



Pasco County Mosquito Control District  
2308 Marathon Rd. Odessa, FL 33556

## Regular Board of Commissioner's Agenda

January 21, 2025 @ 9:00 AM

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Agenda**
5. **Consent Agenda** – *All items as Consent Agenda items are considered routine and non-controversial by the PCMCD Board and will be approved in a single motion. There will be no separate discussion of these items. Prior to this meeting, all Board Members have had the opportunity to review each of these items and may request that any item be moved to an Action Item for individual consideration.*
  - A. Approval of Minutes
  - B. Financial Report
6. **Public Comment** – *Members of the public wishing to address the Board of Commissioners (BOC) are allotted three (3) minutes to speak, while those representing an organization are given five (5) minutes. Speakers must identify themselves before speaking by stating their name and full address for the record. To ensure mutual respect all remarks should be addressed to the Board as a whole, rather than to individual members of the PCMCD or its staff. Courtesy toward the Board, employees, and the public is expected at all times. Rude or derogatory remarks, personal attacks, abusive comments, or statements questioning integrity, motives, or personalities are strictly prohibited.*
7. **New Business**
  - A. Reinstate Commissioners Randy Evans and Michael Cox by Pasco Cty Clerk & Comptroller – Nikki Alvarez-Sowles
  - B. Commissioner Position Change
  - C. Employee of the Quarter Presentation
  - D. Review Property & Liability Insurance Current Coverages- Commissioner Abbott
  - E. Discuss the creation of an HOA agreement for Marathon Road maintenance
8. **Unfinished Business**
9. **General Information**
  - A. Director's Report and District Operations, A. Rogers
  - B. Community Outreach and Education Report, M. Johnson
  - C. Safety Report, N. McFaul
  - D. Arbovirus Report, A. Prasauskas
10. **Good of the Order**
11. **Upcoming Meetings and Events**
  - A. Regular Board Meetings (9:00 AM unless otherwise noted)
    - February 18, 2025
    - March 11, 2025
    - April 15, 2025
  - B. Events
    - FMCA DODD- January 27-31, 2025
    - President's Day- Office Closed- February 17, 2025
    - Pasco County Fair- February 17- 23, 2025
    - AMCA Annual Meeting- March 3-7, 2025
    - FMCA Legislative Days- March 17-18, 2025
12. **Meeting Adjournment**

**Pasco County Mosquito Control District**

**2308 Marathon Road, Odessa FL 33556**

**Minutes of Regular Board Meeting**

**December 10<sup>th</sup>, 2024**

**Call to Order**

Chairman Evans called the Pasco County Mosquito Control District Board meeting to order at 9:00 A.M.

**Pledge of Allegiance**

Chairman Evans led the Pledge of Alliance to the Flag.

**Roll Call**

Commissioner Evans called the roll. Chairman Evans, Secretary Abbott, and Treasurer Cox were present.

District Staff: Executive Director Rogers, Edwin Martinez, Jose Freundt, Maria Johnson, Lindsay O'Reilly, Luc Dewolf, and Michele Donagrandi.

Additional attendees: Lina Castro, Jonathan Moore (Invision Advisors), Shawn Foster (Sunrise Consulting), Phil Goodman (Florida Mosquito Control Assoc.), Gary Burden (Southstate Bank), Gary Joiner (Citizen), Cathy Julian (Citizen), Laura Donaldson (District Council).

**Approval of Agenda**

Commissioner Evans motioned to approve the agenda; all approved.

**Consent Agenda**

Commissioner Cox motioned to approve the consent agenda; all approved.

**Public Comment**

Commissioner Evans called for public comment. No public comment.

**New Business**

**Fund Balance Policy**

Executive Director Rogers introduced a Fund Balance policy for the Board to review and approve. The purpose of this policy is to establish a process for the Pasco County Mosquito Control District ("District") to maintain a Fund Balance to 1) provide sufficient cash flow for daily financial needs; 2) offset significant economic downturns or revenue shortfalls; 3) provide funds for unforeseen expenditures related to emergencies; and 4) set aside funds for long- and short-term projects.

Commissioner Cox moved to approve the policy with two exceptions: a correction to 1b, changing "US" to "United States," and a revision to 1c, changing "6 months" to "3 months," with an added clarification to include District structural or equipment emergencies. The motion passed unanimously.

## A) FY 2024-2025 Budget Amendment

A budget amendment will be made following the District's discussion and decision regarding the District Facility project. Executive Director Rogers proposed reallocating the funds previously designated for debt service into capital outlay, earmarked for redevelopment. Commissioner Cox motioned to approve the proposal, and the motion passed unanimously.

## Unfinished Business

### A) District Facility

Director Rogers requested the Board make a motion to terminate the solicitations conducted for roadway improvements and offsite utilities for the proposed Pasco County Mosquito Control Campus under RFQ 2024-02. Commissioner Cox motioned to approve the proposal, and the motion passed unanimously.

