

COUNTY LINE DRAINAGE DISTRICT
BOARD OF SUPERVISORS'
MEETING AGENDA FOR
APRIL 12, 2017, at 10:00 a.m.
MEETINGS ARE HELD AT 23291 NORTH RIVER ROAD, ALVA, FLORIDA
MEETINGS ARE OPEN TO THE PUBLIC
District Website: districtsarespecial.org/cldd

BOARD OF SUPERVISORS

Mr. Joe Beale, President
Mr. Paul Fabry, Supervisor
Mr. Pat McKenna, Supervisor

EXECUTIVE DIRECTOR

Dana Clement

1) **PRESIDENT, CALL MEETING TO ORDER**

2) **OLD BUSINESS**

- a. Approve the minutes of the quarterly meeting held on January 11, 2017.
- b. Other.

3) **SECRETARY/TREASURER'S REPORT**

- a. Approve the financial reports for January 12, 2017 through April 12, 2017.
- b. Update on the website.
- c. Ratify the audit for year ending September 30, 2016.
- d. Next meetings, (annual & quarterly) are to be held on July 12, 2017. Should a special meeting be held to draft a 2017-2018 budget.
- e. Other.

4) **FIELD REPORT**

- a. Field Report for January, February, and March 2017.
- b. Recommendations for the track hoe.
- c. Other.

5) **ATTORNEY**

- a. Other.

COUNTY LINE DRAINAGE DISTRICT
BOARD OF SUPERVISORS'
MEETING AGENDA
APRIL 12, 2017

6) **ENGINEER**

- a. Status of the Babcock Ranch Project
- b. Select contractor for the Miller's Gulley project.
- c. Other.

7) **NEW BUSINESS**

- a. Other.

8) **SUPERVISOR'S COMMENTS**

9) **CALL FOR PUBLIC COMMENTS**

10) **PUBLIC NOTIFICATION**

"Pursuant to Section 286.0105, Florida Statutes, if any person decides to appeal any decision made by the District with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

11) **ADJOURNMENT**

COUNTY LINE DRAINAGE DISTRICT
QUARTERLY MEETING
APRIL 12, 2017, 10:00 A. M.

PLEASE SIGN YOUR NAME BELOW

- 1) Paul Fabry
- 2) Joe Beale
- 3) Dana Clement
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____
- 11) _____
- 12) _____

COUNTY LINE DRAINAGE DISTRICT
BOARD OF SUPERVISORS
QUARTERLY MEETING MINUTES
FOR THE MEETING HELD ON
APRIL 12, 2017, at 10:00 a.m.
District's Website: districtsapecial.org/cldd

DRAFT

BOARD OF SUPERVISORS

Mr. Joe Beale, President
Mr. Pat McKenna, Supervisor - Absent
Mr. Paul Fabry, Supervisor

SECRETARY/TREASURER

Ms. Dana Clement

OTHER ATTENDEES

None

1) **PRESIDENT, CALL MEETING TO ORDER**

Mr. Beale called the quarterly meeting to order at 10:00 a.m. in the District's office located at 23351 North River Road, Alva, Florida, on Wednesday, April 12, 2017.

Mr. Beale said that Mr. McKenna and Mr. Sebring are not in attendance.

2) **OLD BUSINESS**

a) **APPROVE THE MINUTES OF THE MEETING HELD ON JANUARY 11, 2017**

Mr. Fabry made a motion to approve the minutes of the January 11, 2017, meeting. Mr. Beale seconded the motion and the motion passed unanimously.

3) **SECRETARY/TREASURER'S REPORT**

a) **APPROVE THE FINANCIAL REPORT FOR JANUARY 12, 2017 THROUGH APRIL 12, 2017**

The financial reports for the period of January 12, 2017 through April 12, 2017, were provided for the Supervisors' review.

Mr. Fabry made a motion to approve the financial reports as submitted. Mr. Beale seconded the motion and the motion passed unanimously.

b) **WEBSITE**

Ms. Clement said that at the January 2017, meeting, she had told the supervisors that the website's language is outdated and to be able to put the required documents up on the website, the website needed to be updated.

