

COW SLOUGH WATER CONTROL DISTRICT
BOARD OF SUPERVISORS'
MONTHLY MEETING AGENDA FOR
OCTOBER 26, 2017 at 3:00 P.M.
MEETING HELD IN THE COUNTY EXTENSION OFFICES
225 PRATT BOULEVARD, LABELLE, FLORIDA
THIS MEETING IS OPEN TO THE PUBLIC
Website: districtsapecial.org/cswcd

BOARD OF SUPERVISORS

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

DISTRICT ADMINISTRATOR

Ms. Dana Clement

- 1) **PRESIDENT CALLS MEETING TO ORDER**

- 2) **ATTORNEY'S REPORT**
 - a) Easement issue.
 - b) Other.

- 3) **OLD BUSINESS**
 - a) Approve the draft minutes of the September 28, 2017, monthly meeting.
 - b) View Mr. Sherrod's video of the water issues.
 - c) Other.

- 4) **ADMINISTRATOR'S REPORT**
 - a) Approve the financial reports for September 29, 2017 through October 26, 2017.
 - b) Next scheduled meeting is January 25, 2018, at 3:00 p.m.
 - c) Audit information for year ending 2017 taken to auditors.
 - d) Other.

- 5) **ENGINEER'S REPORT**
 - a) Draft letter to the Kozacks, RE: Installation of a culvert.
 - b) Draft letter to the Lewis', RE: Draining into the District with an open connection.
 - c) Plan for an engineering study to review District elevations, etc. to seek a solution of the flooding.
 - d) Other.

**COW SLOUGH WATER CONTROL DISTRICT
BOARD OF SUPERVISORS'
MONTHLY MEETING AGENDA
OCTOBER 26, 2017**

6) **NEW BUSINESS**

a) Other.

7) **SUPERVISORS' COMMENTS**

8) **CALL FOR PUBLIC COMMENTS**

9) **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 testimony and evidence upon which the appeal is to be based.”

10) **ADJOURNMENT**

COW SLOUGH WATER CONTROL DISTRICT
BOARD OF SUPERVISORS
MEETING MINUTES FOR
SEPTEMBER 28, 2017, AT 3:00 P.M.
In the County Extension Office in LaBelle, Florida
Website: districtsapecial.org/cswcd

BOARD OF SUPERVISORS

SECRETARY-TREASURER, ADMINISTRATOR

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

Dana Clement

OTHERS PRESENT

Ms. Sommer Foster, CSWCD, Engineer, Johnson Prewitt & Assoc.
Mr. John Hoffman, Barron Collier Representative

1) **PRESIDENT CALL MEETING TO ORDER**

Mr. Sherrod called the September 28, 2017, monthly meeting to order at 3:00 p.m. and announced those in attendance.

Meetings are held in the County Extension Offices located in LaBelle, Florida and are open to the public.

2) **ATTORNEY'S REPORT**

a) **EASEMENT ISSUE**

Mr. Sherrod said that there will not be an attorney's report due to Mr. Townsend's absence.

3) **OLD BUSINESS**

a) **APPROVE THE DRAFT MINUTES OF THE MONTHLY MEETING HELD ON AUGUST 24, 2017**

Ms. Clement submitted the draft minutes of the monthly meeting held on August 24, 2017, for the supervisor's review/approval.

Mr. Giddens made a motion to accept the minutes as presented and Mr. Sherrod seconded the motion and the motion passed unanimously.

4) **ADMINISTRATOR'S REPORT**

a) **APPROVE THE FINANCIAL REPORTS FOR AUGUST 25, 2017 THROUGH SEPTEMBER 28, 2017**

Ms. Clement submitted the financial reports for approval and said that the financial reports mark the end of the 2016-2017 year. Ms. Clement said that the carry-over at the end of September 2017, less the September bank interest, not yet received, is \$83,515.15. The estimated carry-over in the 2017/2018 budget is \$60,000.00.

