disaster response plan annually.
- Complete the drainage system repair in 2025.
- Complete database software conversion in 2026.
- Conduct the RFP for the storage building in FY25/26.
- Study analysis of the aerial program cost effectiveness and efficiency.

Anastasia Mosquito Control District of St. Johns County

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BOARD OF COMMISSIONERS:

Gayle Gardner, Chairperson

T.J. Mazzotta, Vice-Chairperson

Tim Burton, Secretary/Treasurer

Trish Becker, Commissioner

Gina LeBlanc, Commissioner



DISTRICT DIRECTOR:

Dr. Rui-De Xue

August 4, 2025

From: Dr. Rui-De Xue, Director & Mrs. Shiela Rivera, HR Generate

RE: Discussion and Approval of the Revised District Public Record Request Policy

AMCD's public record request policy was provided at the Feb 13 Board meeting for an update request. Dr. Xue contacted /collected their public record request policies from several special districts for reference, and Mrs. Rivera worked out an updated version (attached) with the guidelines to follow the State Statutes like other special district policies. Her version was discussed at the committee meetings on May 8 and June 12. The District Attorney, Ms. Hodges, adopted the Florida State Statutes (Article I, Section 24 9a: Florida Public Records Act, Chapter 119 Public Records) and updated the District's public record request policy (attached) for more details. I would like to request that the Board adopt the revised policy as the AMCD public record request policy, effective August 15, 2025.

I appreciate your support.



Anastasia Mosquito Control District Public Records Policy

Purpose:

The purpose of this public records policy is to establish guidelines for staff and board members of the Anastasia Mosquito Control District to ensure that all public records requests are handled in a manner that adheres to the law while promoting transparency of AMCD business.

Authority:

Florida's Public Records Act, Chapter 119 Public Records.
Florida Constitution, Article I, Section 24(a).

Policy:

It is the policy of the district to maintain public records and to make such records available to the public upon request in accordance with Chapter 119 Florida Statutes, and all other applicable public records laws. This policy applies to all AMCD personnel. The District shall provide exceptional customer service to the public, acknowledge, and respond to public records request in a reasonably timely manner.

A request may be submitted in writing, via email, in person, or via telephone. Personnel shall not require the requestor to identify themselves, provide their contact information, require the request to be submitted in writing, or refuse to acknowledge the request. Personnel may ask questions and take notes to clarify what records are being requested, and may provide the requestor with contact information to follow up. In order to streamline the process, requests may be submitted to the District's public records custodian via email at publicrecordsrequests@amcdfi.org, or via telephone at (904)- 471-3107. The Assistant Director shall serve as the District's public records custodian and may delegate processing of the request to the personnel in possession of the requested record.

The District may charge the requestor a fee for duplication of records not to exceed the amounts described in F.S. 119.07 (4), as well as a special service charge when the nature and volume of the public records to be inspected is such as to require extensive use of information technology resources, or extensive clerical and/or supervisory assistance. All applicable fees must be paid in full prior to the fulfillment of the request.

Personnel are not required to answer questions about the public records or create new records in order to fulfill the request. Public records that are exempt from disclosure by law shall not be made available. Public records requests must be made on or after the record becomes public, the District does not accept standing requests.



Anastasia Mosquito Control District Public Records Policy

I. Purpose.

The purpose of this public records policy is to comply with the public records law of the State of Florida and to set forth policy and procedures for providing public accessibility to public records while at the same time safeguarding public records from alteration, damage, theft, or destruction.

The Anastasia Mosquito Control District of St. Johns County (the "*District*" or "*AMCD*") finds that it is in the best interests of the residents of St. Johns County to adopt a public records policy to ensure that the public is given access to the District's public records in an orderly and uniform manner that adheres to Florida law while promoting transparency of AMCD business.

II. Authority.

Florida Constitution, Article I, Section 24(a); Florida's Public Records Act, Chapter 119 Public Records.

Florida Constitution, Article I, Section 24(a), provides that "every person has the right to inspect a copy of any public record made or received in connection with the official business of any public body"

Florida Statute 119.07, provides "Every person who has custody of a public record shall permit the record to be inspected and examined by any person desiring to do so, at any reasonable time, under reasonable conditions, and supervision by the custodian of the public record."

III. Application.

This policy shall uniformly apply to all requests for public records made to the District and its personnel.

IV. Definitions.

- (a) "*Actual cost of duplication*" means the cost of the material and supplies used to duplicate the public record, but does not include labor cost or overhead cost associated with such duplication.
- (b) "*District Custodian*" means the individual designated in Section V below and charged with the responsibility of maintaining the District's office having public records, or his or her designee. The District Custodian shall be the custodian of public records for purposes of Section 119.12, Florida Statutes.
- (c) "*Employee Custodian*" means any District officer or employee who may have supervision and control over a public record being requested of the District or who may have legal

responsibility for the care, keeping or guardianship of a public record being requested of the District.

- (d) "*Public Record*" means all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by the District (Section 119.07, Florida Statutes).

V. Designated District Custodian.

The District Executive Director shall designate an individual to serve as the District Custodian. The District Custodian shall have full authority to manage and coordinate the inspection and copying of public records requested by the public consistent with this Policy. The contract information for the District Custodian shall be prominently posted in the District's administrative office building and on the District's website.

The District Custodian will coordinate with Employee Custodians regarding District public records requests. An Employee Custodian will be responsible for handling, in coordination with and at the direction of the District Custodian, requests for public records which are relevant to the District department, division, or matter, whether the request is made directly to the Employee Custodian, the District Custodian, or any other District personnel or officer.

VI. Policy and General Guidelines.

It is the policy of the district to maintain public records and to make such records available to the public upon request in accordance with Chapter 119, Florida Statutes, and all other applicable public records laws. This policy applies to all AMCD personnel. The District shall provide exceptional customer service to the public, acknowledge, and respond to public records requests in a reasonably timely manner.

A request may be submitted by anyone to the District, in writing, via email, in person, or via telephone. Personnel shall not require the requester to identify themselves, provide their contact information, require the request to be submitted in writing, or refuse to acknowledge the request. Personnel may ask questions and take notes to clarify what records are being requested and may provide the requester with contact information to follow up. To streamline requests, they may be submitted via email to publicrecordsrequests@amcdfi.org.

