

Commissioner Ellis called to order the regular scheduled meeting of the Lee County Mosquito/Hyacinth Control Districts (LCMHCD) on 10/24/2024 at 10:00 a.m. in the William Opp Training Center at the Districts' headquarters, 15191 Homestead Road, Lehigh Acres, Florida 33971.

PRESENT:

Seat 1- Commissioner Ed Brantley, Vice Chairman

Seat 2- Commissioner Brian Farrar

Seat 3- Commissioner Mike Ellis, Chairman

Seat 4- Commissioner Steve Bowen

Seat 5- Commissioner William Burke, Secretary/Treasurer

Seat 6- Commissioner Thomas B. Hart

Seat 7- Commissioner Bruce Scott, not present

Legal Counsel- not present

STAFF:

Executive Director- Dr. David Hoel

Assistant Director- Aaron Lloyd

Deputy Director, LCHCD- Kevin Watts, not present

Chief Financial Officer- Sean O'Neill

Human Resources Director- Jackie Small

Communications Director- Jenifer McBride, not present

Community Engagement Coordinator- Jamie Fowler

Senior Program Analyst- Thais Pineda Alfonso

Executive Administrative Assistant- Sabina Vilarchao

VISITORS:

None

PUBLIC COMMENTS:

The following citizens addressed the Board: None

MINUTES APPROVAL:

Commissioner Ellis requested Board approval for the 09/19/2024 LCMHCD_10331 Board meeting minutes. Commissioner Bowen moved to approve the 09/19/2024 minutes. Commissioner Farrar seconded the motion to approve the minutes as presented. The Board approved unanimously; motion passed.

Commissioner Ellis requested Board approval for the 09/19/2024 LCHCD_10332 Public Hearing meeting minutes. Commissioner Farrar moved to approve the 09/19/2024 minutes. Commissioner Brantley seconded the motion to approve the minutes as presented. The Board approved unanimously; motion passed.

Commissioner Ellis requested Board approval for the 09/19/2024 LCMCD_10333 Public Hearing meeting minutes. Commissioner Bowen moved to approve the 09/19/2024 minutes. Commissioner Brantley seconded the motion to approve

the minutes as presented. The Board approved unanimously; motion passed.

LEE COUNTY HEALTH DEPARTMENT REPORT:

Department of Health report. Jennifer Roth, Health Officer, Department of Health in Lee County provided an update:
<https://www.floridahealth.gov/diseases-and-conditions/mosquito-borne-diseases/documents/2024-43-arbovirus-surveillance.pdf>

CONSENT AGENDA:

10334_Surplus

Commissioner Ellis requested Board approval for the consent agenda item. Commissioner Brantley moved to approve the consent agenda. Commissioner Burke seconded the motion. The Board unanimously approved; motion passed.

OLD BUSINESS:

None

NEW BUSINESS:

10335_Mosquito chemical bids summary – Award and authorize the expenditure of funds for the Annual Price Agreements for adulticide and larvicide chemicals. This action will allow the Purchasing Manager to order adulticide and larvicide chemicals as needed, based on a predetermined minimum/maximum inventory count, over the term of the agreements from January 1, 2025 through December 31, 2025. Total annual expenditure budgeted for chemicals is \$3,500,000 with an additional \$400,000 available in contingency. The total of the bid quotes for chemicals from ITB 25-101 is \$3,485,066 and the total of the current agreement for Dibrom is \$1,740,480. The total of the chemical bids for 2025 is \$5,225,547.

Commissioner Ellis requested Board approval for the 10335_Mosquito Chemical Bids. Commissioner Farrar moved to approve 10335. Commissioner Hart seconded the motion. The Board approved unanimously; motion passed.

