

COW SLOUGH WATER CONTROL DISTRICT  
MEETING AGENDA FOR  
OCTOBER 22, 2020, AT 3:00 P.M.  
MEETING HELD IN THE COUNTY EXTENSION OFFICES  
225 PRATT BOULEVARD, LABELLE, FLORIDA  
MEETING IS OPEN TO THE PUBLIC

District's website: [districtsapecial.org/cswcd](http://districtsapecial.org/cswcd)

BOARD OF SUPERVISORS

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

- 1) CALL TO ORDER
- 2) OLD BUSINESS
  - a) Approve prior minutes (August 27, 2020)
  - b) Update on the management transition.
  - c) Mowing update (Justin Hood)
  - d) Canal cleaning update.
  - e) Other.
- 3) ADMINISTRATOR'S REPORT
  - a) Approve the financial report for 12 months ended September 30, 2020.
  - b) Next meeting is October 22, 2020.
  - c) Other
- 4) ATTORNEY'S REPORT
  - a) Other.
- 5) ENGINEER'S REPORT
  - a) Other
- 6) NEW BUSINESS
  - a) Other.
- 7) CALL FOR PUBLIC COMMENTS
- 8) ADJOURNMENT

COW SLOUGH WATER CONTROL DISTRICT  
MINUTES  
AUGUST 27, 2020, AT 3:00 P.M.  
COUNTY EXTENSION OFFICES, LABELLE, FLORIDA  
Website: [districtsarespecial.org/cswcd](http://districtsarespecial.org/cswcd)

BOARD OF SUPERVISORS

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

SECRETARY-TREASURER, ADMINISTRATOR

Ms. Dana Clement

OTHER ATTENDEES

Ms. Sommer Foster, District's Engineer  
Mr. Chris Soud, LaBelle CPA  
Mr. Bob Diffenderfer, LLW, District's Attorney,  
via telephone

1) PRESIDENT CALLS MEETING TO ORDER

Mr. Sherrod called the meeting to order at 3:02 p.m.

2) OLD BUSINESS

a) APPROVE THE DRAFT MINUTES OF THE ANNUAL LANDOWNERS'/QUARTERLY MEETINGS HELD ON MAY 28, 2020

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

b) UPDATE ON THE MANAGEMENT TRANSITION

Discussed under Attorney's report.

c) REQUEST FOR PROPOSALS (RFP) FOR MOWING THE DISTRICT

Mr. Townsend said that Mr. Joby Sherrod found a contractor, Mr. Justin Hood, who came to the District and agreed to charge \$65.00 per hour for mowing. This fee covers the operator and mower. Mr. Townsend said that he tried other contractors, and no one was interested. Mr. Townsend said that Mr. Hood has various types of equipment, including a huge chopper which can deal with the brush, problem areas throughout the district. Mr. Townsend said, he hired Mr. Hood.

Mr. Sherrod said that after the first mowing project performed by Mr. Hood, CSWCD will then know the cost to mow the district in the future so an annually maintenance plan can be budgeted.

d) MR. TOWNSEND SECURE AN EQUIPMENT OPERATOR FOR THE CLEANING OF CANALS

Mr. Townsend said, that when a contractor did visit the district, he told me that the district needs to locate the areas which need to be cleaned. Mr. Townsend said that this has not been done yet, and once it is and the district hires a contractor, more dirt needs to be placed under the culverts located between Mr. Scott Logan's and Consolidated Citrus' properties. Mr. Sherrod said that the district needs to be prepared by the October meeting to move forward with the work. Mr. Giddens and Mr. Townsend concurred.

3) ADMINISTRATOR'S REPORT

a) APPROVE THE FINANCIAL REPORT

Ms. Clement submitted the financial report for May 28, 2020 through August 27, 2020, for the supervisor's review/comments.

Mr. Townsend motioned to approve the financial report as presented. Mr. Giddens seconded. Motion passed.

b) NEXT MEETING IS OCTOBER 22, 2020

Ms. Clement said that the next quarterly meeting is to be held on October 22, 2020.