The District Custodian shall permit the inspection and examination of public records by any person desiring to do so, at any reasonable time, under reasonable conditions, and the supervision of the District Custodian or his or her designee. The District Custodian or his or her designee must acknowledge requests to inspect or copy records promptly and respond to such requests in good faith. A good faith response includes making reasonable efforts to determine from other officers or employees within the agency whether such a record exists and, if so, the location at which the record can be accessed.

- a. Reasonable Time. An automatic delay in producing public records shall not be imposed before allowing access to public records. However, the District Custodian shall be

allowed a reasonable time to retrieve the public records and redact those portions of the record the District Custodian asserts are exempt or confidential from public records disclosure.

b. Reasonable Conditions. The District Custodian shall neither prohibit the inspection and copying of public records nor create burdensome constraints designed to preclude such inspection and copying. Notwithstanding, the District Custodian shall, as circumstances dictate, take appropriate and reasonable steps that would permit the District Custodian to protect the public records from alteration, damage, theft, or destruction.

The District Custodian and District employees, officers, and contractors, as applicable, should be familiar with the requirements of the Florida Public Records law when a public records request is made to inspect or copy a record. General guidance to District staff regarding the Florida Public Records Law is attached hereto as Appendix I.

VII. Public Records Response Procedures.

All requests to inspect and copy public records shall be managed by and coordinated through the District Custodian in accordance with this public records policy. The District Custodian shall create and maintain a public records log, which log shall at a minimum contain the following information:

- a. requests made for public records and the requestor name, if available;
- b. the date and time of the request;
- c. the date and time of the District's acknowledgement of the request;
- d. the records information being requested;
- e. any correspondence sent to the requester regarding the request;
- f. the date and time the request was completed;
- g. fees and special service charges (if any), including the calculation methodology; and
- h. any other information deemed pertinent by the District Custodian to efficiently manage public records requests.

Should any person request public records directly from any District department, the responsible Employee Custodian shall promptly notify the District Custodian of the request. The District Custodian shall immediately log the request and coordinate with the appropriate Employee Custodian, and any other District department that may have a public record being requested, the retrieval and/or copying of the public records. The District Custodian and appropriate Employee Custodian will ensure that the inspection and copying of the public records request has been completed and delivered to the requester.

The District Custodian shall handle all requests for public records on file with the District.

Should the District Custodian receive a request for public records that are not on file with the District Custodian, the District Custodian shall forward said request to the appropriate Employee Custodian, and such Employee Custodian shall be responsible for retrieving and/or copying the public records and forwarding them to the District Custodian in accordance with this public records policy.

To the extent feasible and to avoid disrupting the day-to-day operations of District business, the District Executive Director shall establish a designated area or areas at the District offices to

safeguard public records from alteration, damage, theft, or destruction and allow the public the opportunity to inspect public records.

Should any person requesting public records from any District department or division feel that the department or division has restricted or circumvented their right to inspect public records, said person shall make their request to the District Custodian for resolution.

The District Board of Commissioners, District Executive Director, and District Attorney will be advised immediately of any formal citizen or news media complaints and lawsuits filed against the District regarding access to public records.

VIII. Exempt and Confidential Records.

Florida law provides that some public records are confidential and exempt from public records disclosure (e.g., trade secrets, cybersecurity information, etc.). It is the policy of the District that exempt and confidential public records shall not be disclosed to the public. District personnel and officers shall take reasonable steps to ensure that exempt and confidential documents are not improperly released to the public.

An Employee Custodian who has a question regarding whether a particular public record, or portion thereof, is exempt or confidential should address the matter with their supervisor. If the supervisor cannot determine whether the public record is exempt or confidential, the District Custodian should be contacted to address the matter. Suppose the District Custodian cannot make such a determination. In that case, the District Executive Director and Attorney shall be contacted to determine whether the District should declare a public record to be exempt from public records disclosure or confidential. A record referred to the District Attorney for review shall not be made public until the District Attorney has made a final determination of the legal questions presented. The District Attorney shall review all public records requests that show a legal question as to whether a record contains information that is confidential or exempt.

Suppose the District Custodian, in consultation with the appropriate Employee Custodian and/or District Director and Attorney, asserts that a record, or part of a record, is exempt from public records disclosure or confidential. In that case, the District Custodian shall not fulfill the public records request and state to the requestor the basis of the exemption which the District Custodian believes applies to the record, including the statutory citation to the exemption. Additionally, upon request by the requester, the District Director and Custodian shall state in writing and with particularity the reasons for asserting the exemption and denying the public records request.

Suppose the District Custodian, in consultation with the Employee Custodian and/or District Director and Attorney, asserts that only a portion of a record is exempt or confidential. In that case, the District Custodian shall delete or redact the exempt or confidential portion of the record and produce the remainder of the record, which is not exempt or confidential. The District Custodian may comply with this subsection by using any reasonable method that maintains and does not destroy the exempted portion while allowing public inspection of the nonexempt portion.

Any public record related to a federal agency which contains information that is suspected of being confidential, and said record is deemed public and open for inspection and copying by Florida law, should be examined to determine whether a federal statute (i.e., the federal "Freedom of Information Act") requires the particular information to be exempt from public disclosure.

IX. Fees for Public Records.

The District may charge the requestor a fee duplication of a record not to exceed the amounts described in Section 119.07(4), Florida Statutes, as well as a special service charge when the nature and volume of the public records to be inspected is such as to require extensive use of information technology resources, or extensive clerical and/or supervisory assistance. All applicable fees must be paid in full before the fulfillment of the request. The District Custodian shall furnish a copy (paper or electronic) or a certified copy of the record upon payment of the fee prescribed by law.

a. Fee for Duplication of Public Records:

14" x 8-1/2" or less - one sided	\$0.15
14" x 8-1/2" or less – two sided	\$0.20
All other printed copies	Actual cost of duplication
Tapes/Disks	Actual cost of duplication

Other set fees and charges in the maximum amount permitted under Chapter 119, Florida Statutes, as may be amended.

b. Certified Copy/Postage for Mailing Request

In addition to the actual cost of duplication, a \$1.00 fee shall be charged for each certified copy of a public record. Public records may be mailed upon request, provided that the requester will pay the estimated postage in advance.

c. Electronic or PDF Copies

The District may impose a special service charge if electronic or PDF copies requested require extensive use of information technology resources or extensive clerical or supervisory assistance by District personnel, the District Custodian, or the District Attorney.

d. Fee for Extensive Clerical or Supervisory Assistance

If the nature or volume of public records requested to be inspected, examined, or copied will require extensive use of information technology resources or extensive clerical or supervisory assistance by District personnel, the District Custodian, or District Attorney involved, in addition to the actual cost of duplication, a special service charge may be imposed. The actual charge shall be reasonable and based upon the labor costs incurred or attributable to the District for the clerical and supervisory assistance required of such personnel providing the service.

