

Minutes of Board Meeting
Pasco County Mosquito Control District
July 13, 2020

Regular meeting of the Board of Commissioners was called to order at the District office on July 13th, 2020 at 9:00 a.m. Those present were Chairperson Joiner, Treasurer Abbott, Secretary Randy Evans, Interim Director Rogers and Administrative Manager Stevens. Also present were Attorney Steve Booth, Jon Ford of Ford & Associates, Entomologist Agne Janauskaite, Public Education Specialist Jillian Meek, Pilots Wayne Daniels and Chris Beaudin, Aircraft Mechanic Jason Phillips, Ritesh Patel of Nabors, Giblin & Nickerson, Glenn Murray of Airbus Helicopters, and candidate Shanon Holm.

All present stood and repeated the Pledge of Allegiance to the Flag.

Commissioner Evans made a motion to approve the agenda. Commissioner Abbott seconded. Motion Carried.

Commissioner Abbott made a motion to approve the minutes of the last board meeting. Commissioner Evans seconded. Motion carried.

Commissioner Abbott made a motion to accept and approve the purchase orders as presented. Commissioner Evans seconded. Motion carried.

New Business:

A copy of the final employment contract for Adriane Rogers was provided to the Commissioners, reflecting all of the changes they requested as well as the one suggested addition from Attorney Damien D'Ascenzio. Commissioner Abbott made a motion to accept the contract as presented, appointing Adriane Rogers as the District's Executive Director. Commissioner Evans seconded. Motion carried.

Director Rogers presented the Board with an updated contract for the services of Nabors, Giblin & Nickerson, Bond Attorneys, for the services relating to the financing of the helicopters. She reminded them that the contract was already agreed upon at the February 10th meeting and that the updates were only to correct the names listed to reflect the recent change of Director and current dates. Commissioner Joiner signed the contract as the Chairperson.

Glenn Murray of Airbus Helicopters, Inc. gave a presentation on the H125 ship that the District is looking to purchase. He then discussed the different purchasing options.

Payment Schedule & Contingencies	\$100k due at order 20% due at contract Balance due at delivery	\$100k due at order 20% due at contract Split deliveries balance by 12/31/20	\$100k due at order 100% due at contract Split deliveries
Ship 1	\$4,244,237	\$4,117,872	\$4,097,872
Ship 2	\$4,066,119	\$3,914,695	\$3,894,695
Aggregate	\$8,310,356	\$8,032,567	\$7,992,567

Glenn then discussed the cost of the Surety Bonds. There was a brief discussion explaining the purpose of the Surety Bond.

Surety Bond (Marsh)	Price
Ship 1	\$41,500
Ship 2	\$20,753

Payment Schedule	2021	2022
Additional Training	\$0.00 (Credits)	\$36,086

Director Rogers then reviewed the different maintenance contract packages available and made a recommendation to the Board of which plan would be best for the District.

Jon Ford of Ford & Associates presented the Board with the results of the RFP for helicopter financing options. He stated that the District received 5 proposals in total, 3 of them were very reasonable. He added that after carefully reviewing the options, the recommendation was to select Bank of America, as they had the best interest rate and terms.

Commissioner Evans revisited the payment options provided by Glenn Murray. He stated that he preferred the 3rd option of paying \$100,000 ~~down at time of order~~ with a letter of intent and the remaining \$7,992,567 in full at the time of contract execution. Commissioner Joiner agreed. Commissioner Evans made a motion to move forward with the helicopter purchase under this option, allowing for the approval of Bank of America's lease-purchase proposal. Commissioner Abbott seconded. Motion carries.

Ritesh Patel of Nabors, Giblin & Nickerson, presented the Board with a resolution that would allow for the Commissioners to sign any financial paperwork pertaining to the purchase of the helicopters outside of a Board meeting. It was stated that this was needed as the final paperwork was not able to be drafted until after the purchasing option was selected by the Board. Jon Ford added that they were hoping to have all of the paperwork ready in the next couple of days, but it may take longer to complete all of the necessary documents. It was stated that once all of the paperwork was ready, the District would be notified, and a date would be selected for the Chairman and Secretary to sign all of the closing documents outside of a Board meeting. Commissioner Joiner signed the resolution allowing for this necessary step to occur prior to the August Board meeting.