Ms. Clement said that she had requested quotes from website designers and that she had accepted a quote of \$1,200.00 to make minor repairs to the website, instead of a costly update. Ms. Clement said that the district's cost share of the repairs is \$300.00.

c) **RATIFY THE AUDIT FOR YEAR ENDING 2016**

Ms. Clement asked for the supervisors to ratify the audit for year ending September 30, 2016.

Mr. Fabry made a motion to approve the audit. Mr. Beale seconded the motion and the motion passed unanimously.

d) **NEXT MEETINGS**

Ms. Clement said that the annual landowners' and quarterly meetings are to be held on July 12 2017, 10:00 a.m., consecutively.

Ms. Clement asked if the supervisors would like to hold a special meeting to review the draft budget she will prepare, prior to the annual landowners' meeting, where the final budget must be approved. The supervisors said no, for Ms. Clement to send the draft budget to them in their meeting packets, prior to the meetings.

4) **FIELD REPORT**

a) **FIELD REPORT FOR JANUARY, FEBRUARY AND MARCH 2017**

The field report for the period of January 12, 2017 through April 12, 2017, was provided for the Supervisors' review.

b) **RECOMMENDATION FOR THE TRACK HOE**

A recommendation was not provided.

Mr. Fabry made a motion to approve the field report as presented and Mr. Beale seconded the motion. The motion passed unanimously

5) **ATTORNEY**

a) None.

6) **ENGINEER**

a) **STATUS OF THE BABCOCK RANCH PROJECT**

Mr. Beale said that South Florida Water Management District (SFWMD) is ready to proceed with the construction phase of the Babcock Ranch Project, however; Mr. Grandusky, district engineer, is waiting on the Florida Fish and Wildlife Commission to review the property for endangered species.

Mr. Beale said that Mr. Grandusky explained to him, that there is a certain protocol to follow and that the Highlands Soil and Water Conservation District will perform inspections, in accordance with Mr. Grandusky's specifications for the project. Mr. Grandusky is to keep Ms. Clement apprised of the progression of the project, and Ms. Clement will report the progression, to each of the supervisors. Mr. Beale said that it is only when the project has been inspected and approved, that payment will be rendered by Highlands Soil to the contractors involved in the project.

b) **MILLER'S GULLEY, UPDATE**

Ms. Clement said that the Miller's Gulley project was bid out and that the District has received four written quotes for the project. Ms. Clement said that the quotes were included in the supervisor's packets and asked for the supervisors to choose a contractor.

Ms. Clement said that the following quotes were received to be considered: 1) Universal Trax, \$36,100.00, 2) A. Shaping, Inc., \$42,650.00, Sebring Tractor, \$58,800.00, and RCS Excavator, Inc., \$67,926.96.

Mr. Fabry made a motion to approve entering into a contract, for the Miller's Gulley Project, with Universal Trax, for \$36,100.00. Mr. Beale seconded the motion and the motion passed unanimously.

Mr. Fabry and Mr. Beale agreed that Mr. Sebring will supervise the project, and that Mr. Grandusky, will have perform the final inspection of the project so that funding can be dispersed.

7) **NEW BUSINESS**

None.

8) **SUPERVISOR'S COMMENTS**

None.

9) **CALL FOR PUBLIC COMMENTS**

None.

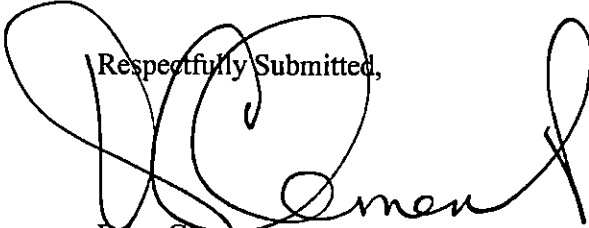
10) **PUBLIC NOTIFICATION**

"Pursuant to section 286.0105, Florida Statutes, if any person decides to appeal any decision made by the District with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

11) **ADJOURNMENT**

Mr. Fabry made a motion to adjourn the meeting at 10:26 a.m. Mr. Beale seconded the motion and the motion passed unanimously.

Respectfully Submitted,

A large, stylized handwritten signature in black ink, appearing to read 'Dana Clement', written over the text 'Respectfully Submitted,'.