The amount to be charged shall reflect the actual hourly rate of the individual providing the service. In keeping with the District's commitment to provide open access to public records, there will be no special service charge for requests requiring fifteen (15) minutes or less in actual labor. However, when a person requests public records that require more than fifteen minutes in actual service to locate, review for confidential information, copy, and re-file requested public records, the person will be charged for all time expended above fifteen minutes. Based upon the estimated time to provide the service and the cost of copying, a reasonable deposit may be collected before

the expense is incurred. Monies collected exceeding the actual cost of assistance and copying shall be returned to the person requesting the public records.

Nothing herein shall prohibit the District from providing free copies of public records to the news media, government agencies, and public service charitable groups for purposes of disseminating information to the public, such as copies of District newsletters, District Board of Commissioners or committee meeting agendas, and District press releases.

e. Accepted Payment Methods

The District will accept the following payment methods: cash (in-person only), money order or cashier's check made payable to: Anastasia Mosquito Control District of St. Johns County.

X. Destruction of Public Records.

Pursuant to the requirements of Section 119.021, Florida Statutes, the designated Custodian shall systematically dispose of public records no longer needed by the District, subject to the consent of the records and information management program of the Division of Library and Information Services of the Department of State.

XI. Conflicts.

Nothing herein is intended in any way to conflict with or abrogate Chapter 119, Florida Statutes, public records laws, or any other Florida or federal laws. In the event of any conflict between this policy and any other Florida or federal law, including Chapter 119, Florida Statutes, the conflicting provision of the Florida or federal law shall prevail and apply over the conflicting provisions of this policy.

XII. Reservation Authority.

The authority to modify or amend this policy is reserved for the District Board of Commissioners.

Adopted by the District Board of Commissioners on August 14, 2025.

Revised 8.2025

Appendix I

Florida Public Records Laws – Guidelines for District Employees

The District Custodian and District employees, officers, and contractors, as applicable, should be familiar with this Policy and the following requirements of the Florida Public Records law when a public records request is made to inspect or copy a record, and the District Custodian should advise the public of the same when appropriate:

1. Individuals are not required to identify themselves or make the request in person, in writing or any other particular format, nor give a reason for such a request.
2. Individuals may not be denied access to public records due to the lack of specifics of the record they wish to inspect or copy.
3. Computerized public records are governed by the same rules as written documents and other public records. Information stored on a computer is as much a public record as a written page or a tabulation in a file stored in a file cabinet.
4. District personnel are not required to give out information contained in a public record verbally. The District must provide access to, or copies of, the public records being requested.
5. The District is not required to produce in a particular form or format as demanded by the requestor, nor tailored to the requestor's specific needs. Suppose a particular form or format of a public record does not exist because it is not ordinarily created, filed, produced, maintained, or used in that form by the District. In that case, the District is not required, upon request, to create that public record in such form or format. The District is not required to provide information from records or to create new records in response to a public records request. The District is not required to answer the questions and comments requested by any requester.
6. If any attorney requests to inspect or copy public records regarding a pending lawsuit in which the District is a party, the District Attorney shall be promptly contacted and advised of the request. The District Attorney will determine the District's response to the request.
7. A special service charge or fee may not be imposed for the mere inspection and examination of public records by the public unless the nature or volume of the records to be inspected is such as to require extensive use of information technology resources or extensive clerical or supervisory assistance. As outlined in this Policy, a special service charge or fee shall be required when extensive use of information technology resources or extensive clerical or supervisory assistance is needed to locate, review for confidential information, copy, and re-file requested public records.
8. The District should advise those individuals requesting copies of public records that may be copyrighted that copying such documents may be subject to federal copyright laws and penalties.
9. If a public records request is insufficient to identify the records sought, the custodian shall promptly notify the requester that more information is needed to produce the records.
10. District personnel are not required to create new records to fulfill the records requests.

Director Report (July 2025)

Program Management:

Customer and professional service, as well as the service request process: A total of 186 service requests have been received and provided. Scientists reviewed six manuscripts in response to the editors' invitations. The District used the GLP standard to assist the industry in evaluating its new formulations/products.

Surveillance: One asymptomatic blood donor has tested positive with WNV in St. Johns County in late June, and St. Johns County is under a mosquito-borne illness advisory. All chickens have tested negative for any arbovirus. The CDC traps collected 196 adult mosquitoes. BG traps with dry ice collected 1,533 adult mosquitoes. *Culex* and *Aedes* mosquitoes are the majority. The inspectors continued to survey and treat larvae when they were found, with 467 positive dips of larvae.

Ground and aerial operations: The MC Technician conducted a ULV spray operation 12 times for 9,575 acres. Conducted hand fogger 36 times, barrier treatment to cover about 14 acres, and ground larvicide 191 times for 678 acres. Drone larvicide 13 times for 102 acres. The surveillance helicopter has been back in service. The maintenance and inspection for the other two helicopters are in progress.

Applied research: SIT male mosquitoes' longevity studies and field trials have been continued. The population of mosquitoes was monitored before release in the field sites. A GLP study project about adulticides was conducted in July. AMCD staff proofread two manuscripts for the WingBeats and one for the JAMCA for publication. Egg counting machine and several other projects are under discussion and in process.

Education: AMCD's DVEC has hosted about 2,830 visitors (2,160 were first-time visitors) and conducted tours. DVEC & Education Specialist organized and hosted 80 students and adults at events on Monday and Tuesday, and ES gave a presentation at the Julington Retirement home (26 people) on July 29. Social media had about 2,200 views.

Business Management & Administration: Serve the Board of Commissioners: Staff prepared for July 10's Board meeting, board books, meeting minutes, and proposed agenda for August 14's Board meeting.