Ms. Clement said that there is only one account which exceeded its budget, the Postage Account, by \$58.66, but according to the auditor, as long as the total budget was not exceeded, no amendments to the financial report are necessary.

Ms. Clement said that she will submit a final 2016-2017 year-end financial report at the October meeting which will include the bank interest for September 2017.

Mr. Sherrod made a motion to approve the financial reports as submitted and Mr. Giddens seconded the motion. The motion passed unanimously.

b) **NEXT SCHEDULED MEETING, OCTOBER 26, 2017**

Ms. Clement said that the next meeting is to be held on October 26, 2017

c) **RATIFY INSURANCE (TRAVELERS INDEMNITY CO.) FOR 2017/2018**

Ms. Clement said that Travelers Indemnity Company and Egis Insurance & Risk Advisors both submitted quotes for insurance coverages for 2017-2018. Ms. Clement said that Travelers had the lowest premium, she had discussed the issue with Mr. Sherrod, and he had agreed that Travelers should once again, be selected as the District's insurance carrier.

Ms. Clement said, that due to Travelers trying to keep the District's business, they reduced their premium dramatically this year to \$1,846.00, and seeing that the budget included an estimated increase in insurance, there will be a savings of \$2,244.00 in the insurance account for 2017-2018.

Mr. Sherrod made a motion to ratify Travelers Indemnity Company as CSWCD's insurance carrier for 2017-2018, and Mr. Giddens seconded the motion.

5) **ENGINEER'S REPORT**

a) **DESCRIPTIVE DRAWINGS LATERAL 2-E**

Ms. Foster passed out an amended descriptive drawing for Mr. Townsend, which Ms. Foster said was emailed to Mr. Townsend and will be emailed to Mr. Diffenderfer (attorney for CSWCD). Mr. Sherrod asked if this is prepared now for an easement. Ms. Foster said that an attorney will prepare an easement which is to be accompanied by this descriptive drawing as an exhibit.

Ms. Foster said that the Kozacks have indicated that they were fine with the descriptive drawing for their property, which was sent to their attorney.

Mr. Giddens said that the Kozacks have a pile of sand in the ditch. Ms. Foster said, that is because the Kozack's have an open connection, however; the Kozacks have purchased the two culverts, and per the agreement with the easement, CSWCD has agreed to install the culverts.

Mr. Giddens said that he wants a culvert to be installed from the Lewis' property to his, corrected, and in regards to how much water CSWCD is taking. Ms. Foster said that the District is not allowed to connect a landowner's property to the District without the landowner's permission. Mr. Giddens said that the Lewis' only water outlet has been sloped to the district's canal, from their fence line to the District, and is causing wash outs. Mr. Giddens said that he wants to get a machine in there and remove the wash outs. Ms. Foster said that the District can ask the Lewis' to remedy their situation, but a culvert cannot be installed without their permission.

The board authorized Ms. Foster to draft a letter to the Lewis' letting them know that they are draining into the district with an open connection, and flooding Mr. Giddens' property. Ms. Foster said that she will draft a letter and send a draft to each board members, Mr. Diffenderfer and Ms. Clement, prior to the next meeting, for everyone's review.

Mr. Sherrod stated that he does not want to aggravate the District's landowners, however; there are policies in place, and when there are infractions to the policies, the District is obligated to address them.

b) **WATER ANALYSES GRAPH**

Ms. Foster passed out an updated graph indicating the latest water quality analyses.

Mr. Sherrod said that the District's sampling is consistent and keeps a good track of the actual drainage. Mr. Sherrod said that he is going to phone Short Environmental and cancel sampling for this season.

6) **NEW BUSINESS**

a) Mr. Sherrod said that he had flooding issues after Hurricane Irma, and had asked his son to make a video, which he did utilizing a drone. Mr. Sherrod said that the drone flew his ranch property and also flew south, down through Section 5. Mr. Sherrod said that CSWCD has a consistent problem with flooding which needs to be addressed. Mr. Sherrod said that the district has a limit on the amount of water that it can accept, and the structure on his property is what limits that. Mr. Sherrod said, however; what happens is that we get inundated and the water flows through the pasture, around and back into the Townsend Canal, and the Townsend was breached in several spots where it flowed across my ranch.