10336_Hyacinth chemical bids summary – Award and authorize the expenditure of funds for the Annual Price Agreements for aquatic herbicides, ITB 25-100. This action will allow the Purchasing Manager to order aquatic herbicides as needed, based on a predetermined minimum/maximum inventory count, over the term of the agreements from January 1, 2025 through December 31, 2025. Total annual expenditure budgeted for chemicals is \$180,000. The total of the bid quotes for chemicals from ITB 25-100 is \$62,835.

Commissioner Ellis requested Board approval for the 10336_Hyacinth chemical bids. Commissioner Brantley moved to approve 10336. Commissioner Farrar seconded the motion. The Board approved unanimously; motion passed.

10337_Aircraft purchase selection vote – Request the Board to approve the District's aircraft purchase plan (Option 1). A Board approval of the Option 1 aircraft plan will provide direction for LCMCD executive management in selecting the appropriate aircraft for aerial operations. This approval will only provide guidance to management. Future aircraft purchases will be presented to the board for additional consideration and approval.

Commissioner Hart asked “Are we discussing replacing all Helos?” Dr. Hoel responded, “No, the six helicopters are paid off. This is to replace 2 King Air 200 aircraft with later models with a third purchase in several years to replace the King Air C-90. Additionally, a 7th Air Bus H125 helicopter will be purchased, exactly like the others.”

Commissioner Brantley asked “Are we looking to purchase new or used?” Dr. Hoel responded, “The district is looking into a used 2018.”

Commissioner Ellis requested Board approval for the 10337_Aircraft purchase plan Option 1. Commissioner Burke moved to approve 10337. Commissioner Farrar seconded the motion. The Board approved unanimously; motion passed.

10338_Precision X-ray machine – Purchase a new Precision X-Rad 320 irradiator for Sterile Insect Technique program. Gives LCMCD's SIT department the capability to sterilize adult mosquitoes instead of pupae. Approval of this purchase will also approve a budget amendment to decrease FY2025 amended Reserves (see Agenda item 10343) by \$285,000 and increase the FY2025 Capital Outlay by \$285,000.

Commissioner Bowen asked “The irradiator wasn’t previously budgeted, so we’re looking to amend the budget, correct?” Dr. Hoel responded, “Yes that is correct.”

Commissioner Bowen asked “Once we receive the irradiator, do we have to go through the same procedures and process as we did with our current X-ray machine?” Dr. Hoel responded, “Last time we had Dr. Hahn from the University of Florida assist us with the calibration process.”

Commissioner Brantley asked “How long have we been researching this?” Dr. Hoel responded, “This has been out there for at least a year.”

Commissioner Hart asked “What is the cost to add onto the budget amendment?” Aaron responded, “It will not exceed beyond \$285,000.”

Commissioner Hart asked “How is the program working and its success rate? Are we confident that we’re going to stay in this business?” Dr. Hoel responded, “Yes, I think the district will continue this program.”

Commissioner Brantley commented “I would request we have more frequent presentations on the SIT program, maybe once quarterly.”

Commissioner Ellis requested Board approval for the 10338_Precision X-ray machine. Commissioner Bowen moved to approve 10338. Commissioner Hart seconded the motion. The Board approved unanimously; motion passed.

10339_TPX contract approval – Request Board approval for the purchase of information technology support services from the vendor TPX Communications for FY2025. Per the District's purchasing policy, expenditures over \$150,000 require Board approval. This will authorize payment to TPX Communications for IT support services to provide disaster recovery services, troubleshoot technical issues and to provide network security and software licensing for Microsoft 365. The recurring fixed charges total \$148,512 before out of state taxes and fees are applied. Request the Board to approve a Not To Exceed (NTE) amount of \$185,000 for FY25. This should cover any additional licensing and support services needed for the network.

Commissioner Ellis requested Board approval for the 10339_TPX contract. Commissioner Brantley moved to approve 10339. Commissioner Bowen seconded the motion. The Board approved unanimously; motion passed.