Budget and Auditor: The new auditor submitted their accepted contract after the District Attorney's input. The DACS work plan (integrated mosquito management plan) and work plan budget have been submitted. The tentative millage rate has been submitted to related agencies after the Board approved it.

Insurance & Policy: The helicopter insurance has been renewed. The district's employment policy has been implemented after the Board approved it.

Contract: The fence company is to install three gate operators, and the gates are on order. The Northeast part's drainage system will be completed by the end of July. Auditor contract has been updated for Board approval.

HR: Staff contacted the HR Consulting team about the study on the work compensation plan and schedule after the Board approved their proposal. Several items have been implemented and improved.

The Administration Assistant resigned from her position due to a conflicting schedule and missed work hours. A biotechnician was terminated due to bad performance after 6-7 months. High School Interns and several College Interns (a total of 8) have ended on July 31. The Organization Chart and public record request policy have been updated and presented to the Board for discussion and approval.

Meeting:

July 1, 8 am. Met with Aviation staff about hiring an A&P mechanic. 4 pm. Attended a grant application meeting via Zoom.

July 2. Visit a hotel about hosting the SOVE meeting next year. 11 am. I met Commissioner Mr. Mazzotta about the agenda.

July 3, 8 am. I met the Ph.D. student and Lab Manager, Mr. Blore, about his study and work. 10 am. Visited the field for the salt marsh mosquito situation.

July 8, 9 am. Held a group meeting about aviation recruitment. 12:30 pm. Joined a larvicide project meeting via Zoom.

July 9. Am. A group meeting about the HR auditing report and improvement action.

July 10. 9 am. I met the new Commissioner, Mr. T. Burton, about the agenda. 2 pm. Attended the FRS meeting via Zoom. 5 pm. Participated in the Board meeting.

July 11. Process helicopter insurance and other items approved by the Board. Reviewed an article for the Acta Tropica.

July 15. 8:30 am. Staff meeting about the front desk. Pm. Attended the Florida Entomology Society annual meeting and gave a presentation about AMCD programs, University of Florida / Citrus REC.

July 16. Attended the FES meeting in the morning and a visit/tour of their Entomology Laboratory.

July 17. 8 am. Held a management meeting.

July 18. 1:30 pm. Met the new A & P Mechanic. A group meeting about intern students.

July 21. 8:30 am. Met the Pilot and Mechanic about the progress. 1 pm. Field site checks and visits.

July 22. 7:30 am. Observed the field testing. 2 pm. Field check in 208 & SR 16.

July 23. 3 pm. Field checks the US 1 and A1A areas' hot spots.

July 24. 9 am. Met Dr. Peymen about collaboration via Zoom. Reviewed an article about a new larvicide for the Acta Tropica. 3:30 pm. Met with Chairperson Ms. Gardner about the proposed agenda.

July 25. 9 am. Attended the UF Health resource meeting at the DOH.

July 28, 8 am. Group meeting about organization chart, fleet insurance, HR, and receptionist position.

July 29. 1 pm. Held the management meeting.

July 30. 10 am. Met with the UF Library staff, Mrs. Kat Nguyen, about the JFMCA items via Zoom. 12:30 pm. Attended the AMCA Board meeting. Pm. Reviewed an article about ATSB attraction for Parasitology Research. 8:30 am. Visited and met the company representative, Mr. Johnson, about the GLP testing at the District.

July 31. Prepare /produce the Board books.

Task Time Summary

From Date : 07-01-2025

To Date : 07-31-2025

Zone : All

Employee Name : All

Printed on 2025-08-05 10:22:12 EST

Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	1195:30 hrs	193	9739:59 hrs
Aerial Larvicide Drone	25:00 hrs	13	
Aerial Maint	428:05 hrs	109	
Aerial Survey	21:10 hrs	11	
AM Briefing	54:20 hrs	129	
Assist	270:00 hrs	75	
Building & Grounds Work	866:08 hrs	294	
Chicken Program	107:00 hrs	28	
Computer Repair	171:45 hrs	21	
Daily Paperwork	136:05 hrs	191	
DVEC	456:45 hrs	65	
Field Experiment	409:55 hrs	64	
Fish Placement	01:45 hrs	1	
Fish Program	11:00 hrs	3	
Fog Mission Serv Req	06:00 hrs	1	
GLP Management	16:00 hrs	2	
Ground Adulticide	72:45 hrs	24	
Ground Larvicide	476:29 hrs	190	
Ground Site Inspection	749:05 hrs	559	
Hand Adulticide	35:25 hrs	40	
Holiday	408:00 hrs	51	
Insectary	1169:44 hrs	147	
Inventory	16:26 hrs	5	
Lab Experiment	267:45 hrs	46	
Mechanics Time	257:30 hrs	30	
Meeting	34:00 hrs	32	
Molecular Lab Work	277:30 hrs	31	
Mosquito Trap BG	133:30 hrs	14	
Mosquito Trap CDC Oc	37:45 hrs	5	
Mosquito Trap ID	61:00 hrs	11	
Mosquito Trap OV	06:00 hrs	1	
Mosquito Traps Misc	10:00 hrs	1	
Personal Fogger	00:30 hrs	1	
Produce Papers & Programs	204:00 hrs	43	
Project Research	171:30 hrs	21	
Public Relations	10:00 hrs	1	
Public School Program	28:00 hrs	3	
Resupplying Trucks	103:49 hrs	180	
Source Reduction (tires)	05:18 hrs	3	
Supervisory	20:30 hrs	7	
Training Classroom	20:30 hrs	5	
Training Field	137:30 hrs	18	
Travel	05:45 hrs	5	
Vehicle Maintenance	33:15 hrs	21	
Annual Leave	553:45 hrs	88	
Leave Without Pay	153:00 hrs	23	

