

JOSHUA WATER CONTROL DISTRICT
ANNUAL LANDOWNERS' MEETING
AND MONTHLY MEETING AGENDA
THESE MEETINGS ARE HELD IN THE JOSHUA WATER
CONTROL DISTRICT OFFICES
ON AUGUST 11, 2020, AT 9:00 A.M.
THIS MEETING IS OPEN
TO THE PUBLIC

District's website: districtsapecial.org

BOARD OF SUPERVISORS

Mr. Donald Hovey, Supervisor
Mr. Buddy Strickland, Supervisor
Mr. Brian Phillips, Supervisor

DISTRICT MANAGER/SEC.TREASURER

Ms. Dana Clement

FIELD OPERATIONS SUPERVISOR

Mr. James Shattles

- 1) PRESIDENT, CALLS ANNUAL LANDOWNERS' MEETING TO ORDER
- 2) MEETING ANNOUNCEMENT
 - a. Secretary reads notice.
- 3) ELECTION OF CHAIRPERSON & SECRETARY TO CONDUCT MEETING
 - a. Landowners elect Chairperson and Secretary.
- 4) CALL FOR PROXIES
 - a. Tabulate-announce results.
 - b. Chairperson declares a quorum.
- 5) ELECTION OF A SUPERVISOR
 - a. Term expiration, Mr. Donald Hovey, 2017-2020.
 - b. Elect a Supervisor.
NOTE: LANDOWNERS MAY PARTICIPATE IN THE
ELECTION OF THE SUPERVISOR. AFTER THE
ELECTION, BUSINESS WILL BE TRANSACTED
BY THE BOARD EXCLUSIVELY
 - c. Oath of office.
- 6) ADJOURN ANNUAL LANDOWNERS' MEETING
- 7) PRESIDENT CALLS QUARTERLY MEETING TO ORDER
 - a. Mr. Strickland calls the quarterly meeting to order.
 - b. Election of a new President for 2020/2021.
 - c. President's comments.

AGENDA - JWCD ANNUAL LANDOWNERS'/QUARTERLY MEETINGS
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8) OLD BUSINESS

- a. Approve the minutes of the quarterly meeting held on July 9, 2020.
- b. Status of the management of the District.
- c. Ratify the execution of the credit line.
- d. Other.

9) DISTRICT MANAGER'S REPORT

- a. Financial report for July 14, 2020 through August 11, 2020.
- b. Execute Letter Agreement between JWCD and ECDD for 2020/2021.
- c. Next meeting to be held on October 13, 2020.
- d. Other.

10) SUPERVISOR'S FIELD REPORT

- a. Field report for July 2020.
- b. Other.

11) ENGINEER'S REPORT

- a. Annual Engineer's report.
- b. Discussion.

12) ATTORNEY'S REPORT

- a. Other.

13) BUDGET 2020/2021

- a. Draft budget for 2020/2021.
- b. Announce the 2020/2021 assessment rates and execute the 2020/2021 Assessment Resolution.
- c. Execute 2020/2021 Resolution for the Levy and Collection of Non-ad Valorem Assessments.
- d. Other.

14) CALL FOR NEW OR OTHER BUSINESS

- a. Elect a Secretary/Treasurer for 2020/2021.
- b. Appoint a Record's Management Liaison Officer (RMLLO).
- c. Appoint legal, auditing, and engineering services for 2020/2021.
- d. Meeting dates for fiscal year 2020/2021.
- e. Other.

15) CALL FOR 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 copy 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

JOSHUA WATER CONTROL DISTRICT
BOARD OF SUPERVISORS
MEETING MINUTES FOR
JULY 14, 2020, AT 9:00 A.M.

District's website: districtsarespecial.org/jwcd

BOARD OF SUPERVISORS

Mr. Richard Strickland, President

Mr. Donald Hovey, Supervisor

Mr. Brian Phillips, Supervisor

FIELD SUPERVISOR

Mr. James Shattles

DISTRICT MANAGER/SEC. TREASURER

Ms. Dana Clement

OTHERS PRESENT

Ms. Melenia Watson-JWCD

1) PRESIDENT CALLS THE MEETING TO ORDER AT 9:00 A.M.

Mr. Strickland called the July 14, 2020, JWCD meeting to order at 9:00 a.m.

2) OLD BUSINESS

a. APPROVE THE MINUTES OF THE JANUARY 14, 2020, MINUTES

Mr. Phillips motioned to approve the minutes of the January 14, 2020 minutes. Mr. Hovey seconded. Motion passed.

b. RATIFY THE CANCELLATION OF THE APRIL 15, 2020, MEETING

Mr. Phillips made a motion to ratify the cancellation of the April 15, 2020 meeting due to Covid-19. Mr. Hovey seconded. Motion passed.

c. APPROVE THE MINUTES OF THE SPECIAL PHONE CONFERENCE HELD ON JUNE 9, 2020

Mr. Phillips made a motion approve the minutes from the June 9, 2020 meeting. Mr. Hovey seconded. Motion Passed.