COW SLOUGH WATER CONTROL DISTRICT  
BOARD OF SUPERVISORS  
MONTHLY MEETING MINUTES  
AUGUST 27, 2020

4) ATTORNEY'S REPORT

- a) Mr. Diffenderfer said that since last meeting, he, Mr. Soud, Ms. Clement had a lengthy phone conference regarding the custody of the district's records and obligations which must be met for a smooth transition of the management of CSWCD.

Mr. Diffenderfer said that an agreement for LaBelle CPA, Incorporated to assume the management of CSWCD has been drafted and reviewed by each supervisor. Mr. Diffenderfer recommended that the agreement be executed.

Mr. Townsend motioned to execute the agreement between Cow Slough Water Control District SWCD) and LaBelle CPA, Incorporated. Mr. Giddens seconds. Motion passed.

5) ENGINEER'S REPORT

- a) CONSOLIDATED CITRUS, RE: VEGETATION IN CANAL.

Ms. Foster said that she just emailed Mr. Kreiger, representative for Consolidated Citrus, regarding the vegetation in the canal. Ms. Foster asked if anyone had noticed any vegetation being moved since the District has not received much rain. Mr. Sherrod said that Consolidated Citrus has forgotten about maintaining that ditch and it creates enough of a current that when we do the water analyses sampling, if the sampler was not located in the middle of the Townsend Canal, the District would only be sampling Consolidated Citrus' water.

Ms. Foster said that she will continue to reach out to Mr. Kreiger.

- b) OTHER

Ms. Foster passed out a graph indicating the water analyses readings and said that the phosphate discharge readings are very reasonable. Mr. Sherrod asked if the District would be in compliance if it was required to report the water analyses results to the Department of Environmental Resources. Ms. Foster said that she will need to check on the new total maximum daily load (TMDL) requirements because the limits are broken down into the various basins. Mr. Townsend asked if it is based on annual recordings. Ms. Foster said that she knows it is accumulative numbers, but she is not sure about annual or not. Ms. Foster said that she will check the requirements and see where CSWCD stands.

Mr. Townsend said that the Department of Transportation (D.O.T.) will be dumping water into the District when Highway 29 is completed, and asked if CSWCD should be concerned about the phosphorus and nitrogen. Ms. Foster said that CSWCD can speak with D.O.T. about this issue, and that she will also read the Best Management Application Practices (BMAP) and see what numbers D.E.P. is allocating to D.O.T. Ms. Foster said that if CSWCD is still concerned about seeing the allocation numbers, it can speak with D.O.T. and request monitoring practices.

6) NEW BUSINESS

- a) APPOINT A NEW SECRETARY/TREASURER AND RECORD'S MANAGEMENT LIAISON OFFICER (RMLO)

Mr. Townsend made a motion to elect Mr. Soud as the Secretary/Treasurer and the Record's Management Liaison Officer (RMLO) of CSWCD. Mr. Giddens seconded. Motion passed.

- b) Mr. Townsend made a motion for CSWCD to give Ms. Clement a retirement gift of two months of her salary. Mr. Townsend said that the funds can come from the Reserve Account. Mr. Giddens seconded. The motion passed.

Ms. Clement thanked the Supervisors for her gift and said that it has been an honor to serve and work for each of them, and that she will miss them all.

COW SLOUGH WATER CONTROL DISTRICT  
BOARD OF SUPERVISORS  
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AUGUST 27, 2020

7) PUBLIC COMMENTS

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

8) ADJOURNMENT

Mr. Townsend motioned to adjourn the meeting at 3:37 p.m. Mr. Giddens seconded. Motion passed.