Mr. Sherrod said that he has mentioned this issue before, and at that time, Mr. Townsend had said that Heritage Farms should just dike off. Mr. Sherrod said that he can do that, however; if he does dike off, it will flood Section 29, and the trailer park. Mr. Sherrod said that when the Townsend Canal gets so high, all of the systems along it cease to work, and it flows through all of the other systems within the District.

Mr. Sherrod said that he will bring the video to the next meeting for everyone to view. Ms. Foster asked if Mr. Sherrod will please get the video to her, prior to the next meeting, so that she and Mr. Perry

can look at, digest, and figure out how to tackle the problem(s). Mr. Sherrod said he will send the video to Ms. Foster and Mr. Hoffman to review.

Mr. Giddens said that the water comes from Section 29, flows to Fye Pond and then crosses the Sherrod's property and washes it out. Mr. Giddens said that it also impairs his drainage.

After discussion, Mr. Sherrod said that he feels the engineers need to perform a study on this issue, to review elevations, etc. and seek a solution that will help all of the landowners.

7) **SUPERVISORS' COMMENTS**

None presented.

8) **PUBLIC COMMENTS**

Mr. Sherrod called for any comments from the public. None presented.

9) **PUBLIC NOTIFICATION**

"Pursuant to section 286.0105, Florida Statutes, if any person decides to appeal any decision if made by the District with respect to any matter considered at this meeting or hearing, he or she will need a recording 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 testimony and evidence upon which the appeal is to be based."

10) **ADJOURNMENT**

Mr. Giddens made a motion to adjourn the meeting at 3:41 p.m. and Mr. Sherrod seconded the motion. The motion passed unanimously.

