

COUNTY LINE DRAINAGE DISTRICT
BOARD OF SUPERVISORS'
MEETING AGENDA FOR
JANUARY 10, 2018, 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 meetings held on October 11, 2017.
 - b. Sale of excavator, \$10,500.00.
 - c. Other.

- 3) **SECRETARY/TREASURER'S REPORT**
 - a. Approve the financial reports for October 12, 2017 through January 10, 2018.
 - b. Implement a purchasing policy.
 - c. Next meeting is to be held on April 11, 2018.
 - d. Other.

- 4) **FIELD REPORT**
 - a. Field Report for October, November and December 2017.
 - b. Quote for the repairs to ditch banks, Section 14, \$13,000.00.
 - c. Pump houses, (#2 and #3) and repairs to pump in Section 3.
 - d. Installation of culverts in top and bottom of Section 3.
 - e. Other.

- 5) **ATTORNEY**
 - a. Other.

COUNTY LINE DRAINAGE DISTRICT
BOARD OF SUPERVISORS'
MEETING AGENDA
JANUARY 10, 2018

6) **ENGINEER**

- a. Status of the Babcock Ranch Project
- b. Survey, elevations, Spanish Creek.
- c. Other.

7) **NEW BUSINESS**

- a. Department of Agriculture and Consumer Services Dispersed Water Project Contract.
- b. 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 (CLDD)
BOARD OF SUPERVISORS
QUARTERLY MEETING MINUTES
FOR THE MEETING HELD ON
OCTOBER 11, 2017, at 10:00 a.m.

District's Website: districtsarespecial.org/cldd

BOARD OF SUPERVISORS

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

SECRETARY/TREASURER

Ms. Dana Clement

OTHER ATTENDEES

Mr. Randy Sebring, field consultant
Mr. Cullum Jefferies, landowner

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, October 11, 2017.

2) OLD BUSINESS

a) APPROVE THE MINUTES OF THE ANNUAL/QUARTLY MEETINGS HELD ON JULY 12, 2017

Mr. McKenna made a motion to approve the minutes of the annual/quarterly meetings held on July 12, 2017. Mr. Fabry seconded the motion and the motion passed unanimously.

3) SECRETARY/TREASURER'S REPORT

a) APPROVE THE FINANCIAL REPORT FOR JULY 13, 2017 THROUGH SEPTEMBER 30, 2017, AND OCTOBER 1, 2017 THROUGH OCTOBER 11, 2017

The financial reports for the period of July 13, 2017 through September 30, 2017, and October 1, 2017 through October 11, 2017, were provided for the Supervisors' review.

Ms. Clement said the carry-over from the 2016-2017 year is \$134,286.05.

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

b) RADIFICATION OF GENERAL INSURANCE COVERAGE FOR 2017/2018 WITH EGIS INSURANCE & RISK ADVISORS

Ms. Clement said that October 1, 2017, is when CLDD's insurance coverage renews. Ms. Clement said that the District did have coverage with Travelers Insurance, however; Egis Insurance & Risk Advisors had areas of coverage which are better than Travelers, so she spoke with Mr. McKenna

regarding the coverage and he concurred with accepting Egis Insurance as the provider for the 2017-2018 year. Ms. Clement said that the premium is \$7,347.00.

Ms. Clement asked for board ratification.

Mr. Fabry made a motion to ratify the acceptance of Egis Insurance & Risk Advisors for insurance coverage for the 2017/2018 year. Mr. McKenna seconded the motion and the motion passed unanimously.

c) **NEXT MEETINGS**

Ms. Clement said that the next quarterly meeting will be held on January 10, 2018, 10:00 a.m.

4) **FIELD REPORT**

a) **FIELD REPORT FOR JULY THROUGH SEPTEMBER 2017**

The field report for the period of July 2017 through September 2017, was provided for the Supervisors' review and comments.

b) **ONE CULVERT WASHING OUT AT THE BOTTOM OF SECTION 3 AND ONE CULVERT WASHED OUT AT THE TOP OF SECTION 3.**

Mr. Sebring said, due to Hurricane Irma, CLDD had two culverts washed out. One, 36" x 40', at the top of Section 3, and one, 48" x 30', which had caved in, bottom of Section 3. Mr. Sebring said that the two replacement culverts had been ordered and will be installed, once delivered.

c) **EROSION ON A LOT OF LAKE BANKS AND CANALS**

Mr. Sebring said that there is a lot of erosion on the lake's banks and canals which must be repaired. The Board instructed Mr. Sebring to do the repairs as soon as possible.