Dana Clement
Secretary/Treasurer
County Line Drainage District

COUNTY LINE DRAINAGE DISTRICT
MONTHLY SUPPLEMENTAL FINANCIAL REPORT
DATE OF REPORT: APRIL 12, 2017

2016-2017																
ACCOUNT TITLES			OCTOBER RECEIVED	NOVEMBER RECEIVED	DECEMBER RECEIVED	JANUARY RECEIVED	FEBRUARY RECEIVED	MARCH RECEIVED	APRIL RECEIVED	MAY RECEIVED	JUNE RECEIVED	JULY RECEIVED	AUGUST RECEIVED	SEPTEMBER RECEIVED		
CHECKING ACCOUNT-SEACOAST NAT'L BANK			145,953.28	126,698.66	104,929.08	126,044.69	251,194.68	242,047.54	227,854.34	208,497.50	208,497.50	208,497.50	208,497.50	208,497.50		
BALANCES			145,953.28	126,698.66	104,929.08	126,044.69	251,194.68	242,047.54	227,854.34	208,497.50	208,497.50	208,497.50	208,497.50	208,497.50		
2016/2017 BUDGET																FUNDS RECEIVED
TAX COLLECTOR		208,456.02	24.45	2,124.85	66,339.74	136,924.39	0.00	401.07	0.00							205,814.60
EXCESS FEES		0.00	179.43	0.00	0.00	0.00	0.00	0.00	0.00							179.43
BANK INTEREST		0.00	12.29	10.07	10.74	16.05	19.17	20.40	0.00							88.72
MISCELLANEOUS INCOME		0.00	0.00	0.00	0.00	1,738.65	0.00	0.00	0.00							1,738.65
RESERVE ACCOUNT		110,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00							0.00
CREDIT LINE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00							0.00
TOTAL		316,456.02	BALANCES	146,169.45	128,833.56	171,279.58	264,723.78	251,213.85	242,469.01	227,854.34	208,497.50	208,497.50	208,497.50	208,497.50	208,497.50	207,821.30
EXPENDITURES			ACTUAL OCTOBER EXPENSES	ACTUAL NOVEMBER EXPENSES	ACTUAL DECEMBER EXPENSES	ACTUAL JANUARY EXPENSES	ACTUAL FEBRUARY EXPENSES	ACTUAL MARCH EXPENSES	ACTUAL APRIL EXPENSES	ACTUAL MAY EXPENSES	ACTUAL JUNE EXPENSES	ACTUAL JULY EXPENSES	ACTUAL AUGUST EXPENSES	ACTUAL SEPTEMBER EXPENSES	TOTAL FUNDS EXPENDED	TOTAL FUNDS REMAINING
EMPLOYEE WAGES		39,980.00	2,765.00	2,765.00	2,765.00	2,765.00	2,765.00	2,765.00	0.00						16,690.00	19,370.00
FICA EXPENSE		2,670.00	211.52	211.52	211.52	211.52	211.52	211.52	0.00						1,269.12	1,400.88
EMPLOYEE BENEFITS		2,205.00	165.90	165.90	165.90	165.90	165.90	165.90	0.00						995.40	1,209.60
ROAD'S MAINTENANCE		23,000.00	0.00	349.16	11,995.87	0.00	0.00	0.00	0.00						12,345.03	10,654.97
CANAL'S MAINTENANCE		38,000.00	0.00	0.00	15,211.74	605.00	0.00	0.00	0.00						15,818.74	22,183.26
OUTSIDE MAINTENANCE LABOR		28,000.00	1,774.70	1,784.75	1,704.75	1,929.79	1,009.75	1,704.75	2,209.92						12,098.41	15,901.59
WEED CONTROL		29,000.00	0.00	0.00	0.00	0.00	0.00	0.00	10,760.13						10,760.13	18,239.87
CONTROL STRUCTURES		52,576.00	0.00	15,480.00	8,400.00	0.00	0.00	0.00	0.00						23,880.00	28,696.00
FUEL/LUBRICANTS		4,500.00	0.00	0.00	0.00	0.00	1,270.78	0.00	0.00						1,270.78	3,229.22
EQUIPMENT PARTS/REPAIRS		4,500.00	0.00	0.00	417.33	0.00	0.00	440.82	0.00						857.95	3,642.05
SUTA/FUTA ACCOUNT		125.00	8.05	0.00	0.00	8.30	0.00	8.02	8.30						32.67	92.33
CONSTRUCTION MATERIALS		600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00	600.00
ATTORNEY FEES		10,000.00	2,500.00	1,100.00	80.00	301.67	2,080.00	542.00	3,000.00						9,603.67	396.33
ENGINEERING FEES		8,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00	8,500.00
AUDIT YEAR ENDING 2016		12,475.00	0.00	0.00	0.00	0.00	0.00	7,270.00	0.00						7,270.00	5,205.00
TAX COLLECTOR'S FEE		594.40	1.22	247.80	247.80	0.00	0.00	0.00	0.00						496.82	97.58
TAX REVENUES DISCOUNTS		7,940.62	0.00	85.01	2,653.60	4,107.75	0.00	0.00	0.00						6,846.36	1,094.26
PROPERTY APPRAISER'S FEE		400.00	0.00	354.00	0.00	0.00	0.00	0.00	0.00						354.00	46.00
MEETINGS & MEMBERSHIP'S DUES		750.00	745.00	0.00	0.00	0.00	0.00	0.00	0.00						745.00	5.00
INSURANCE		8,230.00	7,838.00	0.00	0.00	0.00	0.00	0.00	0.00						7,838.00	392.00
MISCELLANEOUS EXPENSES		350.00	536.04	0.00	0.00	0.00	0.00	0.00	0.00						536.04	-186.04
OFFICE EXPENSES		8,500.00	150.00	0.00	0.00	2,052.81	0.00	125.50	1,997.13						4,325.44	4,174.56
RESERVE		16,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00	16,000.00
WATER ANALYSES		6,000.00	1,394.00	0.00	0.00	0.00	282.00	0.00	0.00						1,676.00	4,324.00
OPERATING LOAN-PRINCIPAL (Maturity: 8-4-2018)		14,485.00	1,222.41	1,230.75	1,239.85	1,239.14	1,243.35	1,260.52	1,261.86						8,687.58	5,798.32
OPERATING LOAN-INTEREST		2,184.00	158.95	160.51	141.71	142.22	138.01	120.84	129.50						881.34	1,212.16
TOTAL BUDGET		316,456.02	TOTAL MONTHLY EXPENSES	19,470.79	23,904.50	45,234.87	13,529.10	9,166.31	14,614.87	19,356.84	0.00	0.00	0.00	0.00	145,277.08	171,178.94
CURRENT CASH STATUS			126,698.66	104,929.08	126,044.69	251,194.68	242,047.54	227,854.34	208,497.50	208,497.50	208,497.50	208,497.50	208,497.50	208,497.50		