Director Rogers requested a motion for the Board to terminate the solicitation for prequalification of contractors for the campus construction of the Pasco County Mosquito Control Campus under RFQ 2024-03, noting that the RFP had never been published. Commissioner Cox motioned to approve the proposal, and the motion passed unanimously.

Director Rogers requested the Board's approval of the Surplus of Real Property Policy, which establishes a process for the District to dispose of surplus real property. Commissioner Cox motioned to approve the policy, with Commissioner Evans voting in favor and Commissioner Abbott opposing. The resolution passed. It was recommended that the District conduct a full appraisal of the property to determine its true value, as the property will not be listed on the public market but will instead be sold through a closed bid auction. All documents that support all the testing, pre-work and appraisal information should be included in the ITB package.

Director Rogers further requested the Board to approve Resolution Number 2024-03, which pertains to the sale of the future campus property. Commissioner Cox motioned to approve the resolution. The resolution passed unanimously.

Director Rogers sought approval to proceed with issuing an Invitation to Bid for the future campus property in accordance with the Surplus of Real Property Policy. Commissioner Cox motioned to approve the resolution. The resolution passed unanimously.

Director Rogers proposed a motion to solicit an architect and/or engineer for the renovation or development of the District's existing campus property, in compliance with the requirements of the Consultant's Competitive Negotiation Act. Commissioner Abbott emphasized the importance of thoroughly understanding the budget to determine the most appropriate course of action, whether renovations, refurbishments or rebuilds are necessary for the current property. Commissioner Cox recommended that the District continue working with its current owner's representative, Invision Advisors, to evaluate the best path forward once the final budget is established.

Director Rogers initiated the discussion and requested the Board's direction to develop a spend-down plan. After an in-depth discussion about the timing and objectives of the plan, Commissioner Cox motioned for staff to create a spend-down plan that incorporates all district assets including the proceeds from the surplus property during the budget planning for the 2025-2026 fiscal year.

## **General Information**

### **A) Director's Report and District Operations, A. Rogers**

Executive Director Rogers discussed a visit from Florida's Commissioner of Agriculture and Consumer Services. Florida's Commissioner of Agriculture and Consumer Services, Wilton Simpson, visited the District last week. During his 45-minute visit, he reviewed PCMCD's progress, including arboviral activity updates, the \$441k grant awarded through the Florida Department of Health and CDC for mosquito control activities, and emergency adulticide applications following Hurricane Milton. This visit highlighted the District's effective use of taxpayer funds and the need for future facility improvements.

Rogers then provided an update on the Pasco One Health Alliance; due to Hurricanes Helene and Milton, the inaugural meeting will now take place on January 24th from 8:30–10:30 AM. Additionally, Rogers informed the Board that the new UAS/Drone Pilot position had been filled. The newly promoted team member's experience and enthusiasm will help build the in-house drone program, reducing reliance on contractors and expanding treatment areas. The program aims to be fully operational by the next rainy season. Director Rogers then informed of new staff members, filling the positions of Mechanic and Mosquito Technician.

Director Rogers then provided an update on locally acquired Dengue Virus (DENV) Cases: Nine confirmed cases of DENV have been reported in the Moon Lake area. She further explained additional arboviral activity throughout the 2024. PCMCD has responded to 66 Florida Department of Health (FDOH) cases and 57 sentinel chicken cases this year. Responses include increased surveillance and control measures, with 37 additional traps deployed this week alone, in excess of the routine, weekly traps. Comprehensive responses begin upon notification of suspicion and can last up to six weeks, involving significant time and resources to ensure public safety. These updates reflect PCMCD's commitment to protecting public health and continuously improving its programs.

Commissioner Abbott recommended that the District and its commissioners prioritize public education, with a particular focus on disease spread and response efforts. He proposed a top-down approach, starting with state legislators, county commissioners, and city councils, and suggested presenting them with a comprehensive recap of 2024. Commissioners Cox and Evans agreed with the recommendation and plan to advance this public education campaign in 2025.

### **B) Community Outreach and Education Report, M. Johnson**

The District celebrated Veteran's Day by honoring our veteran employees, including Commissioner Evans. District employees volunteered their time at the Metropolitan Ministries - Heroes Day Holiday Tent, giving back to the community. The District also participated in the Zephyrhills Holiday Parade and will be taking part in the New Port Richey Holiday Parade. Over the course of four school days, we taught Pasco County 5th graders about mosquito control. Additionally, District employees participated in the Great American Teach-In at Pine View, Anclote, Cotee River, Shady Hills, Sun Ray, and Moon Lake elementary schools. The final tour of the year was also conducted. Other events attended included the Runway for Hope Ladies Night hosted by Premier Community Healthcare, the Alliance for Healthy Communities event, and the West Pasco Prayer Breakfast at the YMCA.

### **C) Safety Report, N. McFaul**

Nick McFaul reported no safety or incidents this month.