10340_Weiser Security approval – Request Board approval for continuation of the Weiser Security Service contract for security services for the Districts. The Districts went out for bids for security services for FY23 and selected Weiser Security Services. Per the contract there are two additional one-year renewals if both parties agree. Approval is requested to renew the contract for FY25 at the current rates from Weiser for a total annual billing of \$182,653.12 before any additional overtime or additional service requests.

Commissioner Ellis requested Board approval for the 10340_Weiser Security contract. Commissioner Farrar moved to approve 10340. Commissioner Bowen seconded the motion. The Board approved unanimously; motion passed.

10341_FY24 LCMCD budget amendment – Amend the Lee County Mosquito Control District 2024 budget to reallocate budgeted expenditures based on actual results. This budget amendment will reallocate already budgeted expenditures between accounts based on actual operating results for FY2024.

Commissioner Ellis requested Board approval for the 10341_FY24 LCMCD budget amendment. Commissioner Hart

moved to approve 10341. Commissioner Farrar seconded the motion. The Board approved unanimously; motion passed.

10342_FY24 LCHCD budget amendment – Amend the Lee County Hyacinth Control District 2024 budget to reallocate budgeted expenditures based on actual results. This budget amendment will reallocate already budgeted expenditures between accounts based on actual operating results for FY2024.

Commissioner Ellis requested Board approval for the 10342_FY24 LCHCD budget amendment. Commissioner Farrar moved to approve 10342. Commissioner Hart seconded the motion. The Board approved unanimously; motion passed.

10343_FY25 LCMCD budget amendment – Amend the Lee County Mosquito Control District 2025 budget to:

- Increase budgeted revenues and reserves to recognize grant proceeds for expenditures related to Hurricane Ian.
- Increase budgeted Fund Balance - Cash Carry Forward and expenditures based on operating results from FY2024.

This budget amendment will increase the FY2025 budget in the amount of \$300,000 for proceeds related to Hurricane Ian expenditures. This budget amendment will also increase the FY2025 budgeted fund balance by \$4,019,000 for cash carried forward and increase expenditures and reserves by \$4,019,000 for various construction projects and equipment purchases that were not completed by the end of FY2024.

Commissioner Ellis requested Board approval for the 10343_FY25 LCMCD budget amendment. Commissioner Burke moved to approve 10343. Commissioner Hart seconded the motion. The Board approved unanimously; motion passed.

10344_FY25 LCHCD budget amendment – Amend the Lee County Hyacinth Control District 2025 budget to increase budgeted Fund Balance - Cash Carry Forward and Reserves based on operating results from FY2024. This budget amendment will increase the FY2025 budgeted Fund Balance - Cash Carry Forward and Reserves based on operating results from FY2024.

Commissioner Ellis requested Board approval for the 10344_FY25 LCHCD budget amendment. Commissioner Farrar moved to approve 10344. Commissioner Bowen seconded the motion. The Board approved unanimously; motion passed.

OPERATIONS & FACILITIES REPORT: Assistant Director Aaron Lloyd updated the Board.

Operations report –

The season is winding down. Mosquito population is relatively low but there are hot spots in the county where we are treating. Weather has made it difficult to treat with adulticides. Overall, we are in good shape county wide.

Facilities report –

The quad project will be completed this week. We are waiting for a start date on the metal building across from fleet; we anticipate that the project will begin in the next 2 weeks.

EXECUTIVE DIRECTOR'S REPORT: Executive Director Dr. Hoel updated the Board.

Aircraft update:

- One helicopter is finishing a 150-hour inspection.
- N146 returned from overhaul, undergoing LCMCD annual inspection, will be ready in 2-3 weeks.
- Spray calibration will be completed afterwards.
- N762 (King Air incident) will be removed from our property as soon as the insurance adjustor is available to remove it.

Pine Island Center update – We have a party interested in buying the entire Woodstock property, including the lake. Bid is \$500,000. We are working with our Realtor, Tim Foster and a Henderson Franklin lawyer to address issues of title, contract, survey, insurance and closing costs.