**COUNTY LINE DRAINAGE DISTRICT
FIELD REPORT
FOR THE MONTHS OF JANUARY THROUGH MARCH 2017**

1) CULVERTS REMOVED/INSTALLED

a) None.

2) CANALS CLEANED

a) None.

3) WEED CONTROL

a) Called Dean - No Response.

4) ROADS MAINTENANCE

a) None.

5) METERS/PUMPS

a) Read all meters.

6) PROJECTED OR SPECIAL PROJECT.

a) Remove & replace culverts at Miller's Gully project.

Universal Trax of South Florida
P.O. Box 2535
Labelle, FL 33975 US
(239) 633-2443
universaltrax@ymail.com

UNIVERSAL TRAX 
of South Florida
LAND DEVELOPMENT

ESTIMATE

ADDRESS

Dana Clement
Miller Gulley Project
Po Box 1986
Arcadia, FL 34265

ESTIMATE # 1109
DATE 04/03/2017

ACTIVITY	AMOUNT
Services Proposal for Miller Gulley outfall replacement	36,100.00

Contractor will provide all material and labor EXCLUDING control structures with fixed weir plates.

- Increase width of canal along west side
- Install plugs and turbidity barrier
- remove fence and replace along property line
- install 3 control structures at proper elevation
- provide clean fill for bedding and compaction
- install rip rap with filter fabric per plans
- sod all disturbed areas during construction
- excess material will be hauled off onsite
- old structures will be disposed of offsite

Upon commencement of work, a Notice To Owner will be filed. Once invoice is paid in full a release of claim will be issued. Unpaid invoices will incur an 18% interest rate.