D) Arbovirus Report, A. Prasuskas

Arbovirus	Florida	Pasco County
West Nile Virus	16 Humans, 10 asymptomatic blood donors, 11 horses, 2 geese, 1 flamingo, 2 ducks, 1 alpaca, 3 mosquito pools and 848 sentinel chickens.	1 human, 1 alpaca, 50 sentinel chickens and 2 mosquito pools
Eastern Equine Encephalitis	56 sentinel chickens, 22 horses, 2 emus, 1 emu flock, 1 duck, 1 deer	1 emu flock, 2 sentinel chickens
St Louis Encephalitis	29 sentinel chickens	5 sentinel chickens
Dengue	859 travel related cases, 74 locally acquired cases	10 travel related cases, 10 locally acquired cases with 1 pending
Chikungunya	11 travel related cases	1 travel related case
Oropouche	90 travel related cases	3 travel related case
Malaria	66 travel related cases	2 travel related case

Pasco County is still under a mosquito-borne illness alert and has been since October 1<sup>st</sup>.

**Good of the Order**

Commissioner Evans commended the staff for their outstanding efforts in managing all activities and effectively conveying critical messages about public health and safety. He also expressed concern for a PCMCD employee whose home was impacted by flooding during the hurricanes. While expressing disappointment that the District would not be moving forward with the new property, he encouraged everyone to maintain a positive outlook for the future.

Commissioner Goodman from the Florida Mosquito Control Association (FMCA) acknowledged the challenges that can arise from negative feedback but encouraged the District to enter the new year with a focus on highlighting its value to the community and public health. He praised PCMCD for its exceptional work, noting that the District is widely regarded as one of the top mosquito control programs in Florida, a distinction of which everyone should be proud.

**Upcoming Meetings and Events**

Commissioner Evans reported on dates of upcoming meetings as part of the Agenda with the following:

A. Regular Board Meetings (9 AM unless otherwise noted)

- January 21, 2025
- February 18, 2025
- March 11, 2025

B. Events

- Christmas Holiday- December 24-25, 2024

- New Year’s Day Holiday- January 1-2, 2025
- USF REACH Leadership Training- January 8-9, 2025
- FASD CDAP Training- January 8-10, 2025
- FMCA DODD- January 27-31, 2025

**Meeting Adjournment**

Commissioner Evans motioned to adjourn the meeting at 10:58 A.M.; all approved.

Meeting Adjourned.

Date: \_\_\_\_\_

Attested: \_\_\_\_\_



Pasco County Mosquito Control District

Mosquito Control Monthly Report - Local Funds

Fiscal Year

2024-2025

Month

December

LOCAL FUNDS RECEIPTS AND BALANCES

ACCT NO	Description	Budgeted Receipts	Monthly Receipts	Prior Month	Receipts Year to Date	Prior Year Receipts YTD	Balance to be Collected
311	Ad Valorem Taxes, R&P Property	\$ 11,568,987.00	\$ 7,648,341.33	\$ 2,422,752.70	\$ 10,073,637.94	\$ 10,269,858.03	\$ 9,146,234.30
334	State Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ 439,892.00	\$ -	\$ -	\$ -	\$ -	\$ 439,892.00
361	Interest Earnings	\$ 380,000.00	\$ 34,771.69	\$ 37,426.09	\$ 115,607.33	\$ 81,940.78	\$ 342,573.91
362	Rents and Royalties	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
364	Disposition of fixed assets	\$ 48,000.00	\$ -	\$ -	\$ 28,600.00	\$ -	\$ 48,000.00
369	Other Miscellaneous Revenues	\$ -	\$ 1,840.85	\$ -	\$ 1,840.85	\$ -	\$ -
380	Other Sources	\$ 1,200.00	\$ -	\$ 423.26	\$ 60,227.94	\$ 5,013.53	\$ 776.74
389	Non-Operating Sources, Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL RECEIPTS</b>		<b>\$ 12,438,079.00</b>	<b>\$ 7,684,953.87</b>	<b>\$ 2,460,602.05</b>	<b>\$ 10,279,914.06</b>	<b>\$ 10,356,812.34</b>	<b>\$ 9,977,476.95</b>
<b>BEGINNING FUND BALANCE</b>		<b>\$ 10,882,046.77</b>					
<b>Total Receipts &amp; Balance</b>		<b>\$ 23,320,125.77</b>	<b>\$ 7,684,953.87</b>	<b>\$ 2,460,602.05</b>	<b>\$ 10,279,914.06</b>	<b>\$ 10,356,812.34</b>	<b>\$ 9,977,476.95</b>

