

COW SLOUGH WATER CONTROL DISTRICT
BOARD OF SUPERVISORS
MONTHLY MEETING AGENDA FOR
AUGUST 23, 2018, AT 3:00 P.M.

MEETING HELD IN THE COUNTY EXTENSION OFFICES
225 PRATT BOULEVARD, LABELLE, FLORIDA

THE MEETING IS OPEN TO THE PUBLIC

District's website: districtsapecial.org/cswcd

BOARD OF SUPERVISORS

Mr. Phillip Sherrod, President

Mr. Dallas Townsend, Supervisor

Mr. John Giddens, Supervisor

DISTRICT MANAGER

Ms. Dana Clement

- 1) PRESIDENT CALLS MEETING TO ORDER
- 2) OLD BUSINESS
 - a) Approve the draft minutes of the August 23, 2018 monthly meeting.
 - b) Other
- 3) ADMINISTRATOR'S REPORT
 - a) Approve the financial report for August 24, 2018 through September 27, 2018.
 - b) Change meeting dates for 2018-2019.
 - c) Website compliance update. Changes in agenda and meeting minutes page design.
 - d) Insurance coverage for 2018-2019.
 - e) Next meeting is October 25, 2018.
 - f) Other
- 4) ENGINEER'S REPORT
 - a) Update on the Lateral 2E project.
 - b) Elevations study
 - c) Other
- 5) NEW BUSINESS
 - a) Other
- 6) CALL FOR PUBLIC COMMENTS
- 7) ADJOURNMENT

COW SLOUGH WATER CONTROL DISTRICT
BOARD OF SUPERVISORS
MEETING MINUTES FOR
AUGUST 23, 2018, 3:00 P.M.
MEETINGS HELD IN THE COUNTY EXTENSION OFFICES, LABELLE, FLORIDA
Website: districtsapecial.org/cswcd

BOARD OF SUPERVISORS

Mr. Phillip Sherrod, President
Mr. Dallas Townsend, Supervisor
Mr. John Giddens, Supervisor

SECRETARY-TREASURER, ADMINISTRATOR

Dana Clement

OTHERS PRESENT

Ms. Sommer Foster, engineer, Johnson Prewitt & Associates, P.A.

1) PRESIDENT CALL MEETING TO ORDER

Meeting called to order at 3:00 p.m.

2) OLD BUSINESS

- a) APPROVE THE DRAFT MINUTES OF THE MONTHLY MEETING HELD ON JUNE 28, 2018 AND THE EMERGENCY MEETING HELD ON JULY 13, 2018

Mr. Townsend motioned to accept the minutes as amended. Mr. Giddens seconded. Motion passed.

- b) RATIFY EMERGENCY MEETING HELD ON JULY 6, 2018

Mr. Townsend said that due to flooding along the west side of Highway 29, north of State Road 82, an emergency meeting was called on July 6, 2018, in which he and Mr. Sherrod were present. Southwest Precision was hired to remedy the issue.

Mr. Townsend motioned to ratify the emergency meeting held on July 6, 2018. Mr. Giddens seconded. Motion passed.

- c) BOARD RATIFY THE EMERGENCY ACTION TAKEN, LATERAL 3E

Mr. Townsend motioned to ratify the emergency work performed by Southwest Precision to Lateral 3E, cost \$1,142.50. Mr. Giddens seconded. Motion passed.

- d) BOARD RATIFY WORK PERFORMED ON LATERAL 2E

Mr. Townsend motioned to ratify hiring Hendry Grinding, Inc. to clear of the right-of-way for the Lateral 2E project, cost \$2,687.50. Mr. Giddens seconded. Motion passed.

3) ADMINISTRATOR'S REPORT

- a) APPROVE THE FINANCIAL REPORTS FOR JUNE 29, 2018 THROUGH AUGUST 23, 2018

Mr. Townsend motion to approve the financial reports. Mr. Giddens seconded. Motion passed.

- b) WEBSITE, AMERICAN WITH DISABILITIES ACT (ADA)

Ms. Clement said that she has located a company, ADA Site Compliance who remediates websites and PDF

Mr. Townsend motioned to hire ADA Site Compliance for the remediation of the district's website, contents, and all future documents placed on the website. Mr. Giddens seconds. Motion approved.

c) INSURANCE RENEWAL

Ms. Clement said the District's current insurance provider is Travelers Insurance, however; another firm, Egis Insurance & Risk Advisors, who insures hundreds of special districts, has made a request to submit a quote for coverage. Ms. Clement requested Board authority for her to choose the firm.