d) **# 2 PUMP STATION LOST HALF OF THE ROOF**

Mr. Sebring said that the #2 pump station has lost one-half of its roof. Mr. Fabry said that he will get bids for the pumps #2, and #3 roofs to be repaired. Mr. Sebring said that he has seen some tin sheds were the company comes and installs, and that he will look into securing some quotes.

e) **#3 PUMP STATION LOST THE HOUSE WITH DAMAGE TO POWER UNIT**

Mr. Sebring said that the pump station #3, has damage to the power unit and that the shed was lost. Mr. Sebring said that the Board had already approved Highlands Truck to repair the throw out pump #3, for \$2,638.00.

Mr. Fabry made a motion to approve the least expensive quote, and to have all repairs completed on the pump, and pump's houses. Mr. McKenna seconded the motion and the motion passed unanimously.

Mr. Beale stated that Millers Gulley was a blessing and without the third culvert discharge and having one foot lower elevation, the District would have been backed up with water. Mr. Beale said that the District had some extra water coverage because of the elevation set for the culverts at the Spanish Creek discharge. Mr. Beale said that he will follow up with Mr. Grandusky (engineer) to see what can be done about the issue. Mr. McKenna said he told Mr. Grandusky that Spanish Creek needs to be re-surveyed. Mr. McKenna said that the previous engineering firm at the time of the installation of the culverts being discussed, made an error, and that the first step is to re-shoot the elevation to see where it sets, then go from there.

Mr. Beale said that the throw-out the pump, located in Section 1, paid for itself and that the District was able to get emergency permission from SFWMD, to run it to a 19.5 feet elevation, then Mr. Shane Parker, Hendry County engineer, allowed CLDD to run it to a 21 feet elevation level.

Mr. Beale said that the two neighborhoods to the east were under water, and that the water was up to the top of the bridges. Mr. Beale said that all the bridges were being threatened and that CLDD had run the throw-out pump all it was allowed to run it. Mr. Fabry commented that the District was much dryer than in previous times.

Mr. Beale said that water stacked to the west and that Babcock Ranch had a breach in their dike, or something altered the volume of water in Babcock Ranch, causing the water to come around CLDD in Section 3.

f) SALE OF KOMATSU PC120 EXCAVATOR

Mr. Sebring submitted three written quotes for the sale of the Komatsu PC120 Excavator.

The quotes received: 1) Sebring Tractor, \$10,500.00, 2) W.C.E. Equipment, \$9,500.00, and 3) B&S, \$9,000.00.

Ms. Clement said that there might be a conflict of interest, in that, Mr. Sebring, being the District's consultant, submitted the lowest quote.

Mr. Fabry made a motion to approve the sale of the excavator to Sebring Tractor for \$10,500.00, contingent upon the attorney's opinion, and if the attorney stated that it is a conflict of interest, then the excavator will be sold to W.C.E. Equipment, for \$9,500.00. Mr. McKenna seconded the motion. The motion passed unanimously.

Mr. Sebring said, that if he is allowed to purchase the excavator, he will have it repaired, and most likely, leave it on site at CLDD.

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. Grandusky said he had received an email from the Army Corps of Engineers and that the permit has been drafted and is being reviewed by the supervisors, and pending their approval, the permit should be issued the final permit within the next two weeks.

M. Grandusky said that he will be turning in his cost estimations for the Babcock Ranch Project, this week. Mr. Beale asked when Mr. Grandusky thought that dirt might start moving. Mr. Grandusky said probably in January 2018.

Mr. Grandusky said he is trying to get an indication from Mr. Shane Parker to see if Hendry County will be okay with CLDD excavating part of the County Line Ditch in accordance to Mr. Parker's plans of improvements for the widening of the County Line Ditch and utilizing the fill material so that CLDD can double up its benefits.

b) **UP DATE ON HURRICANE IRMA**

Mr. Grandusky said that he had worked with Mr. Henry Dean, SFWMD, who helped CLDD to secure an emergency operations permit to run the throw-out pump on the north-east corner Section 1, but that the District had to wait until the water receded. Mr. Grandusky said that CLDD's water continued to rise for a couple of days after the hurricane, and then, about a week later, SFWMD felt that Hendry County was comfortable with allowing CLDD to start pumping.

Mr. Grandusky said that CLDD learned a lot about the outfalls during the storm. Millers Gulley was backed up quite a lot, and the tail water downstairs of the bridge, was backed up, which caused slow releases of the water from the District.

