

DRAFT

JOSHUA WATER CONTROL DISTRICT
ANNUAL LANDOWNERS' MEETING
AND MONTHLY MEETING MINUTES
FOR AUGUST 9, 2016

Website: districtsapecial.org

BOARD OF SUPERVISORS

Mr. Jerry Newlin, President
Mr. Donald Hovey, Supervisor
Mr. Buddy Strickland, Supervisor

DISTRICT MANAGER

Ms. Dana Clement

FIELD OPERATIONS SUPERVISOR

Mr. James Shattles

OTHERS PRESENT

Ms. Babs Lawton
Mr. Charlie Cox, Wicks, Brown,
Williams & Company

1) **PRESIDENT, CALL ANNUAL LANDOWNERS' MEETING TO ORDER**

Mr. Newlin called the August 9, 2016, Annual Landowners' Meeting to order at 1:05 p.m.

The JWCD meetings are held in the JWCD District office located at 12008 N.E. Hwy. 70, Arcadia, Florida, and are open to the public.

2) **MEETING ANNOUNCEMENT**

a) **SECRETARY READS NOTICE**

Ms. Clement asked to waive the reading of the notice and stated that the meeting was advertised two times, pursuant to Florida Statutes, on July 22, 2016 and July 29, 2016, in addition, the meeting is advertised on the District's website.

3) **ELECTION OF CHAIRPERSON & SECRETARY TO CONDUCT MEETING**

a) **LANDOWNERS ELECT CHAIRPERSON AND SECRETARY**

Mr. Newlin made a motion to elect Ms. Clement as Chairperson and Secretary to conduct the Annual Landowners' Meeting. Mr. Strickland seconded the motion and the motion passed unanimously.

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4) **CALL FOR PROXIES**

a) **CHAIRPERSON DECLARES A QUORUM**

Ms. Clement declared that a quorum has been met.

5) **ELECTION OF ONE SUPERVISOR**

a) **TERM EXPIRATION, MR. BUDDY STRICKLAND**

Ms. Clement said that Mr. Strickland's term as Supervisor has expired and called for nominations.

b) **ELECT ONE SUPERVISOR**

Mr. Hovey nominated Mr. Strickland. Ms. Clement asked if there were any other nominations. There being none, Mr. Hovey made a motion to close the nominations and Mr. Newlin seconded the motion. Ms. Clement said that Mr. Strickland is nominated by acclamation to serve as supervisor from August 2016 through August of 2019.

c) **OATH OF OFFICE**

Ms. Clement administered the oath of office to Mr. Strickland.

Mr. Strickland executed the oath of office which was submitted to the Secretary for the District's records.

6) **ADJOURN ANNUAL LANDOWNER'S MEETING**

Ms. Clement stated there being no other business to be brought before the Board at the Annual Landowners' Meeting, the meeting is adjourned at 1:09 p.m.

7) **PRESIDENT CALLS MONTHLY MEETING TO ORDER**

a) **MR. NEWLIN CALLS THE MONTHLY MEETING TO ORDER**

Mr. Newlin called the JWCD meeting to order at 1:09 p.m.

b) **ELECTION OF A NEW PRESIDENT FOR 2016/2017**

Mr. Strickland nominated Mr. Newlin to serve as president of the Board of Supervisors for fiscal year 2016/2017. Mr. Hovey seconded the motion and the motion passed unanimously.

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c) **PRESIDENT'S COMMENTS**

None.

8) **OLD BUSINESS**

a) **APPROVE THE MINUTES OF THE MEETING HELD ON JULY 12, 2016**

Mr. Strickland made a motion to approve the minutes of the meeting held on July 12, 2016. Mr. Hovey seconded the motion and the motion passed unanimously.

9) **DISTRICT MANAGER'S REPORT**

a) **FINANCIAL REPORT FOR JULY 13, 2016 THROUGH AUGUST 9, 2016**

Mr. Strickland made a motion to approve the financial report for the period of July 13, 2016 through August 9, 2016. Mr. Hovey seconded the motion and the motion passed unanimously.

b) **STATUS OF SELECTING NEW AUDITING FIRM**

Ms. Clement said that the due date for the request for proposals for hiring an auditing firm is August 17, 2016. On August 30, 2016, the auditing committee will hold special meeting, at which time, a firm will be selected.

c) **WORK FORCE STATUS**

Ms. Clement said that normally there are five field employees, including Mr. Shattles, but right now there are three because one employee is ill and another employee recently quit. Ms. Clement said that the district is currently seeking a replacement.