Respectfully submitted,

Dana Clement

COW SLOUGH WATER CONTROL DISTRICT  
MONTHLY SUPPLEMENTAL FINANCIAL REPORT  
SEPTEMBER 9, 2020

	BEGINNING BALANCES	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	
BUDGET: 2019-2020															
SEACOAST NAT'L BANK - CHECKING		41,850.94	37,799.82	38,579.64	57,799.43	73,406.56	73,382.39	73,487.75	65,187.12	60,294.51	57,950.84	56,069.21	52,609.58	48,634.38	
SEACOAST NAT'L BANK - MONEY MKT. BALANCES		21,827.87	21,829.72	21,831.52	21,831.52	21,835.23	21,836.96	21,838.82	21,840.61	21,840.61	21,844.26	21,846.12	21,846.12	21,847.97	
		63,678.81	59,629.72	60,411.16	91,309.42	95,241.79	95,219.35	95,326.57	87,027.73	82,142.62	79,795.10	77,915.33	74,462.35	70,482.35	
INCOME															
TAX REVENUES	52,710.00														
ESTIMATED CARRY OVER	55,000.00														
TAX REV. - HENDRY		0.00	5,112.24	22,537.20	8,672.03	478.54	102.12	177.42	196.22	376.73	522.03	0.00	0.00	38,174.53	
TAX REV. - COLLIER		0.18	199.28	12,405.84	692.39	1,667.28	0.00	1.94	0.00	31.58	0.00	0.00	0.00	14,998.49	
BANK INTEREST		5.46	5.09	7.06	8.37	7.63	8.14	7.80	7.50	6.78	6.86	6.65	0.00	77.34	
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	
TOTAL BALANCES	107,710.00	63,684.45	64,946.33	95,361.26	100,682.21	97,395.24	95,329.61	95,513.73	87,231.45	82,557.71	80,323.99	77,921.98	74,462.35	53,250.36	
EXPENDITURES															
	AMOUNT	OCTOBER EXPENSES	NOVEMBER EXPENSES	DECEMBER EXPENSES	JANUARY EXPENSES	FEBRUARY EXPENSES	MARCH EXPENSES	APRIL EXPENSES	MAY EXPENSES	JUNE EXPENSES	JULY EXPENSES	AUGUST EXPENSES	SEPTEMBER EXPENSES	TOTAL FUNDS EXPENDED	TOTAL ACCOUNT BALANCES
MAINTENANCE	30,000.00														18,480.90
a) HERBICIDE (3 times per year)	15,000.00	0.00	2,860.30	0.00	0.00	0.00	0.00	5,476.30	0.00	652.50	0.00	0.00	0.00	8,989.10	
b) CANAL MAINT. (excavating, leveling)	8,000.00	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	
c) CULVERTS	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,530.00	0.00	0.00	0.00	0.00	2,530.00	
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	
DOWN STREAM MAINTENANCE FEES	4,100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	809.19	0.00	0	1,084.42	0.00	1,893.61	2,206.39
WATER QUALITY ANALYSES	3,500.00	115.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.22	115.00	115.00	230.00	694.22	2,805.78
AUDIT FISCAL YEAR ENDING 2019	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	244.00	0.00	579.50	0.00	884.50	0.00	1,708.00	3,292.00
ENGINEERING FEES	7,500.00	0.00	0.00	560.00	0.00	490.00	0.00	0.00	0.00	0.00	980.00	0.00	0.00	2,030.00	5,470.00
ADMINISTRATOR	15,000.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	0.00	2,500.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	15,000.00	0.00
INSURANCE	4,090.00	1,818.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	1,918.00	2,172.00
OFFICE EXPENSES	1,900.00	196.73	90.72	173.22	53.22	173.22	0.00	226.44	197.10	153.22	53.22	125.71	0.00	1,442.80	457.20
ADA COMPLIANCE	400.00	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	400.00
LEGAL ADVERTISEMENTS	625.00	0.00	42.59	0.00	0.00	0.00	0.00	35.21	97.62	0.00	0.00	0.00	0.00	175.42	449.58
POSTAGE	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	101.00	0.00	0.00	0.00	0.00	101.00	49.00
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	4,216.80	0.00	291.56	2,068.62	537.20	262.67	3.04	4.05	3.92	8.17	10.44	0.00	0.00	3,189.67	1,027.13
RESERVE	26,953.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00	24,453.20
TOTAL BUDGET	107,710.00	4,054.73	4,535.17	4,051.84	5,440.42	2,175.89	3.04	8,486.00	5,088.83	2,762.61	2,408.66	3,459.63	3,980.00	46,446.82	61,263.18
CURRENT CASH STATUS		59,629.72	60,411.16	91,309.42	95,241.79	95,219.35	95,326.57	87,027.73	82,142.62	79,795.10	77,915.33	74,462.35	70,482.35		