Respectfully submitted,

Dana Clement
Secretary/Treasurer
Cow Slough Water Control District

COW SLOUGH WATER CONTROL DISTRICT
MONTHLY SUPPLEMENTAL FINANCIAL REPORT
DATE OF REPORT: SEPTEMBER 30, 2017

2016/2017			OCTOBER RECEIVED	NOVEMBER RECEIVED	DECEMBER RECEIVED	JANUARY RECEIVED	FEBRUARY RECEIVED	MARCH RECEIVED	APRIL RECEIVED	MAY RECEIVED	JUNE RECEIVED	JULY RECEIVED	AUGUST RECEIVED	SEPTEMBER RECEIVED		
ACCOUNT TITLES																
SEACOAST NAT'L BANK - CHECKING	BEG. BALANCES		65,106.22	59,511.09	45,903.73	68,192.32	105,421.23	101,855.76	95,795.69	79,406.50	73,592.01	68,240.58	67,007.07	65,470.55		
SEACOAST NAT'L BANK - MONEY MKT.			21,762.49	21,764.34	21,766.13	21,767.97	21,769.82	21,771.49	21,773.34	21,775.13	21,776.98	21,778.77	21,780.62	21,782.47		
	BALANCES		86,868.71	80,275.43	67,669.86	89,960.29	127,200.11	123,627.25	118,049.53	101,181.63	95,368.99	90,019.35	88,787.69	87,253.02		
\$9.00 per acre (±) 8,785.00 acres															AVAILABLE FUNDS	
2016/2017 BUDGET																
TAX REVENUES	79,065.00	TAX REV. - HENDRY	0.00	197.81	24,390.94	27,230.81	753.75	154.40	341.47	0.00	513.10	546.28	0.00	0.00	54,128.56	
ESTIMATED CARRY OVER	40,000.00	TAX REV. - COLLIER	0.00	284.12	1,787.60	17,361.36	720.27	988.29	44.91	1,369.26	28.55	0.00	0.00	0.00	22,554.36	
		BANK INTEREST	7.37	6.13	7.43	10.91	9.82	10.54	9.72	8.76	7.80	7.67	7.51	7.17	100.83	
		MISC. 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	119,065.00	BALANCES	86,876.05	80,763.49	93,825.83	134,563.37	128,683.95	124,780.48	118,448.63	102,559.65	95,918.44	90,573.30	88,795.20	87,260.19	76,783.75	
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 ACCOUNTS BALANCES
MAINTENANCE	32,000.00															282.97
a) HERBICIDE (3 times per year)	14,000.00		0.00	0.00	0.00	550.00	550.00	1,581.10	0.00	1,994.23	3,095.50	0.00	0.00	0.00	7,770.83	
b) CANAL MAINT. (excavating, leveling)	9,300.00		0.00	11,587.50	437.50	0.00	369.66	0.00	1,399.76	0.00	60.38	0.00	0.00	0.00	13,854.20	
c) CULVERTS	3,700.00		0.00	0.00	0.00	0.00	0.00	0.00	10,092.00	0.00	0.00	0.00	0.00	0.00	10,092.00	
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	30,000.00		295.00	88.50	855.50	343.50	1,389.00	2,500.00	2,612.50	3,149.59	1,233.00	244.00	91.50	82.90	12,884.99	17,115.01
DOWNSTREAM MAINTENANCE FEES	4,100.00		0.00	0.00	520.00	0.00	0.00	1,022.56	0.00	0.00	0.00	0.00	0.00	0.00	1,542.56	2,557.44
WATER QUALITY ANALYSES	3,500.00		222.26	115.00	160.00	0.00	0.00	0.00	0.00	0.00	0.00	230.00	115.00	230.00	1,072.26	2,427.74
AUDIT FISCAL YEAR ENDING 2016	3,600.00		0.00	0.00	0.00	3,600.00	0.00	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	0.00	0.00	0.00	0.00	0.00	5,000.00
ENGINEERING FEES	7,500.00		0.00	0.00	0.00	0.00	1,235.00	0.00	1,575.00	0.00	0.00	0.00	0.00	3,090.00	5,900.00	1,600.00
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 2016/2017	4,090.00		3,412.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	3,512.00	578.00
OFFICE EXPENSES	1,900.00		244.56	50.68	50.68	50.68	150.68	50.68	246.56	400.68	249.68	50.68	83.68	84.97	1,716.21	183.79
LEGAL ADVERTISEMENTS	400.00		0.00	0.00	0.00	0.00	0.00	0.00	57.35	131.77	0.00	0.00	0.00	0.00	189.12	210.88
POSTAGE	150.00		0.00	0.00	0.00	0.00	49.00	0.00	22.66	137.00	0.00	0.00	0.00	0.00	208.66	-58.66
DUES (DCA, \$175.00, FASD, \$500.00)	675.00		675.00	0.00	0	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	6,325.20		501.83	1.95	591.86	1,569.08	63.96	326.61	8.17	27.39	10.53	10.93	0.00	0.00	3,112.31	3,212.89
RESERVE	4,824.80		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	4,824.80
TOTAL BUDGET	119,065.00	TOTAL MONTHLY EXPENSES	6,600.65	13,093.63	3,463.54	7,363.76	5,056.70	6,730.95	17,264.00	7,190.66	5,899.09	1,785.61	1,542.18	4,737.87	81,130.14	37,934.86
CURRENT CASH STATUS			80,275.43	67,669.86	89,960.29	127,200.11	123,627.25	118,049.53	101,181.63	95,368.99	90,019.35	88,787.69	87,253.02	82,522.32		

