

JOSHUA WATER CONTROL DISTRICT (JWCD)
ANNUAL LANDOWNERS' AND MONTHLY MEETING'S MINUTES
FOR AUGUST 8, 2017

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. Melenia Watson, JWCD

1) PRESIDENT, CALLS ANNUAL LANDOWNERS' MEETING TO ORDER

Mr. Newlin called the August 8, 2017, Annual Landowners' Meeting to order at 1:00 p.m.

The JWCD meetings are held in the district's offices 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 meetings were advertised two times, pursuant to Florida Statutes, on July 21, 2017 and July 28, 2017, in the Sun Herald, and on the District's website.

Mr. Strickland made a motion to waive the reading of the advertisement. Mr. Hovey seconded the motion and the motion passed unanimously.

3) ELECTION OF CHAIRPERSON & SECRETARY TO CONDUCT MEETING

a) LANDOWNERS ELECT CHAIRPERSON AND SECRETARY

Ms. Clement made a motion to elect Mr. Newlin 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**

Mr. Newlin declared that a quorum has been met.

5) **ELECTION OF ONE SUPERVISOR**

a) **TERM EXPIRATION, MR. DON HOVEY**

Ms. Clement said that Mr. Hovey's term as supervisor has expired and called for nominations for a supervisor to serve the 2017-2020 term.

b) **ELECT ONE SUPERVISOR**

Mr. Strickland nominated Mr. Hovey. Mr. Newlin asked if there were any other nominations, and there being none, Mr. Strickland made a motion to close the nominations. Mr. Newlin seconded the motion.

Mr. Newlin said that Mr. Hovey was nominated by acclamation to serve as supervisor from August 2017 through August of 2020.

c) **OATH OF OFFICE**

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

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

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

Mr. Newlin stated there being no other business to be brought before the supervisors, the meeting was adjourned at 1:04 p.m.

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

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

Mr. Newlin called the JWCD meeting to order at 1:04 p.m.

b) **ELECTION OF A NEW PRESIDENT FOR 2017/2018**

Mr. Strickland nominated Mr. Newlin to serve as president of the Board of Supervisors for fiscal

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year 2017/2018. Mr. Hovey seconded the motion and the motion passed unanimously.

c) **PRESIDENT'S COMMENTS**

None.

8) **OLD BUSINESS**

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

Mr. Strickland made a motion to approve the minutes of the meeting held on July 11, 2017. Mr. Hovey seconded the motion and the motion passed unanimously.

b) **MR. MEYER, RE: PURCHASE OF CULVERTS**

Ms. Clement said as instructed by the supervisors after the last meeting, she acquired the quotes for the two, 72" x 50' culverts for the Borrow Canal, and emailed them to Mr. Meyer, Freedom Recycling. Ms. Clement said that in the email, she offered to order the culvert for Mr. Meyers, total cost, \$12, 445. 80, but has not received a response.

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

Ms. Clement said, that at the last meeting, Mr. Newlin recused himself from voting in regards to the annual Letter Agreement between JWCD and ECDD, and that a Voting Conflict form must be executed and filed.

Mr. Newlin executed the document.

9) **DISTRICT MANAGER'S REPORT**

a) **FINANCIAL REPORT FOR JULY 12, 2017 THROUGH AUGUST 8, 2017**

Mr. Strickland made a motion to approve the financial report for the period of July 12, 2017 through August 8, 2017. Mr. Hovey seconded the motion and the motion passed unanimously.

b) **REVIEWING EMPLOYEE HANDBOOK**

Ms. Clement said that at the last meeting, she told the supervisors that the JWCD attorney had indicated that there had been some updates in regards to drug testing. Ms. Clement said that she sent out a request to other special taxing districts asking if they would send their employee handbooks to make comparisons with JWCD's current handbook. Ms. Clement said, that to date, she has not seen any changes which need to be made to JWCD's handbook, however; as time allows, she will continue to compare newer employee handbooks from other districts, with JWCD's.