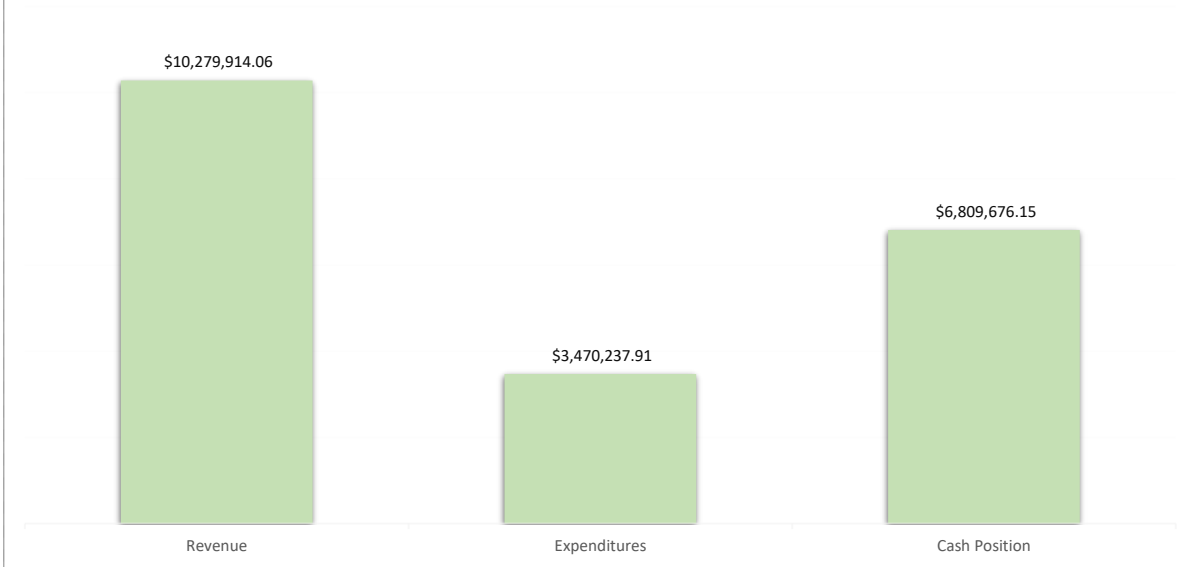
LOCAL FUNDS EXPENDITURES AND BALANCES

ACCT NO	Description	Budgeted Expenditures	Monthly Expenditures	Prior Month	Expenditures Year to Date	Prior Year Expenditures YTD	Balance to be Expended
10	Personal Services	\$ 3,279,463.52	\$ 243,104.14	\$ 243,654.40	\$ 845,413.28	\$ 717,961.70	\$ 3,035,809.12
20	Personal Services Benefits	\$ 1,667,778.10	\$ 194,147.68	\$ 88,757.62	\$ 514,837.82	\$ 327,194.53	\$ 1,579,020.48
30	Operating Expense	\$ 800,603.00	\$ 185,649.35	\$ 65,108.82	\$ 293,013.62	\$ 271,521.31	\$ 735,494.18
40	Travel and Per Diem	\$ 42,720.00	\$ 804.50	\$ 5,996.30	\$ 7,980.32	\$ 9,548.47	\$ 36,723.70
41	Communications Services	\$ 50,280.00	\$ 7,787.53	\$ 1,252.02	\$ 12,249.01	\$ 7,951.36	\$ 49,027.98
42	Freight Services	\$ 12,480.00	\$ 800.35	\$ 975.69	\$ 2,132.90	\$ 507.33	\$ 11,504.31
43	Utilities Expenses	\$ 37,344.00	\$ 4,520.70	\$ 3,995.71	\$ 12,084.04	\$ 9,452.66	\$ 33,348.29
44	Rentals and Leases	\$ 22,690.00	\$ 1,886.74	\$ 938.25	\$ 3,221.94	\$ 1,524.97	\$ 21,751.75
45	Insurance	\$ 338,649.30	\$ 50,969.37	\$ 69,300.06	\$ 172,243.75	\$ 76,092.36	\$ 269,349.24
46	Repairs & Maintenance Services	\$ 501,066.00	\$ 24,416.68	\$ 58,134.21	\$ 117,618.81	\$ 38,608.13	\$ 442,931.79
47	Printing & Binding	\$ 4,590.00	\$ 566.66	\$ 78.67	\$ 776.61	\$ 232.33	\$ 4,511.33
48	Promotional Activities	\$ 50,972.00	\$ 5,162.82	\$ 2,263.54	\$ 7,795.66	\$ 40,443.62	\$ 48,708.46
49	Other Current Charges & Oblig.	\$ 53,514.00	\$ 3,259.02	\$ 3,855.35	\$ 11,771.77	\$ 12,243.97	\$ 49,658.65
50	Supplies & Materials	\$ 3,228,535.60	\$ 436,646.00	\$ 372,202.42	\$ 1,287,368.87	\$ 97,369.54	\$ 2,856,333.18
54	Books, Pubs, Subs, Dues & Memb	\$ 74,250.00	\$ 5,653.72	\$ 667.02	\$ 9,794.51	\$ 10,540.51	\$ 73,582.98
55	Training	\$ 67,540.00	\$ 8,690.00	\$ 535.00	\$ 12,205.00	\$ 14,799.65	\$ 67,005.00
60	Capital Outlay	\$ 9,173,878.25	\$ 45,587.99	\$ 70,740.84	\$ 159,730.00	\$ 711,447.90	\$ 9,103,137.41
70	Debt Service	\$ 2,603,772.00	\$ -	\$ -	\$ -	\$ -	\$ 2,603,772.00
89	Contingency (current year)	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00
<b>Total Budget &amp; Charges</b>		<b>\$ 22,510,125.77</b>	<b>\$ 1,219,653.25</b>	<b>\$ 988,455.92</b>	<b>\$ 3,470,237.91</b>	<b>\$ 2,347,440.34</b>	<b>\$ 21,521,669.85</b>