Mr. Townsend motioned to authorize Ms. Clement to secure insurance coverage for the 2018-2019 year, with the firm that offers the best coverage and premium. Mr. Giddens seconded. Motion passed.

d) NEXT MEETING IS SEPTEMBER 27, 2018

4) ENGINEER'S REPORT

a) DRAFT BID PACKAGE FOR LATERAL 2E

Ms. Foster presented revised plans for the Lateral 2E project. Discussion on several changes to the plan.

b) Ms. Foster presented a graph of the water analyses. Discussion.

c) Discussion on the necessity to herbicide several areas within the District. Mr. Sherrod to contact Ecological Management & Control.

5) PUBLIC COMMENTS

Mr. Sherrod called for any comments from the public. There were none.

6) ADJOURNMENT

Mr. Townsend made a motion to adjourn the meeting at 3:35 p.m. and Mr. Giddens seconded the motion. The motion passed unanimously.

Respectfully submitted,

Dana Clement

COW SLOUGH WATER CONTROL DISTRICT
MONTHLY SUPPLEMENTAL FINANCIAL REPORT
DATE OF REPORT: SEPTEMBER 27, 2018

| | BEGINNING BA | OCTOBER RECEIVED | NOVEMBER RECEIVED | DECEMBER RECEIVED | JANUARY RECEIVED | FEBRUARY RECEIVED | MARCH RECEIVED | APRIL RECEIVED | MAY RECEIVED | JUNE RECEIVED | JULY RECEIVED | AUGUST RECEIVED | SEPTEMBER RECEIVED | AVAILABLE FUNDS | TOTAL ACCOUNT BALANCES |
|--|--------------|-------------------------|--------------------------|--------------------------|-------------------------|--------------------------|-----------------------|-----------------------|---------------------|----------------------|----------------------|------------------------|---------------------------|----------------------|------------------------|
| ACCOUNT TITLES | | | | | | | | | | | | | | | |
| SEACOAST NAT'L BANK - CHECKING | | 60738.06 | 56,174.52 | 61,172.01 | 58,606.33 | 103,018.23 | 98,954.35 | 96,299.00 | 89,329.74 | 85806.74 | 81830.59 | 80775.68 | 71751.96 | | |
| SEACOAST NAT'L BANK - MONEY MKT. | | 21784.26 | 21,786.11 | 21,787.90 | 21,787.90 | 21,789.75 | 21,793.27 | 21,795.13 | 21,796.92 | 21798.77 | 21800.56 | 21802.41 | 21802.41 | | |
| BALANCES | | 82,522.32 | 77,960.63 | 82,959.91 | 80,401.19 | 124,818.41 | 120,747.62 | 118,094.13 | 111,126.66 | 107,605.51 | 103,631.15 | 102,578.09 | 93,563.04 | | |
| 2017/2018 BUDGET | | | | | | | | | | | | | | | |
| TAX REVENUES | 61,495.00 | | | | | | | | | | | | | | |
| ESTIMATED CARRY OVER | 60,000.00 | | | | | | | | | | | | | | |
| TAX REV. - HENDRY | | 0.00 | 5,805.89 | 0.00 | 36,938.33 | 163.73 | 7.00 | 357.64 | 338.87 | 0.00 | 833.56 | 0.00 | 0.00 | 44,445.02 | |
| TAX REV. - COLLIER | | 0.00 | 1,362.52 | 0.00 | 12,724.46 | 1,923.60 | 1,419.88 | 35.77 | 0.00 | 0.00 | 22.21 | 8.67 | 0.00 | 17,497.11 | |
| BANK INTEREST | | 7.03 | 6.59 | 6.96 | 10.43 | 9.54 | 10.25 | 9.69 | 9.42 | 8.83 | 8.89 | 0.00 | 0.00 | 87.63 | |
| MISCELLANEOUS INCOME | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| C.D. INTEREST | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| TOTAL BALANCES | 121,495.00 | 82,529.35 | 85,135.63 | 82,966.87 | 130,074.41 | 126,915.28 | 122,184.75 | 118,497.23 | 111,474.95 | 107,614.34 | 104,495.81 | 102,586.76 | 93,563.04 | 62,029.76 | |