Treatment Summary

From Date : 07-01-2025

To Date : 07-31-2025

Zone : All

Material : All

Task : All

Printed on 2025-08-05 10:21:47 EST

Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	12303 ea	38.1 acre	322.94 ea / acre	86 times
Altosid XR	153 ea	0.35 acre	435.54 ea / acre	4 times
Altosid XRG	680 lb	113.33 acre	6 lb / acre	8 times
Altosid XRG Drone	240 lb	24 acre	10 lb / acre	5 times
Aqua-Kontrol 30-30	611 fl oz	2365.16 acre	0.26 fl oz / acre	3 times
Aqualure 20-20 1:5	1048.5 fl oz	4058.71 acre	0.26 fl oz / acre	6 times
B.t.i. Briquets	782 ea	1.8 acre	435.54 ea / acre	11 times
Cocobear	29 fl oz	0.08 acre	384.02 fl oz / acre	3 times
Duet 50%	800 fl oz	509.55 acre	1.57 fl oz / acre	2 times
Mosquitomist Two	2080 fl oz	3151.51 acre	0.66 fl oz / acre	3 times
Natular DT	2 ea	0 acre	6666.67 ea / acre	1 times
Talstar P	4.67 gal	13.84 acre	0.34 gal / acre	12 times
VectoBac 12AS	7236 fl oz	452.25 acre	16 fl oz / acre	67 times
VectoBac G	470 lb	72.34 acre	6.5 lb / acre	10 times
VectoBac G Drone Air	780 lb	78 acre	10 lb / acre	8 times

Rui-De Xue

From: Dr. Rui-De Xue <rxue@amcdfl.org>
Sent: Wednesday, July 09, 2025 8:13 AM
To: Jdiclaro@amcdfl.org; management-team@amcdfl.org; ggardner@amcdfl.org; tjmazzotta@amcdfl.org; ginaleblanc492@yahoo.com; tbecker@amcdfl.org; tburton@amcdfl.org
Cc: rxue@amcdfl.org
Subject: July Management Meeting, July 17 ay 8am

July's Management Meeting has been scheduled on July 17 at 8 am (Boardroom). The following items will be arranged and discussed. If you have any items for the meeting, please let me know.

July Management Meeting
July 17 at 8 am
Proposed agenda

Program Management:

1. Service requests and service answers
2. Surveillance report (arbovirus, mosquito populations)
3. Operation control (ground application with source reduction, biocontrol, larvicide and adulticide; aerial application with drone and helicopter)
4. Applied research (project update, collaboration, SIT, and grant management)
5. Education (DVEC report, employee training, we plan to host the FMCA Fly In class together with our 21st Annual Workshop in the 1st week of March (2-5), 2026 and the SOVE national meeting in middle of September 2026.

Business Management:

1. Implement of the July 10's Board meeting decision
2. Update on FY24/25 budget and purchase items for August and September
3. Update on FY25/26 budget and prepare for 2 public hearings in September
4. Prepare for fleet and commercial package insurance for September Board meeting
5. Annual physical inventory schedule
6. Chemical and equipment update
7. FY25/26 objectives, goals, and its measures (open for comments and inputs)
8. Next 5-year work plan draft development (collect ideas, suggestion, and comments)
9. Safety and security and update on emergence plan & hurricane preparation
10. HR management, management training plan for supervision skill, performance evaluation, and teamwork and collaboration, update on employee handbook

Rui-De Xue

From: Rui-De Xue
Sent: Monday, July 28, 2025 9:13 AM
To: Whitney Qualls; Richard Weaver; Dena Oliva; Joseph Diclaro; Kai Blore; Sheila Rivera; Scott Hanna
Cc: Rui-De Xue; Commissioner Gayle Gardner
Subject: Management meeting Tuesday (staff conference room) at 1pm

I would like to schedule the key management team meeting for tomorrow at 1:00 p.m. in the staff conference room. The following items will be discussed and arranged. Thanks, Rudy

July 29 at 1 pm

1. Organization chart update
2. Program goal and performance measure
3. FY25/26 budget update for personnel
4. Board books and other items
5. Reception/administration assistant recruit

All government correspondence is subject to the public records law.

July 2025, Monthly Activity Report, Sheila Rivera, HR Generalist

In the month of July, I have been working on the implementation of BambooHR. Employee titles, pay, phone numbers, emails, emergency contacts, and lots of other data was uploaded successfully. Employees can now log in and see some of their information. I expect to be fully completed by September including all onboarding documents for new hires, leave balances for all personnel, and the new career page where we can post our vacancies. I also assisted the team with manning the front desk.

I worked on the organizational chart. Several drafts were developed with staff input and the final draft will be presented to the board. I also worked on a public comment policy. We interviewed and hired , 1 A&P Mechanic, 1 seasonal Mosquito Control Technician and 2 paid interns for the DVEC. Also re-hired a seasonal Mosquito Control Technician.

I handled 1 employee relations issue with successful outcome including proper documentation and training.

Processed 1 termination and 1 resignation including handling termination of benefits and coordinating final leave pay out. I posted the receptionist job to receive applications.

I did a leave balance audit identify over 10 discrepancies and coordinated with Rick to resolve the database issue.

I started a service agreement with Labor Finders with the help of the CFO to have 3 staff members transition to staffing and save AMCD benefit costs while being able to keep trained personnel for our insectary.

I met with the lawyer and the Chair to discuss the results of the HR survey. I presented the results of the full HR audit at the July board meeting and answered all questions from the board.



Anastasia Mosquito Control District
Consolidated Financial Statement-June-YTD 2024-2025