Commissioner Joiner discussed the idea of implementing a Public Comment policy for the Board meetings, in an effort to keep things on track. Attorney Steve Booth stated that he reviewed Pasco County's policy and drafted one that he felt fit the District. It was stated that a spot would need to be added to the agenda, either at the beginning or the end of the meeting. He added that the standard time limit is 3 minutes, but groups should be allowed more time but be limited to 1 representative. He stated that for hearings, the policy would not apply. Commissioner Abbott suggested that there be 2 public comment sections to allow for any additional comments on items discussed that were not on the agenda. It was asked that Director Rogers put the policy together for presentation at the August meeting.

Commissioner Abbott asked if there was an update to be discussed on the issue with Lee County Mosquito Control District, before Attorney Booth left. Director Rogers provided the Commissioners with the opinion letter from Attorney D'Ascenzio. Commissioner Joiner stated that he still felt it would be best to have the District send an apology to Lee County. Commissioner Abbott stated that he disagreed as the original letter received was not a directive of their Board, per his conversation with one of their Commissioners. Commissioner Joiner stated that he felt it was best to send the apology for any possible misgivings or misunderstandings. Commissioner Abbott stated that if the District send an apology, then he would like all of the other documentation pertaining to the issue along with it. Commissioner Evans made a motion to send the letter he drafted and all associated other documents to Lee County. Commissioner Joiner seconded. Motion carried.

Director Rogers discussed with the Board the need to move forward with the building of the new hangar. She stated with a completion date on the horizon for the new helicopters, that it would be pertinent to get the process started. She explained that the District has reached out to try and get some quotes on the project. She asked that the Board give approval to move forward with the project within a financial limit of \$185,000. This would allow for the project to continue forward progress outside of a Board meeting, provided that there is ample review of proposals received. Commissioner Evans made a motion to authorize up to \$185,000 for construction of a new hangar. Commissioner Abbott seconded. Motion carried.

Director Rogers returned the conversation back to the different maintenance packages being offered through Airbus Helicopters, Inc. for the new helicopters that the District is purchasing and presented the recommendation given from the Aviation department. Commissioner Evans made a motion to accept the recommendation of the maintenance packages as presented. Commissioner Abbott seconded. Motion carried.

Director Rogers presented the Board with the first draft of the budget for the 2020-2021 fiscal year. There was some discussions about the additional positions she hopes to add in the next fiscal year. The Board asked for some further justification for the positions to be presented at the August meeting.

Director Rogers talked to the Commissioners about the Budget Hearing dates. The first Budget Hearing was set for Thursday, September 3rd and the Final Budget Hearing was set for Thursday, September 10th, both are at 5:01 p.m. It was also decided to move the September Board meeting to Thursday, September 10th at 3:30 p.m.

Director Rogers asked the Commissioners if we could move the date of the August meeting. It was agreed to move the meeting to Tuesday, August 11th at 9:00 a.m.

Old Business:

Director Rogers informed the Board that the locks on the front door have been changed and reiterated that the gate code for former Director Moore has been deactivated.

Other Business:

Director Rogers reviewed the State's arbovirus activity.

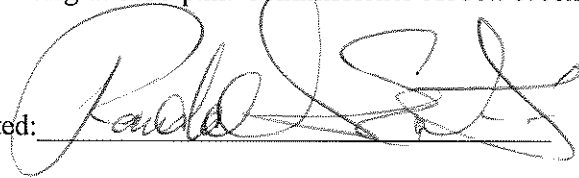
Director Rogers informed the Commissioners that one of the ULV trucks had backed into a fence while out one night. She stated that there was a minor dent in the bumper and it was fixed in-house. She added that one of the larvicide vehicles was backed into by a resident, causing a minor dent in the bumper and that was fixed in-house as well.

Director Rogers informed the Board of the DACS investigation resulting from a resident complaint. She stated that DACS did their regular inspection while they were here and we passed.

Commissioner Evans made a motion to adjourn the meeting at 3:10 p.m. Commissioner Abbott seconded. Meeting adjourned.

Date: 11 AUGUST 2020

Attested:

A handwritten signature in black ink, appearing to read "Paula", written over a horizontal line.