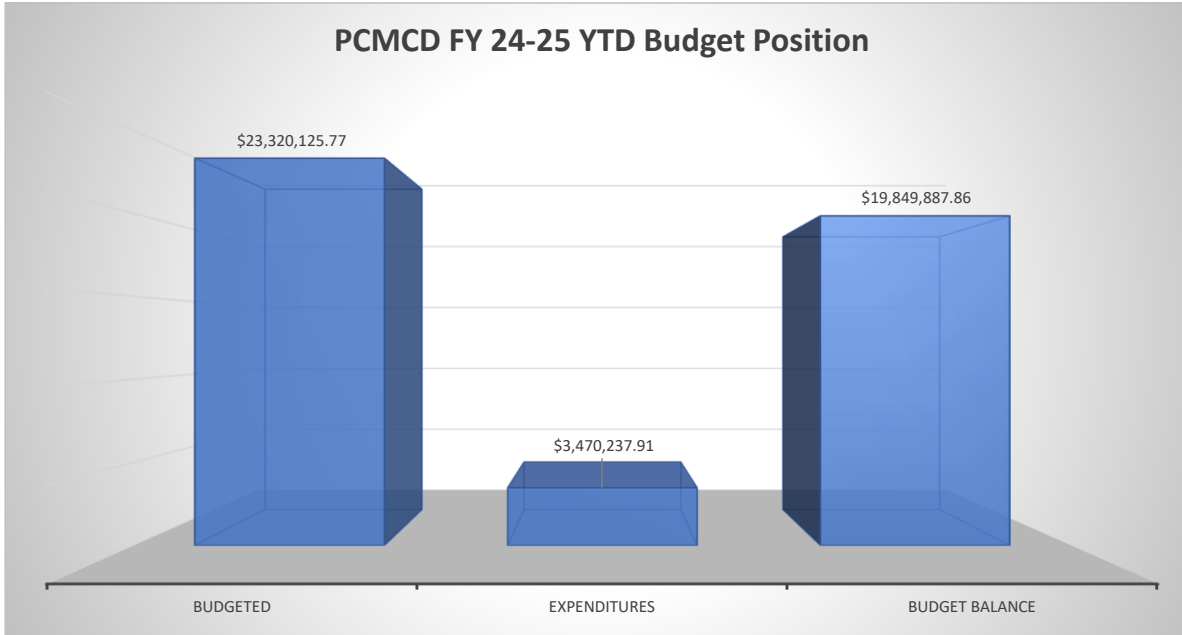
RESERVES

97.0.01	Future Capital Outlay	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00
97.0.02	Restricted for Self Insurance	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
97.0.03	Cash Balance CF to Next Year	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -	\$ 500,000.00
97.0.04	OPEB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
97.0.05	Sick & Annual Leave	\$ 160,000.00	\$ -	\$ -	\$ -	\$ -	\$ 160,000.00
<b>Total Reserve Ending Balance</b>		<b>\$ 810,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 810,000.00</b>
<b>Total Budgetary Expenditures and Balance</b>		<b>\$ 23,320,125.77</b>	<b>\$ 1,219,653.25</b>	<b>\$ 988,455.92</b>	<b>\$ 3,470,237.91</b>	<b>\$ 2,347,440.34</b>	<b>\$ 22,331,669.85</b>
<b>Ending Fund Balance</b>		<b>\$ -</b>	<b>\$ 6,465,300.62</b>	<b>\$ 1,472,146.13</b>	<b>\$ 6,809,676.15</b>	<b>\$ 8,009,372.00</b>	<b>\$ 17,691,722.92</b>