	Jun 25	YTD Budget	Budget	\$ Over/(Under) Budget
Income				
360 · Taxes	105,782	8,166,216	8,211,881	(45,665)
386 · Interest Earned	41,849	338,427	325,000	13,427
388 · Prior Year Tax Distribution		848		848
390 · Grants				
391.2 · Grant Money, Other	1,891	411,600	401,390	10,210
Total 390 · Grants	1,891	411,600	401,390	10,210
392 · Miscellaneous				
392.1 · Workshops		13,943	20,000	(6,057)
392.3 · Salvage	13	412	16,000	(15,588)
392.5 · Other				
392.6 · Dormatory Rent			8,000	(8,000)
392.5 · Other - Other		105	16,000	(15,895)
Total 392.5 · Other		105	24,000	(23,895)
Total 392 · Miscellaneous	13	14,460	60,000	(45,540)
393 · EDU Center Sales	2,468	7,583	15,000	(7,417)
Total Income	\$ 152,003	\$ 8,939,133	\$ 9,013,271	\$ (74,138)
Expenditure				
405 · Personal Services				
410 · Executive Salaries	2,000	17,200	24,000	(6,800)
412 · Full-Time Employees				
414 · Salaries & Wages	157,040	1,442,864	2,129,697	(686,833)
415 · Full-Time Administrative Leave		87,156		87,156
416 · Overtime	2,703	33,766	10,000	23,766
418 · Sick Leave	9,768	102,309	110,000	(7,691)
420 · Annual Leave	19,319	141,163	140,000	1,163
421 · Holiday Pay	11,460	134,927	130,000	4,927
423 · Annual Leave/ Sick Leave Payout			50,000	(50,000)
424 · Reserves for Promotions/Other			20,000	(20,000)
425 · Internal Recognition			1,500	(1,500)
412 · Full-Time Employees - Other			58,333	(58,333)
Total 412 · Full-Time Employees	200,291	1,942,184	2,649,530	(707,346)
426 · Seasonal Employees				
428 · Salaries & Wages	55,874	254,801	219,630	35,171
429 · Seasonal Holiday Pay				
429.1 · Seasonal Administrative Leave		6,262		6,262
429 · Seasonal Holiday Pay - Other	2,389	8,936		8,936
Total 429 · Seasonal Holiday Pay	2,389	15,198		15,198
430 · Overtime	885	9,273	2,000	7,273
Total 426 · Seasonal Employees	59,148	279,272	221,630	57,642
Total 405 · Personal Services	261,439	2,238,656	2,895,160	(656,504)
445 · Personal Service Benefits				

Anastasia Mosquito Control District
Consolidated Financial Statement-June-YTD 2024-2025

	Jun 25	YTD Budget	Budget	\$ Over/(Under) Budget
448 · FICA	19,532	165,860	232,847	(66,987)
450 · Retirement	(6,182)	282,384	384,888	(102,504)
452 · Life/Health/Dental	48,197	603,344	795,925	(192,581)
454 · Workers' Comp Ins		43,932	29,854	14,078
455 · Employee Education	1,194	25,029	30,000	(4,971)
456 · Unemployment Comp			10,000	(10,000)
Total 445 · Personal Service Benefits	62,741	1,120,549	1,483,514	(362,965)
461 · Operating Expenses				
462 · Property Appraiser	27,601	110,405	110,000	405
464 · Tax Collector	2,116	163,752	164,238	(486)
466 · Attorney	5,830	62,753	92,000	(29,247)
468 · Medical Exams				
468.1 · Pre-Employment Admin.	60	820	300	520
468 · Medical Exams - Other		192	1,000	(808)
Total 468 · Medical Exams	60	1,012	1,300	(288)
470 · Audit		14,950	9,000	5,950
474 · Other Contract Svs				
478 · Cleaning Service		11,600	100,000	(88,400)
482.1 · CopyFax (prev. Aztec)	482	4,718	3,500	1,218
488 · Data Hosting			5,400	(5,400)
489 · MACTEC Engineering		460		460
489.0 · Software Subscriptions	4,000	10,048	18,500	(8,452)
489.01 · Software Subscription-Aviation			5,292	(5,292)
489.22 · DropVision Software Maint.			9,900	(9,900)
489.23 · Fieldseeker ULV Adulti. softwar		3,450	3,795	(345)
489.24 · Fieldseeker ULV Adulti. annual			1,012	(1,012)
489.25 · MosquitoMate Supply SIT	5,500	55,000	82,500	(27,500)
489.26 · Reagent costs for DNA extract.			13,200	(13,200)
489.27 · Whole-Genome Sequenc. UF ICBR			22,000	(22,000)
489.28 · BG Counter Sftwre. Licenc.	9,524	9,524	22,414	(12,890)
489.3 · Towing Services			1,000	(1,000)
489.4 · Pest Control	95	1,353	3,500	(2,147)
489.6 · Adjunct Positions, 4 @ \$5,000		17,418	30,000	(12,582)
489.7 · District Program Review			12,000	(12,000)
490.5 · Database Maint./ Upgrades				
490.57 · Computer Server	18,479	18,479	25,000	(6,521)
490.55 · Drone/ Mapping Software Maint.		4,000	10,000	(6,000)
490.5 · Database Maint./ Upgrades - Other		13,200	15,000	(1,800)
Total 490.5 · Database Maint./ Upgrades	18,479	35,679	50,000	(14,321)
493 · Human Resources			24,000	(24,000)
494 · Website Maintenance		1,171	6,000	(4,829)
556 · Uniform Service	1,200	28,430	39,100	(10,670)
560 · Bottled Water	56	276	1,700	(1,424)
562 · Waste Tires	32	248	5,000	(4,752)

Anastasia Mosquito Control District
Consolidated Financial Statement-June-YTD 2024-2025

	Jun 25	YTD Budget	Budget	\$ Over/(Under) Budget
571 · Other Professional Services				
571.1 · IT Consultants			20,000	(20,000)
571 · Other Professional Services - Oth	4,300	48,849		48,849
Total 571 · Other Professional Services	4,300	48,849	20,000	28,849
474 · Other Contract Svs - Other	4,292	42,254	42,245	9
Total 474 · Other Contract Svs	47,960	270,477	522,058	(251,581)
564 · Aerial OPS			200,000	(200,000)
569 · Attorney Fees, Other		220		
461 · Operating Expenses - Other	58	690		690
Total 461 · Operating Expenses	83,625	624,260	1,098,596	(474,336)
572 · Travel & Per Diem				
573 · SOVE Meetings	420	3,954	8,518	(4,564)
574 · AMCA - Meetings		23,378	19,715	3,663
575 · AMCD Events		1,308	2,000	(692)
576 · FMCA - Meetings	552	11,712	11,060	652
578 · Training, Other		1,474		1,474
579 · Travel Associated w/ Training		7,691	15,000	(7,309)
572 · Travel & Per Diem - Other	203	4,935		4,935
Total 572 · Travel & Per Diem	1,175	54,452	56,293	(1,841)
580 · Telephone/Commun	2,206	16,716	25,904	(9,188)
582 · Freight Service	2,023	6,004	4,500	1,504
584 · Utility Service	5,092	47,801	60,000	(12,199)
586 · Rentals\Leases			1,000	(1,000)
588 · Fleet/Prop/Liab Insurance				
592 · Above Ground Tank Ins			1,082	(1,082)
593 · Aerial Insurance			70,000	(70,000)
588 · Fleet/Prop/Liab Insurance - Other		319,160	311,969	7,191
Total 588 · Fleet/Prop/Liab Insurance		319,160	383,051	(63,891)
605 · Repairs & Maintenance				
606 · Outside Maintenance				
608 · Buildings/Grounds	4,318	26,135	16,000	10,135
610 · Trucks		3,048	5,000	(1,952)
614 · Misc. Equipment		4,369	6,000	(1,631)
616 · Boats		698	250	448
618 · Heavy Equipment			5,000	(5,000)
620 · Office Equipment		2,732	1,000	1,732
622 · Computers			5,000	(5,000)
624 · Telephones	49	204	1,000	(796)
626 · Other			1,000	(1,000)
606 · Outside Maintenance - Other		306		306
Total 606 · Outside Maintenance	4,367	37,492	40,250	(2,758)
627 · Aerial Maintenance Costs				
627.10 · Mechanical Maint. Contract Serv			4,000	(4,000)