Miscellaneous:

- Jamaica- I have been invited by the IAEA to present on LCMCD's SIT program before the Ministry of Health in Jamaica from 29 Oct – 1 Nov. Jamaica, with IAEA assistance, seeks to set up its own SIT program for the island. The

workshop will include a tour of the SIT facility and breakout sessions with Ministry of Health personnel to discuss particulars of our SIT program and future collaborations.

- Charles Chapman of C4 Strategies, LLC visited us on October 2nd to review the process of entering data into our Strategic Plan workbook (Excel spreadsheet). This training was given to all upper management involved with departmental input into the plan. House Bill 7013 requires that all special districts, among other things, report on annual progress of district goals no later than December 1st.
- A Crucial Conversations Workshop occurred on the 3rd and 4th. This training was organized by Jen McBride and provided training to LCMHCD management and supervisors. Crucial Conversations is a method of communication between 2 people with opposing opinions about a high-stakes issue when emotions are running strong.
- Hurricane Milton- the Districts were closed Oct. 8th, 9th, and 10th as Hurricane Milton approached. The afternoon of the 10th, we recalled our aircraft mechanics and pilots to begin VIP tours for the EOC that same day. The Districts suffered no major hurricane damage and was back at work on Friday, Oct. 11th.
- LCMCD received a thank you letter from the Mayor of Sanibel, Mr. Richard Johnson, for a helicopter tour of Sanibel to survey the damage after the hurricane. Mr. Johnson sent 3 Sanibel coins for LCMCD members involved with the mission.
- Emergency Relief services to Lee County is being provided by Lemoine Disaster Services, which deployed to our south runway 2 days prior to the hurricane. Since that time, they have provided 300 missions, stowed 10,000 pieces of equipment on the runway including 100 fuel trucks, generators, satellite receivers, forklifts, food supplies, and much more.

FISCAL REVIEW:

10345_LCHCD

10346_LCMCD

Commissioner Burke presented the LCHCD Treasurer's report for September 2024. Commissioner Burke moved to approve the Hyacinth Control District financials, 10345_LCHCD. Commissioner Bowen seconded the motion. The Board approved unanimously; motion passed.

Commissioner Burke presented the LCMCD Treasurer's report for September 2024. Commissioner Burke moved to approve the Mosquito Control District financials, 10346_LCMCD. Commissioner Farrar seconded the motion. The Board approved unanimously; motion passed.

COMMISSIONERS COMMENTS:

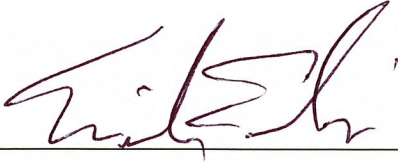
Commissioner Farrar commented "I would thank the staff and management with all the hurricane preparedness. Everyone did a great job. Also, the assessment related to hurricane damage was good, and happy to hear the damages were minimal. Your coordination with EOC and Lee County staff is commendable."

Commissioner Bowen commented "I thank staff for everything you did with back-to-back hurricanes, it had to be hectic, but you did a yeoman's job."

Commissioner Bowen commented "In regards the SIT program, I would agree to have quarterly updates."

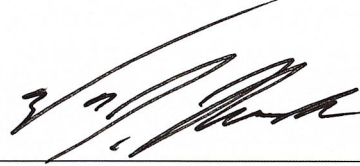
Commissioner Burken commented "I'm very proud that we're still a critical part in Lee County's emergency response. I'm glad we were able to assist with our resources, and I'm pleased with our progress, thank you."

There being no further business, the meeting adjourned at 11:18 a.m.

A handwritten signature in dark ink, appearing to read "Mike Ellis", written above a horizontal line.

Commissioner Mike Ellis, Chairman

Term: November 2020 – November 2024

A handwritten signature in dark ink, appearing to read "William Burke", written above a horizontal line.

Commissioner William Burke, Secretary/Treasurer

Term: November 2020 – November 2024