| EXPENDITURE | AMOUNT | 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 ACCOUNT BALANCES |
| MAINTENANCE | 33,000.00 | | | | | | | | | | | | | | 21,889.79 |
| a) HERBICIDE (3 times per year) | 15,000.00 | 0.00 | 0.00 | 0.00 | 1,037.13 | 0.00 | 0.00 | 4,240.68 | 632.50 | 550.00 | 269.90 | 0.00 | 550.00 | 7,280.21 | |
| b) CANAL MAINT. (excavating, leveling) | 9,300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,830.00 | 0.00 | 3,830.00 | |
| c) CULVERTS | 3,700.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| d) MOWING | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| CONDEMNATION PROCESS | 20,000.00 | 147.50 | 0.00 | 1,165.00 | 0.00 | 1,098.00 | 945.50 | 402.94 | 111.89 | 0.00 | 0.00 | 0.00 | 0.00 | 3,870.83 | 16,129.17 |
| DOWN STREAM MAINTENANCE FEES | 4,100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,163.88 | 0.00 | 0.00 | 0.00 | 1,504.23 | 0.00 | 2,668.11 | 1,431.89 |
| WATER QUALITY ANALYSES | 3,500.00 | 115.00 | 230.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 115.00 | 230.00 | 335.66 | 345.00 | 1,370.66 | 2,129.34 |
| AUDIT FISCAL YEAR ENDING 2017 | 3,600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,600.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,600.00 | 0.00 |
| ATTORNEY'S FEES | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,744.69 | 0.00 | 0.00 | 0.00 | 1,744.69 | 3,255.31 |
| ENGINEERING FEES | 7,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,575.00 | 0.00 | 1,435.00 | 0.00 | 0.00 | 0.00 | 5,425.00 | 8,435.00 | -935.00 |
| ADMINISTRATOR | 15,000.00 | 1,250.00 | 1,250.00 | 1,250.00 | 1,250.00 | 1,250.00 | 1,250.00 | 1,250.00 | 1,250.00 | 1,250.00 | 1,250.00 | 1,250.00 | 1,250.00 | 15,000.00 | 0.00 |
| INSURANCE | 4,090.00 | 1,846.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,946.00 | 2,144.00 |
| OFFICE EXPENSES | 1,900.00 | 200.68 | 138.43 | 150.68 | 50.68 | 125.68 | 53.22 | 203.22 | 193.27 | 163.22 | 150.71 | 225.83 | 135.98 | 1,791.60 | 108.40 |
| LEGAL ADVERTISEMENTS | 400.00 | 0.00 | 153.29 | 0.00 | 0.00 | 0.00 | 0.00 | 101.63 | 0.00 | 111.28 | 0.00 | 0.00 | 0.00 | 366.20 | 33.80 |
| POSTAGE | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 140.00 | 49.00 | 0.00 | 0.00 | 0.00 | 189.00 | -39.00 |
| DUES (DCA, \$175.00, FASD, \$500.00) | 675.00 | 675.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 675.00 | 0.00 |
| TAX FEES/DISCOUNTS | 4,919.60 | 334.54 | 404.00 | 0.00 | 2,918.19 | 93.98 | 266.90 | 8.22 | 6.78 | 0.00 | 17.11 | 0.00 | 0.00 | 4,049.72 | 869.88 |
| RESERVE | 17,660.40 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,878.00 | 1,878.00 | 3,756.00 | 13,904.40 |
| TOTAL BUDGET | 121,495.00 | 4,568.72 | 2,175.72 | 2,565.68 | 5,256.00 | 6,167.66 | 4,090.62 | 7,370.57 | 3,869.44 | 3,983.19 | 1,917.72 | 9,023.72 | 9,583.98 | 60,573.02 | 60,921.98 |
| CURRENT CASH STATUS | | 77,960.63 | 82,959.91 | 80,401.19 | 124,818.41 | 120,747.62 | 118,094.13 | 111,126.66 | 107,605.51 | 103,631.15 | 102,578.09 | 93,563.04 | 83,979.06 | | |