Anastasia Mosquito Control District
Consolidated Financial Statement-June-YTD 2024-2025

	Jun 25	YTD Budget	Budget	\$ Over/(Under) Budget
627.2 · Avionics Repair (radios)			5,000	(5,000)
627.4 · Aircraft Spray System Maint.		912	2,500	(1,588)
627.7 · Night Vision Goggles (semi-annu		390	1,000	(610)
627.8 · Misc. Aerial Tools & Equipment	9,473	10,318	4,000	6,318
627 · Aerial Maintenance Costs - Other	13,382	48,732	50,400	(1,668)
Total 627 · Aerial Maintenance Costs	22,856	60,352	66,900	(6,548)
635 · Inside Maintenance				
636 · Maintenance of Equipment- Other	255	4,161		4,161
638 · Trucks		5,845	20,000	(14,155)
642 · Boats			500	(500)
644 · Heavy Equipment			7,500	(7,500)
646 · Misc. Equipment	428	14,616	25,000	(10,384)
648 · Batteries			5,000	(5,000)
650 · Tires		255	10,000	(9,745)
652 · Welding Supplies		222	2,000	(1,778)
654 · Cleaning Supplies	424	5,513	4,000	1,513
655 · Minor Structural Improv & Maint		3,905	10,000	(6,095)
657 · Materials for Const. & Maint.		112	12,000	(11,888)
659 · Computers		510	3,000	(2,490)
635 · Inside Maintenance - Other		11,799		11,799
Total 635 · Inside Maintenance	1,107	46,938	99,000	(52,062)
605 · Repairs & Maintenance - Other		138		138
Total 605 · Repairs & Maintenance	28,329	144,920	206,150	(61,231)
663 · Printing/ Reproduction				
664 · Printing		170	500	(330)
663 · Printing/ Reproduction - Other	228	228		228
Total 663 · Printing/ Reproduction	228	398	500	(102)
667 · Public Promotional Expense				
668 · Avertising/ Education	8	9,748	20,000	(10,252)
667 · Public Promotional Expense - Other		173		173
Total 667 · Public Promotional Expense	8	9,921	20,000	(10,079)
673 · Other Current Charges				
66900 · Reconciliation Discrepancies		2		2
676 · Advertising, Other				
676.1 · Legal Notices		2,635	2,000	635
676.2 · Public Notices	135	3,380	1,000	2,380
676.3 · Position Openings		1,975	1,000	975
Total 676 · Advertising, Other	135	7,990	4,000	3,990
677 · Bank Charges	400	1,817	6,000	(4,183)
678 · Registration/Tags		924	250	674
680 · State Community Service Fee		4	300	(296)
682 · Tank Registrations	125	125	275	(150)
673 · Other Current Charges - Other		251		251

Anastasia Mosquito Control District
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	Jun 25	YTD Budget	Budget	\$ Over/(Under) Budget
Total 673 · Other Current Charges	660	11,113	10,825	288
693 · Office Supplies				
694 · Office Supplies & Expense				
694.1 · Software	31	761	3,000	(2,239)
694 · Office Supplies & Expense - Other	1,531	24,782	20,000	4,782
Total 694 · Office Supplies & Expense	1,562	25,543	23,000	2,543
695 · Commissioner Supplies	500	3,900	10,000	(6,100)
693 · Office Supplies - Other	30	797		797
Total 693 · Office Supplies	2,092	30,240	33,000	(2,760)
696 · Protective Clothing	294	698	2,500	(1,802)
698 · Misc. Supplies				
698.2 · Phones			1,500	(1,500)
698.3 · Phones, Parts & Repairs			1,000	(1,000)
698.4 · Sunshine Fund	(32)	(33)	500	(533)
699 · Other Misc. Supplies			500	(500)
700 · Chicken/ Surveillance Supplies	104	14,156	19,000	(4,844)
701 · DVEC				
701.1 · Supplies	411	4,892	5,000	(108)
701.2 · Inventory	1,317	6,151	25,000	(18,849)
701.3 · Utilities	464	4,033	20,000	(15,967)
701.4 · Maintenance	2,417	10,875	15,000	(4,125)
701.5 · Display's Maintenance	189	8,475	8,000	475
701.6 · Advertising	475	3,093	5,000	(1,907)
701.7 · Building & Grounds Repair		4,422	10,000	(5,579)
Total 701 · DVEC	5,272	41,940	88,000	(46,060)
702 · Entomology Supplies				
702.2 · Molecular Lab	2,026	26,317	80,000	(53,683)
702.3 · Insectary	702	1,309	25,000	(23,691)
702.4 · Insectary, SIT		3,373	50,000	(46,627)
702 · Entomology Supplies - Other	5,145	74,625	80,000	(5,375)
Total 702 · Entomology Supplies	7,873	105,624	235,000	(129,376)
704 · Safety Equip/Supplies/Checks				
704.1 · Safety Inspect (Fire, Alarm, Em	2,207	5,271		5,271
704.2 · FDEP Annual Fuel System Check	1,351	1,351	2,500	(1,149)
704.3 · FDEP Annual Generator Tank Chck			2,000	(2,000)
704.4 · FDEP Fuel Syst. Repairs		242	1,500	(1,258)
704.5 · Crain Inspection, Annual		1,250	1,500	(250)
704 · Safety Equip/Supplies/Checks - Other	1,227	10,587	18,500	(7,913)
Total 704 · Safety Equip/Supplies/Checks	4,785	18,700	26,000	(7,300)
705 · Hazardous Waste Disposal		3,714	6,000	(2,286)
698 · Misc. Supplies - Other	(50)	1,332	2,400	(1,068)
Total 698 · Misc. Supplies	17,951	185,433	379,900	(194,467)
708 · Tools/Implements				