### PCMCD FY 24-25 YTD Operating Cash Position

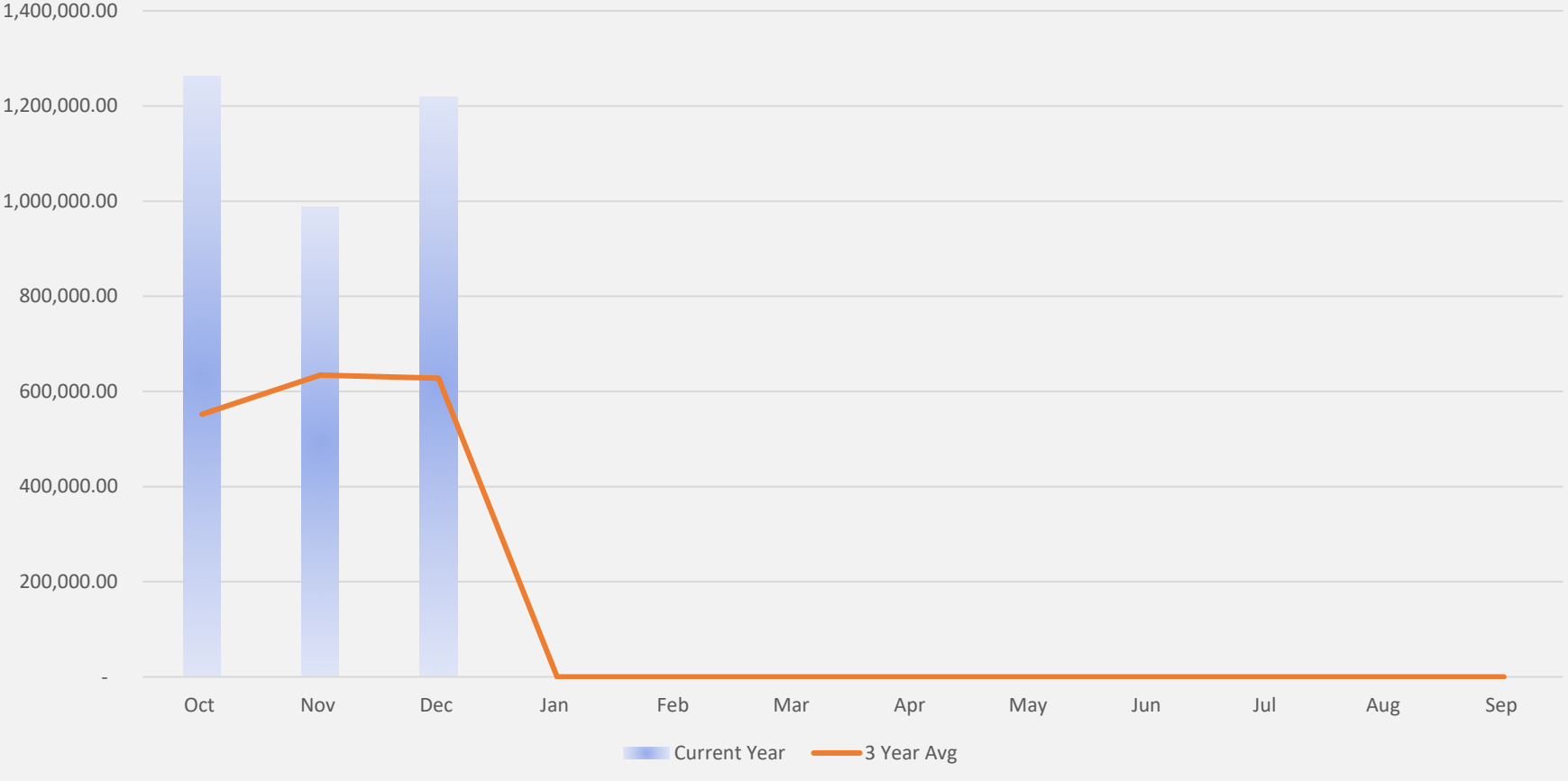


### PCMCD FY 24-25 YTD Budget Position

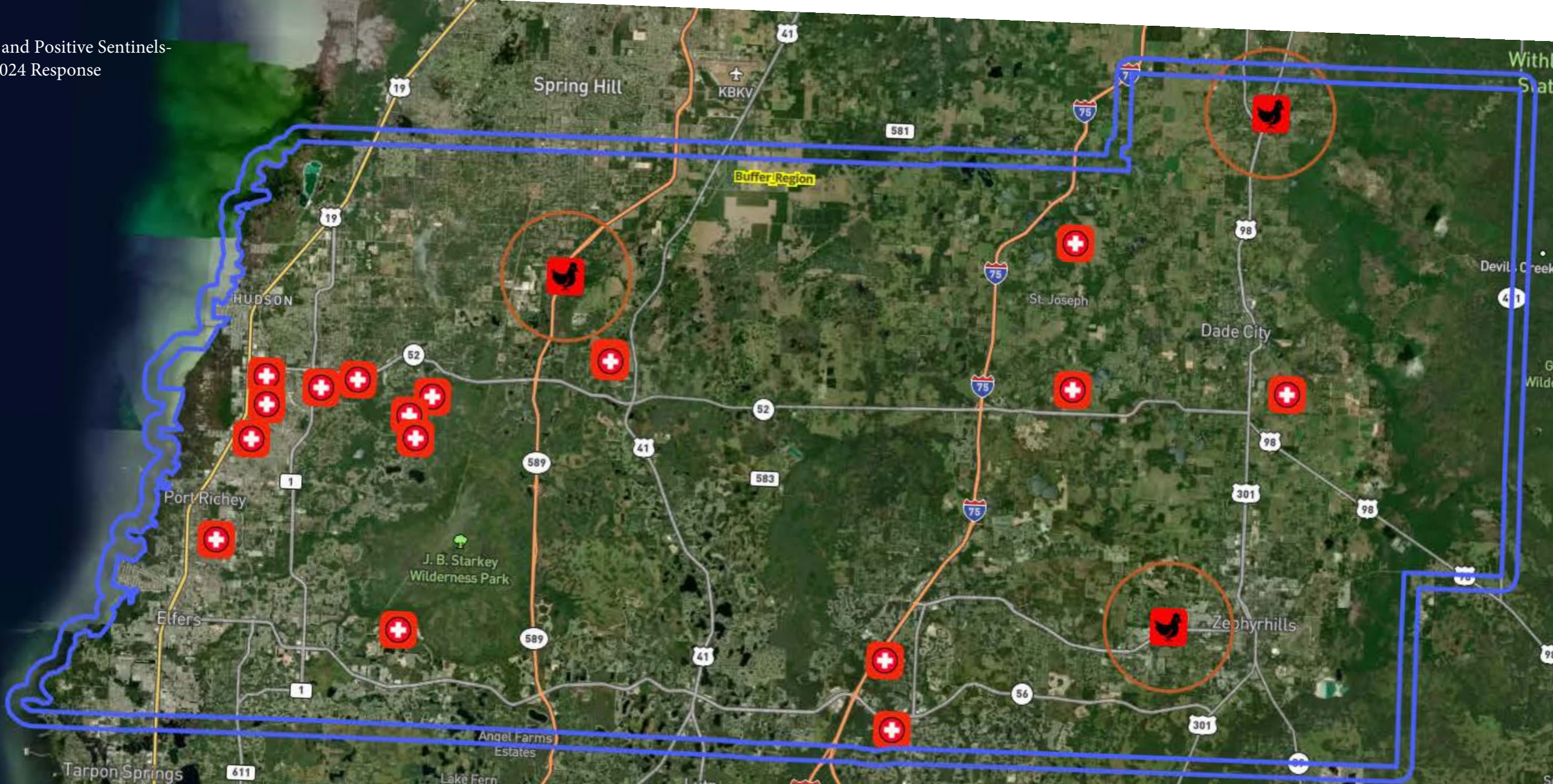