Mr. Fabry asked Mr. Grandusky that absent of any sandbars, after being excavated, is there enough capacity under the bridge for a third culvert to be added to Spanish Creek. Mr. Grandusky said that CLDD will have to survey Spanish Creek to find out if it can push more water to Spanish Creek.

Mr. Fabry made a motion to have Mr. Grandusky research and resurvey Spanish Creek. Mr. McKenna seconded the motion and the motion passed unanimously.

7) **NEW BUSINESS**

None.

8) **SUPERVISOR'S COMMENTS**

None.

9) **CALL FOR PUBLIC COMMENTS**

Mr. Beale asked if there were any public comments. There were 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 10:47 a.m. Mr. McKenna seconded the motion and the motion passed unanimously.

Respectfully Submitted,

Dana Clement
Secretary/Treasurer
County Line Drainage District

COUNTY LINE DRAINAGE DISTRICT
MONTHLY SUPPLEMENTAL FINANCIAL REPORT
DATE OF REPORT: JANUARY 9, 2018

2017-2018																	
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			134,286.05	127,901.10	117,437.76	162,483.97	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43			
BALANCES			134,286.05	127,901.10	117,437.76	162,483.97	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43			
2017/2018 BUDGET																FUNDS RECEIVED	
TAX COLLECTOR	191,754.16		246.55	987.52	61,243.98											62,478.05	
EXCESS FEES	0.00		0.00	0.00	0.00											0.00	
BANK INTEREST	0.00		10.80	10.26	10.53											31.59	
MISCELLANEOUS INCOME	0.00		10,515.00	12.00	0.00											10,527.00	
RESERVE ACCOUNT	63,000.00		0.00	0.00	0.00											0.00	
CREDIT LINE	0.00		0.00	0.00	0.00											0.00	
TOTAL	274,754.16	BALANCES	145,058.40	128,910.88	178,692.27	162,483.97	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43		73,036.64	
EXPENDITURES																TOTAL FUNDS EXPENDED	TOTAL FUNDS REMAINING
EMPLOYEE WAGES	35,960.00		2,765.00	2,765.00	2,765.00											8,295.00	27,665.00
FICA EXPENSE	2,670.00		211.52	211.52	211.52											634.56	2,035.44
EMPLOYEE BENEFITS	2,205.00		165.90	165.90	165.90											497.70	1,707.30
ROAD'S MAINTENANCE	23,000.00		0.00	0.00	0.00											0.00	23,000.00
CANAL'S MAINTENANCE	20,000.00		0.00	0.00	0.00											0.00	20,000.00
OUTSIDE MAINTENANCE LABOR	28,000.00		1,718.00	1,783.49	1,723.49	1,961.79										7,186.77	20,813.23
WEED CONTROL	28,000.00		0.00	0.00	0.00											0.00	28,000.00
CONTROL STRUCTURES	31,000.00		0.00	3,270.00	0.00											3,270.00	27,730.00
FUEL/LUBRICANTS	2,500.00		1,144.10	0.00	0.00											1,144.10	1,355.90
EQUIPMENT PARTS/REPAIRS	4,500.00		1,520.43	0.00	0.00	1,852.50										3,372.93	1,127.07
SUTA/FUTA ACCOUNT	125.00		8.30	0.00	0.00	8.30										16.60	108.40
CONSTRUCTION MATERIALS	500.00		0.00	0.00	0.00											0.00	500.00
ATTORNEY FEES	10,000.00		-60.00	60.00	260.00	2,740.00										3,000.00	7,000.00
ENGINEERING FEES	8,500.00		0.00	0.00	0.00											0.00	8,500.00
AUDIT YEAR ENDING 2017	8,100.00		0.00	0.00	7,000.00											7,000.00	1,100.00
TAX COLLECTOR'S FEE	505.00		2.94	251.34	251.34											505.62	-0.62
TAX REVENUES DISCOUNTS	7,375.16		0.00	39.51	2,449.69											2,489.20	4,885.96
PROPERTY APPRAISER'S FEE	354.00		0.00	354.00	0.00											354.00	0.00
MEETINGS & MEMBERSHIP'S DUES	760.00		675.00	0.00	0.00											675.00	75.00
INSURANCE	8,230.00		7,347.00	0.00	0.00	-641.00										8,706.00	1,524.00
MISCELLANEOUS EXPENSES	300.00		57.35	0.00	0.00	707.80										785.25	-465.25
OFFICE EXPENSES	8,500.00		220.40	0.00	0.00	1,839.69										2,060.09	6,439.91
RESERVE	20,000.00		0.00	0.00	0.00											0.00	20,000.00
WATER ANALYSES	6,000.00		0.00	1,191.00	0.00											1,191.00	4,809.00
OPERATING LOAN-PRINCIPAL (Maturity: 6-4-2018)	14,486.00		1,280.96	1,281.97	1,289.38	1,290.71										5,143.02	9,342.98
OPERATING LOAN-INTEREST	2,184.00		100.40	99.39	91.88	90.65										382.42	1,811.58
TOTAL BUDGET	274,754.16	TOTAL MONTHLY EXPENSES	17,157.30	11,473.12	16,206.30	9,850.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		54,689.26	220,064.90
CURRENT CASH STATUS			127,901.10	117,437.76	162,483.97	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43	152,633.43			