10) **SUPERVISOR'S FIELD REPORT**

a) **FIELD REPORT FOR JULY, 2017**

Mr. Shattles stated that on the first four miles of Bottom Rock, Tier Barn and Top Rock roads, there is heavy damage and his plan is to fill the roads with shell.

Mr. Shattles said that he has ordered a spot herbicides spray for the lateral and main canals, is in the process of securing quotes for shell, and that the annual culverts ordered had been placed.

Mr. Strickland made a motion to approve the field report for July 2017. Mr. Hovey seconded the motion and the motion passed unanimously.

b) **REVIEW OF THE SOUTH END OF THE NUMBER 3 CANAL, RE: WASH OUTS**

Mr. Shattles stated that in Section 34, there is an old driveway crossing the Borrow Canal and that on the north side, it has completely collapsed and on the south side, the culverts are rotten and have collapsed. Mr. Shattles asked the supervisors if the culverts should be replaced. After discussion, it was determined to remove the culverts, and not replace them.

c) **SECTION 31, FREEDOM RECYCLING HOLDINGS, CLEANED DITCH TO BORROW CANAL, TURBIDITY**

Mr. Shattles said that Freedom Recycling cleaned the ditch east of the bridge on the Borrow Canal, and that it created turbidity. Mr. Strickland said that the opening was already there, but you could not see it until after the ditch was cleaned.

For the record, Mr. Newlin asked when Freedom Recycling had cleaned the ditch. Mr. Shattles stated the third week of July 2017. Mr. Newlin said that he does not want JWCD being blamed for creating the turbidity.

11) **ENGINEER'S REPORT**

a) **ANNUAL ENGINEER'S REPORT**

The annual engineer's report was given to all present.

Mr. Strickland made a motion to approve the report and Mr. Hovey seconded the motion. The motion passed unanimously.

12) **ATTORNEY'S REPORT**

None.

13) **BUDGET 2017/2018**

a) **DISCUSSION ON THE DRAFT BUDGET FOR 2017/2018**

Mr. Strickland made a motion to approve the draft 2017/2018 budget as submitted. Mr. Hovey seconded the motion and the motion passed unanimously.

b) **2017/2018 ASSESSMENT RATES**

Mr. Newlin reported that the assessment rates for fiscal year 2017/2018 are as follows: Level of Service A: \$85.63 per acre, Level of Service C: \$62.66 per acre, Level of Service D: \$52.81 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 2017/2018 ASSESSMENT RESOLUTION**

Mr. Strickland made a motion to approve the execution of the 2017/2018 Assessment Resolution, which indicates the assessment rates as previously stated by Mr. Newlin. Mr. Hovey seconded the motion and the motion passed unanimously.

Mr. Newlin executed the document.

d) **EXECUTE 2017/2018 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 AND AUDITING SERVICES FOR FISCAL YEAR 2017/2018

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, Progressive Water Resources as the District's engineering firm, Baggett, Reutimann & Associate's as District's auditing firm for the 2017/2018 fiscal year. Mr. Hovey seconded the motion and the motion passed unanimously.

b) **MEETING DATES FOR FISCAL YEAR 2016/2017, RECOMMENDATION FOR TIME CHANGE**

Ms. Newlin stated the scheduled meeting dates for the 2017/2018 year will be held on the

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following dates: October 10, 2017, January 9, 2018, March 13, 2018, May 8, 2018, July 10, 2018 and August 14, 2018.

Mr. Strickland made a motion to approve the meeting dates as stated. Mr. Hovey seconded the motion and the motion passed unanimously.

Ms. Clement recommend the meeting time being changed from 1:00 p.m. to 9:00 a.m. for the 2017/2018 year.

Mr. Strickland made a motion to approve the time change as recommended. Mr. Hovey seconded the motion and the motion passed unanimously.

c) **SCHEDULE A NOVEMBER 2017 MEETING**

Ms. Clement asked the Board members if they want to hold a November meeting for this year and for the 2017/2018 fiscal year.

The supervisors said no.

15) **CALL FOR PUBLIC COMMENTS**

There were no public comments.

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 meeting at 1:20 p.m.

Respectfully Submitted,


Dana Clement
Secretary/Treasurer
Joshua Water Control District