Expenditure Comparison FY24-25 vs Avg of Last 3 Years



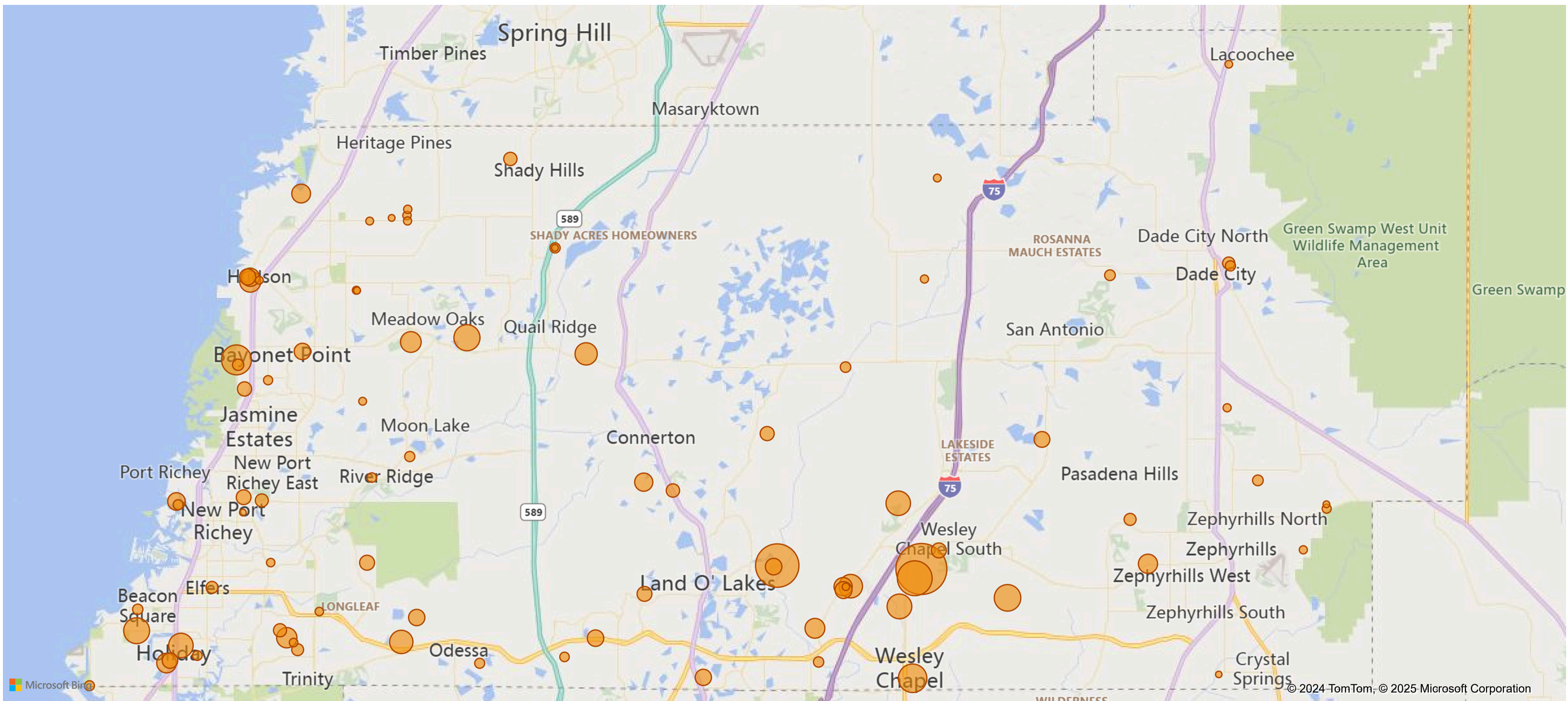
DOH Cases and Positive Sentinels-  
December 2024 Response