10) **SUPERVISOR'S FIELD REPORT**

a) **FIELD REPORT FOR JULY, 2016**

Mr. Strickland made a motion to approve the field report for July 2016. Mr. Hovey seconded the motion and the motion passed unanimously.

b) **UPDATE ON THE STATUS OF REPLACING CULVERT AT RUM CREEK RANCH**

Mr. Newlin said, that at the last meeting, there was a discussion about Mr. Grisby, representative of Rum Creek Ranch, requesting that JWCD assist with the installation of an old fuel tank to replace a corroded culvert. Mr. Newlin said, because of liability reasons, JWCD did not want to assist in the installation of the fuel tank. Mr. Newlin said that Mr. Shattles was asked to let Mr. Grisby know that

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instead, JWCD would assist Rum Creek with the installation of a new culvert which the district had on site and was willing to sell to Rum Creek. Mr. Newlin asked Mr. Shattles for an update on this issue.

Mr. Shattles said that JWCD has dug out the old culverts at Rum Creek Ranch and that Mr. Grisby does not want to purchase a new culvert and still plans on using the old fuel tank. Mr. Newlin said that is prerogative. Mr. Newlin told Mr. Shattles to make sure to keep in touch with Mr. Grisby and for JWCD to assist when possible as it is very important for JWCD to maintain a good working relationship with its neighbors.

11) ENGINEER'S REPORT

a) ANNUAL ENGINEER'S REPORT

Mr. Newlin said that the engineer has given the district a map which indicates the locations of all of the existing wells within JWCD. Mr. Newlin said that it would be very helpful if the engineer will also include any proposed wells to the map so that JWCD will know which wells it can still drill without having to apply for a new permit. Ms. Clement said that she will contact the engineer and make a request.

The Annual Engineer's Report was given to all present.

Mr. Strickland made a motion to approve the 2016 Annual Engineer's Report. Mr. Hovey seconded the motion and the motion passed unanimously.

12) ATTORNEY'S REPORT

None.

13) BUDGET 2016-2017

a) DISCUSSION ON THE DRAFT BUDGET FOR 2016/2017

Mr. Strickland made a motion to approve the draft 2016/2017 budget as submitted by Ms. Clement. Mr. Hovey seconded the motion and the motion passed unanimously.

b) 2016/2017 ASSESSMENT RATES

Mr. Newlin reported that the assessment rates for fiscal year 2016/2017 are as follows: Level of Service A: \$91.08 per acre, Level of Service C: \$64.06 per acre, Level of Service D: \$52.48 per acre, Sub-District B, \$9.38 per acre, Sub-District C, (Wetlands), \$9.38 per acre, and Outside User's Fee: \$7.08 per acre.

c) EXECUTE 2016/2017 ASSESSMENT RESOLUTION

Mr. Strickland made a motion to approve the execution of the 2016/2017 Assessment Resolution which indicates the assessment rates as previously stated by Mr. Newlin. Mr. Hovey seconded the motion

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and the motion passed unanimously.

Mr. Newlin executed the document.

d) **EXECUTE 2016/2017 RESOLUTION FOR THE LEVY AND COLLECTION OF
NON-AD VALOREM ASSESSMENTS**

Mr. Strickland made a motion to approve the execution of the Resolution for the Levy and Collection of Non-Ad Valorem Assessments which indicates to the authorities that JWCD will continue to levy and collect non-ad valorem assessments. Mr. Hovey seconded the motion and the motion passed unanimously.

Mr. Newlin executed the document.

14) **CALL FOR NEW OR OTHER BUSINESS**

**APPOINT SECRETARY/TREASURER, LEGAL SERVICES, AND ENGINEERING
SERVICES FOR FISCAL YEAR 2016/2017**

Mr. Strickland made a motion to appoint Ms. Clement as the District's Secretary/Treasurer, Lewis, Longman and Walker, P.A. as the District's legal counsel and Progressive Water Resources as the District's Engineering Firm for the 2016/2017 fiscal year. Mr. Hovey seconded the motion and the motion passed unanimously.

b) **MEETING DATES FOR FISCAL YEAR 2016/2017**

Ms. Clement stated that the meeting dates for the 2016/2017 fiscal year will be as follows: October 11, 2016, November 8, 2016, January 10, 2017, March 14, 2017, May 9, 2017, July 11, 2017 and August 8, 2017. All meetings are to be held at 1:00 p.m. in the District's offices located at 12008 N.E. Highway 70, Arcadia, Florida.

Mr. Strickland made a motion to approve the meeting dates for fiscal year 2016/2017 as stated by Ms. Clement. Mr. Hovey seconded the motion and the motion passed unanimously.

c) **CONFLICT OF INTEREST, JERRY NEWLIN**

Ms. Clement said that there is a conflict of interest form for Mr. Newlin to sign from the last meeting where he recused himself from voting in regards to the annual Letter Agreement between JWCD and ECDD. Mr. Newlin executed the document.

15) **CALL FOR PUBLIC COMMENTS**

There were no public comments.

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16) **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.”

17) **ADJOURNMENT**

Mr. Newlin adjourned the Joshua Water Control District Monthly Meeting at 1:26 p.m.

Respectfully Submitted,

Dana Clement
Secretary/Treasurer
Joshua Water Control District