COUNTY LINE DRAINAGE DISTRICT
FIELD REPORT
FOR THE MONTHS OF OCTOBER THROUGH DECEMBER 2017

1) **CULVERTS REMOVED/INSTALLED**

- a) Removed and replaced culvert washed out from Hurricane Irma; Section 3.

2) **CANALS CLEANED**

- a) None.

3) **WEED CONTROL**

- a) None.

4) **ROADS MAINTENANCE**

- a) None.

5) **METERS/PUMPS**

- a) Read all meters.

6) **PROJECTED OR SPECIAL PROJECT - HURRICANE DAMAGE**

- a) Obtained estimated replacement cost on damaged pump houses.
- b) Submitted estimated cost to repair erosion on lake banks.

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

BID PROPOSAL

DATE: 12-6-17

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

Repair ditch banks from Hurricane Irma in Section 14

Estimated Cost: \$13,000.00

RECEIVED DEC 07 2017

Date: January 11, 2018

00100

INVITATION TO BID

Sealed Bids, in triplicate, will be received by the County Line Drainage District (CLDD) at the CLDD office, 12008 State Road 70, Arcadia, Florida 34266 (Phone 863-494-3800) for the subject Project until Noon, local time, Friday, January 26, 2018, and bids will be opened at 12:01 p.m. on the same day, at the same location.

The Owner for the Project is the County Line Drainage District, 12008 State Road 70, Arcadia, Florida 34266.

The Engineers for the Project is Grandusky, Lamb and Associates, LLC, 8426 Waterway Drive, West Palm Beach, Florida 33406. All Contract and Technical inquiries should be directed to Kyle Grandusky, at the Engineer's Offices and whose phone number is (561) 386-8219 and email is grandusky@granduskylamb.com.

Project: County Line Drainage District – Babcock Ranch Preserve
Dispersed Water Storage Phase 1 Improvements

Description: Construct approximately 13,200 linear feet of berm, install two rip-rap weirs, and modify three existing water control structures to implement a dispersed water storage area

An electronic set of Contract Documents is available at no cost to the Contractor beginning at 10 a.m. on Friday, January 12, 2018 from the Owner at the address listed above. A mandatory prebid conference will be held at 10 a.m. on Wednesday, January 17, 2018 at the Project Site located at 23291 N. River Road, Alva, Florida 33920. Representatives of the Owner and Engineer will be present to discuss the project.

The Contract is a Lump Sum contract. Refer to the bidding requirements described in Section 00200 (Instructions to Bidders) of the Contract Documents.

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Bid on a Contract with a public entity for the construction or repair of a public building or public work, may not be awarded or perform Work as a Contractor, Supplier, Subcontractor, or Consultant under a Contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category two for a period of 36 months from the date of being placed on the convicted vendor list.

Bids must be accompanied by a Bid Security in the form of a certified bank check made payable to the Owner, or a Bid Bond. The amount of the security shall not be less than five (5) percent of the Bidder's total price indicated in the Bid Form.

No Bid may be withdrawn for a period of 90 days after the scheduled closing date for the receipt of Bid except as otherwise provided in the Instruction to Bidders.

The successful bidder, who is awarded the Contract, shall be required to furnish a 100% Construction Performance Bond and a 100% Construction Payment Bond.

The Owner reserves the right to reject any or all Bids, to waive informalities, and to re-advertise.

BY ORDER OF: BOARD OF SUPERVISORS OF COUNTY LINE DRAINAGE DISTRICT

Publish: News-Press

Date: January 11, 2018