By signing this estimate you agree to above terms and payments.

TOTAL

\$36,100.00

Accepted By

Accepted Date

RECEIVED APR 03 2017

A Shaping Inc.

Po Box 163
Okeechobee, FL 34973
863-634-4944

Date: April 1, 2017

Proposal

Project: Millers Gulley Outfall Replacement

To: County Line Drainage District

Thank you for giving us the opportunity to work with you on this project.

Information References

This Proposal is based on the information provided in the material referenced below.

- Drawings by Grandusky, Lamb, & Associates LLC, herein known as "plan" or "plans".
- SFWMD permit 161028-1
- Email from Kyle Grandusky to Dana Clement Dated Wednesday, March 15, 2017 9:45 AM
- Visual survey of the site

Objective

Replace culverts to specifications provided.

Comments and Qualifications

- We expect to complete this project in 5-7 working days in good working conditions.
- Rock from ditch is proposed to be disposed of onsite or used for bank stabilization in the ditch.

Millers Gulley

Page | 1

RECEIVED APR 03 2017

A Shaping Inc.

Po Box 163
Okeechobee, FL 34973
863-634-4944

Scope of Services Proposed

- a.) Mobilization
- b.) Remove fence, trim and remove oak tree limbs that are hanging over the Right of way, and remove existing culverts from ditch and haul away. Replace fence.
- c.) Provisions for a pump, earthen plugs, and SWPPP
- d.) Widen ditch and replace culverts per plan.
- e.) Purchase and install rip rap per plan
- f.) Sod and density testing.

<u>Items</u>	<u>Description</u>	<u>QTY</u>	<u>UNIT</u>	<u>Unit Price</u>	
a	mobillzation	1	LS	\$1500	\$1,500.00
b	Demo and fence	1	LS	\$3,350	\$3,350.00
c	Pump	1	LS	\$5,000	\$5,000.00
d	Culvert Install	1	LS	\$17,500	\$17,500.00
e	Rip rap	1	LS	\$10,800	\$10,800.00
F	Sod and testing	1	LS	\$4,500	\$4,500.00

Estimated Total **\$42,650.00**

Thank you for taking the time to review our Proposal.

Gary Anderson



President

A Shaping Inc.

Sebring Tractor Service, Inc.
6920 State Road 66
Sebring, FL 33875
(863) 381-0340
sebringcr@centurylink.net

BID PROPOSAL

DATE: 4-2-17

TO: County Line Drainage District
12008 NE Highway 70
Arcadia, FL 34266

Work to be performed at Miller's Gully

Remove and replace three 84" x 40' culverts at Miller's Gully.

Remove washed-out culverts and widen ditch. Lower canal 2' deeper on both sides of culverts.

Separate, load and haul rip-rap from stockpile within the grove.

Load and haul fill dirt from stockpile within the grove.

Remove and relocate fence to property line.

Total estimated cost: \$58,800.00

RECEIVED APR 02-2017



Estimate

Contact	Date	Estimate #
amanda@rcsexcavation.com (P) 863-699-1727 (F) 863-582-9292	4/3/2017	267

County Line Drainage District
12008 NE State Rd 70
Arcadia, FL 34266

Project			
Miller's Gulley Outfall			
Description	Qty	Rate	Total
Replacement of outfall structures which includes the replacement of (3) 40' x 84" CAP with 84" risers			
Total Bid Price		67,926.96	67,926.96
Thank you for the opportunity to provide you with our estimate		Total	\$67,926.96

For more information about our company please visit www.rcsexcavation.com

RECEIVED APR 03 2017

Dana Clement

From: Dean Crivellaro <ecocntmgt@yahoo.com>
Sent: Tuesday, April 11, 2017 8:28 AM
To: Dana Clement
Subject: County Line Report

Dana,

I was there on 4/7,8/2017 and started treating the drainage system. Initial treatments are being done in the perimeter mains in anticipation of water level increases when the water control structure is repaired. This is being done in an effort to get as good as control as possible before the plants become submersed. I will continue to treat these areas and then move on to the others. The winds favored application to the northern sections during that time. I will be back this week, have a two meetings, to continue the treatment. The areas treated where the mains on the north end the northwest end and the south perimeter canal of the north west section. All the best, Dean Crivellaro.