COW SLOUGH WATER CONTROL DISTRICT
MONTHLY SUPPLEMENTAL FINANCIAL REPORT
DATE OF REPORT: OCTOBER 26, 2017

2017/2018			OCTOBER RECEIVED	NOVEMBER RECEIVED	DECEMBER RECEIVED	JANUARY RECEIVED	FEBRUARY RECEIVED	MARCH RECEIVED	APRIL RECEIVED	MAY RECEIVED	JUNE RECEIVED	JULY RECEIVED	AUGUST RECEIVED	SEPTEMBER RECEIVED		
ACCOUNT TITLES																
SEACOAST NAT'L BANK - CHECKING	BEG. BALANCES		60,738.06													
SEACOAST NAT'L BANK - MONEY MKT.			21,784.26													
		BALANCES	82,522.32	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60		
\$9.00 per acre (s) 8,785.00 acres																AVAILABLE FUNDS
2017/2018 BUDGET																
TAX REVENUES	61,495.00	TAX REV. - HENDRY	0.00													0.00
ESTIMATED CARRY OVER	60,000.00	TAX REV. - COLLIER	0.00													0.00
		BANK INTEREST	0.00													0.00
		MISC. INCOME	0.00													0.00
		C.D. INTEREST	0.00													0.00
TOTAL	121,495.00	BALANCES	82,522.32	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60		0.00
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 ACCOUNTS BALANCES
MAINTENANCE	33,000.00															33,000.00
a) HERBICIDE (3 times per year)	15,000.00		0.00													0.00
b) CANAL MAINT. (excavating, leveling)	9,300.00		0.00													0.00
c) CULVERTS	3,700.00		0.00													0.00
d) MOWING	5,000.00		0.00													0.00
CONDEMNATION PROCESS	20,000.00		147.50												147.50	19,852.50
DOWN STREAM MAINTENANCE FEES	4,100.00		0.00												0.00	4,100.00
WATER QUALITY ANALYSES	3,500.00		115.00												115.00	3,385.00
AUDIT FISCAL YEAR ENDING 2017	3,600.00		0.00												0.00	3,600.00
ATTORNEY'S FEES	5,000.00		0.00												0.00	5,000.00
ENGINEERING FEES	7,500.00		0.00												0.00	7,500.00
ADMINISTRATOR	15,000.00		1,250.00												1,250.00	13,750.00
INSURANCE	4,090.00		1,846.00												1,846.00	2,244.00
OFFICE EXPENSES	1,900.00		200.68												200.68	1,699.32
LEGAL ADVERTISEMENTS	400.00		0.00												0.00	400.00
POSTAGE	150.00		0.00												0.00	150.00
DUES (DCA, \$175.00, FASD, \$500.00)	675.00		675.00												675.00	0.00
TAX FEES/DISCOUNTS	4,919.60		334.54												334.54	4,585.06
RESERVE	17,660.40		0.00												0.00	17,660.40
		TOTAL MONTHLY EXPENSES	4,568.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,568.72	116,926.28
CURRENT CASH STATUS			77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60	77,953.60		

COW SLOUGH WATER CONTROL DISTRICT
MONTHLY FINANCIAL REPORT
September 29, 2017 through October 26, 2017

<u>Opening Checking Account Balance</u>	\$60,732.68
<u>Opening Money Market Account</u>	21,782.47
	<u>\$82,515.15</u>

INCOME

Checking Account Interest	(Sept. 2017)	\$5.38
Money Market Account Interest	(Sept. 2017)	1.79
Hendry County Tax Revenues		0.00
Collier County Tax Revenues		0.00

<u>Total Revenues Received Through October 26, 2017</u>	7.17
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<u>BALANCE</u>	<u>\$82,522.32</u>
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EXPENDITURES

Dana Clement	(Administration for October 2017)	1,250.00
Joshua Water Control District	(IT services for October 2017)	50.68
LLW	(Legal services, condemnation process)	147.50
Short Environmental Laboratories	(Water analyses)	115.00
CenturyLink	(Phone service, Advance)	150.00
Collier County Property Appraiser	(Administrative costs 2017-2018)	334.54
Florida Assoc. of Special Districts	(Annual Membership Dues for 2017-2018)	500.00
Dept. of Economic Opportunity	(Annual Fee for 2017-2018)	175.00
Travelers Indemnity Company	(General Insurance, 2017-2018)	1,846.00

<u>Total Expenditures Through October 26, 2017</u>	<u>4,568.72</u>
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<u>Ending Account's Balances, October 26, 2017</u>	<u>\$77,953.60</u>
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