Anastasia Mosquito Control District
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	Jun 25	YTD Budget	Budget	\$ Over/(Under) Budget
708.3 · Hand Tools (Foggers, etc.)	375	375		375
708 · Tools/Implements - Other	48	1,951	5,000	(3,049)
Total 708 · Tools/Implements	423	2,325	5,000	(2,675)
709 · Publications & Dues				
710 · Books/Pub/Sub/Mem		9,850	20,500	(10,650)
712 · FMCA Corp Dues		7,500	7,000	500
714 · FMCA Emp Dues			1,225	(1,225)
716 · AMCA Dues		125	5,560	(5,435)
717 · FICPA Dues			275	(275)
718 · AHMP/ACHMM Dues			100	(100)
719 · SOVE Dues		750	780	(30)
709 · Publications & Dues - Other		2,174		2,174
Total 709 · Publications & Dues		20,399	35,440	(15,041)
720 · Training	158	69,955	66,000	3,955
723 · Gas, Oil & Lube				
724 · Gasoline		30,907	108,000	(77,093)
726 · Hydraulic Oil			500	(500)
728 · Transmission Fluid			120	(120)
730 · Diesel Fuel			500	(500)
731 · Aerial Fuel (Jet A)			31,280	(31,280)
732 · Motor Oil			2,880	(2,880)
723 · Gas, Oil & Lube - Other	107	347		347
Total 723 · Gas, Oil & Lube	107	31,254	143,280	(112,026)
741 · Chemicals/Solvents				
744 · Adulticide Products				
758 · Aqualeur 20-20		16,515	88,000	(71,485)
744 · Adulticide Products - Other		180,890	360,526	(179,636)
Total 744 · Adulticide Products		197,405	448,526	(251,121)
745 · NALED		245,649	247,500	(1,851)
746 · BTI Granules		850	55,000	(54,150)
748 · BTI Liquid		11,970	49,500	(37,530)
753 · Altosid WSP	20,000	42,948	44,000	(1,052)
754 · Altosid Xrg Granules				
754.1 · Altosid XR		8,426	4,400	4,026
754 · Altosid Xrg Granules - Other			330,000	(330,000)
Total 754 · Altosid Xrg Granules		8,426	334,400	(325,974)
755 · Oil (Coco Bear)			6,600	(6,600)
756 · Chemicals/ Solvents- Other				
756.1 · Chemical- OTC Non-inventory	72	1,252		
756 · Chemicals/ Solvents- Other - Other			4,400	(4,400)
Total 756 · Chemicals/ Solvents- Other	72	1,252	4,400	(3,148)
759 · Natular DT			550	(550)
Total 741 · Chemicals/Solvents	20,072	508,499	1,190,476	(681,977)

Anastasia Mosquito Control District
Consolidated Financial Statement-June-YTD 2024-2025

	Jun 25	YTD Budget	Budget	\$ Over/(Under) Budget
900 · Capital Outlay				
924.07 · Laptop w/ docking capab. (3)		5,922	12,200	(6,278)
945 · LAND & FACILITY				
945.005 · SIT Building/Misc.				
945.110 · SIT Bldg./ Equipt.(Bld1000)		56,061		56,061
Total 945.005 · SIT Building/Misc.		56,061		56,061
945.007 · Capital Replacements/ Upgrades	5,155	32,140	105,000	(72,860)
945.009 · Drainage Repair Project	2,007	2,007	400,000	(397,993)
945.010 · Construct. EDU Cntr (Bldg. 450)		84,801		84,801
945.015 · Construct EDU Display(Bldg.450)		1,921		1,921
Total 945 · LAND & FACILITY	7,162	176,930	505,000	(328,070)
950 · Machinery and Equipment				
949.07 · AVIATION				
949.081 · TT Straps		33,803	36,000	(2,197)
949.07 · AVIATION - Other		55,568	134,210	(78,641)
Total 949.07 · AVIATION		89,371	170,210	(80,838)
950.005 · ATV/ UTV		13,892	16,500	(2,608)
950.34 · Computers		4,456	10,000	(5,544)
950.36 · Handheld Foggers (4 @ \$2,000)		2,639	5,555	(2,916)
950.38 · Lawn Mower		15,014	17,745	(2,731)
950.42 · Tire Machine/ Balancer			16,500	(16,500)
950.44 · Guardian Chemical Spryer/remote			4,849	(4,849)
950.62 · Guardian Variable Flow Sprayer		160,157	162,666	(2,509)
950.63 · BG Counter Traps (22*3136.10)			68,994	(68,994)
950.64 · Dual-Stage Regulator w/Flowmete			14,037	(14,037)
950.65 · Monitor Flex w/Qterm(14*\$4,400)		27,488	61,600	(34,112)
950 · Machinery and Equipment - Other	4,051	78,711	21,452	57,259
Total 950 · Machinery and Equipment	4,051	391,729	570,107	(178,379)
951 · Software/ Hardware				
951.01 · Upgrading Mapping Software	47,270	47,270	200,000	(152,730)
951.10 · Robot/ AI Recepitonist EDU Cntr		14,966	13,000	1,966
951.11 · Educations Center Website Build		12,279		
951.12 · Meteomatics			4,400	(4,400)
Total 951 · Software/ Hardware	47,270	74,515	217,400	(142,885)
952 · Furniture & Fixtures			10,340	(10,340)
955 · Vehicles				
955.04 · Golf Cart/ Small Vehicle		29,895	27,280	2,615
955.14 · Utility Trailer w/ Gate		9,762	10,318	(556)
955 · Vehicles - Other		331,551	351,607	(20,056)
Total 955 · Vehicles		371,208	389,205	(17,997)
Total 900 · Capital Outlay	58,483	1,020,304	1,704,252	(683,949)
Total Expenditure	\$ 547,105	\$ 6,463,056	\$ 9,805,342	\$ (3,342,285)
Surplus/(Deficit)	\$ (395,101)	\$ 2,476,077	\$ (792,070)	\$ 3,268,147