Trap Counts December 2023



Year, Month, Day

- ^  2023
- ✓  January
- ✓  February
- ✓  March

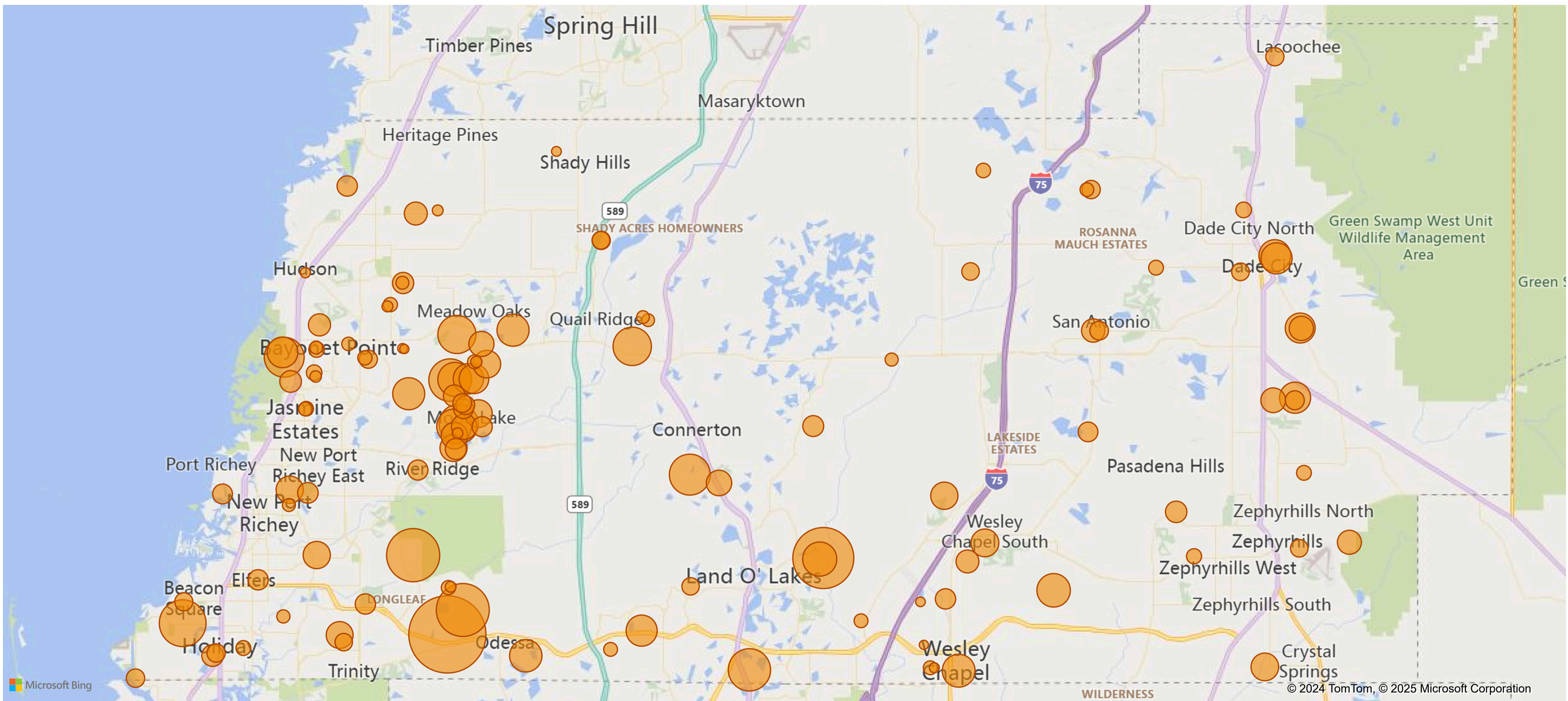
# 15K

Sum of Female count

# 262

Sum of Male count

Trap Counts December 2024



- Year, Month, Day
- ∨  2023
  - ∧  2024
  - ∨  January
  - ∨  February

**61K**  
Sum of Female count

**1186**  
Sum of Male count