3) DISTRICT MANAGER'S REPORT

a. RATIFY THE PRESIDENT'S ACTION APPROVING THE AUDIT FOR YEAR ENDING SEPTEMBER 2019

Mr. Hovey made a motion for to ratify the President's action approving the audit for year ending September 2019. Mr. Phillips seconded. Motion passed.

b. ACTION ON THE MANAGEMENT OF THE DISTRICT

Ms. Clement said that the search for her replacement due is proceeding.

c. APPROVE THE INCREASE IN THE ATTORNEY RATES FOR 2020 FROM \$305.00 PER HOUR TO \$325.00 PER HOUR

Mr. Phillips made a motion to approve an increase in the rates from Lewis Longman & Walker, P.A. for legal services from the current rate of \$305.00 per hour to \$325.00 per hour. Mr. Hovey seconded. Motion passed.

d. RATIFY THE PRESIDENT'S APPROVAL TO ALLOW RELEASE OF 401 AND 457 RETIREMENT ACCOUNTS DUE TO COVID-19.

Mr. Phillips motioned to ratify the President's action to release 401 and 457 retirement accounts, if necessary, due to Covid-19. Mr. Hovey seconded. Motion passed.

e. INTERLOCAL AGREEMENT (5 YEAR) WITH EAST CHARLOTTE DRAINAGE DISTRICT (ECDD)

Ms. Clement said, that the terms of the Inter-Local Agreement are from August 11, 2020 through August 12, 2025. Ms. Clement said that the Inter-Local Agreement allows the two districts to work interchangeably.

Mr. Phillips motioned to approve the execution of the Inter-Local Agreement (5 year) with East Charlotte Drainage District. Mr. Hovey seconded. Motion passed.

The agreement was executed by Mr. Strickland.

f. APPOINT A NEW SECRETARY/TREASURER AND RECORD'S MANAGEMENT LIAISON OFFICER

Mr. Strickland said, that if the district has hired a replacement for Ms. Clement by the August 11, 2020 annual meeting, that person will be elected as the secretary/treasurer and Records Management Liaison Officer (RMLO).

g. RENEW THE CREDIT LINE

Ms. Clement said that the annual credit line is due to be renewed with Crews Bank & Trust. Ms. Clement said that the credit line loan is normally a one-year loan, however; this year Crews Bank & Trust has suggested that the loan be a two-year loan. Ms. Clement said that she recommends that the district agree to the two-year loan as there is a \$200.00 documentation fee every year when the District renews the credit line.

Ms. Clement said that the credit line she is asking to be approved, is a two-year, \$200,000.00 credit line, with a fixed interest rate of 5.00%. Ms. Clement said that no interest is charged on the loan unless a draw is made.

h. NEXT MEETINGS ARE TO BE HELD ON AUGUST 11, 2020, ANNUAL LANDOWNERS'/QUARTERLY

Ms. Clement said that the next meetings are to be held on August 11, 2020. Ms. Clement said this will be the annual and quarterly meetings.

4) SECRETARY/TREASURER'S REPORT

a. FINANCIAL REPORT FOR JANUARY 15, 2020 THROUGH JULY 14, 2020

Mr. Hovey motioned to approve the financial reports as submitted. Mr. Phillips seconded. Motion passed.

5) SUPERVISOR'S FIELD REPORT

a. FIELD REPORTS FOR JANUARY THROUGH JUNE 2020

The field reports for 2020 through June 2020 were submitted for the supervisors' review and comments.

Mr. Hovey motioned to approve the field reports. Mr. Phillips seconded. Motion passed.

6) CALL FOR NEW OR OTHER BUSINESS

a. LETTER MODIFICATION TO JWCD'S WATER USE PERMIT (WUP), RE: BERMONT PROPERTIES, SECTION 10

Ms. Clement said that the Letter Modification to JWCD's SWFWMD water use permit for the removal of 40 acres from Section 10, has been approved.

b. DRAFT BUDGET FOR 2020/2021

Ms. Clement presented the draft budget to the Board for approval.

A short discussion ensued.

Mr. Phillip made a motion to approve the draft budget which has a total budget amount of \$1,411,000.00. Mr. Hovey seconded. Motion passed.

c. EMPLOYEE BONUS

Mr. Strickland said, that due JWCD employee bonuses being paid in November, and where Ms. Clement is retiring on September 30, 2020, that he would like to be given the authorization to give Ms. Clement a bonus in this fiscal year 2019/2020.

Mr. Phillips motioned to approve giving Mr. Strickland the authorization to give Ms. Clement a bonus. Mr. Hovey seconded. Motion passed.

d. MR. HOVEY LEAVING JWCD BOARD

Mr. Strickland said that Mr. Hovey has indicated that he will not be seeking a new term when his term as a supervisor of JWCD, expires on August 11, 2020.

Mr. Strickland thanked Mr. Hovey for all of his services and said that he really enjoyed the years they have worked together.

Mr. Strickland said that a new supervisor will be elected at the annual meeting to be held on August 11, 2020.

Mr. Strickland said that due to the fact that Mr. Hovey will no longer be a supervisor after August 11, 2020, he believes the credit line should be executed by the newly elected supervisor. Mr. Strickland said that the execution of the credit line should not be executed until the August 11, 2020 meeting.

7) CALL FOR PUBLIC COMMENTS

There were no public comments.

8) 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.”

9) ADJOURNMENT

Mr. Strickland adjourned the meeting at 9:22 a.m.

Respectfully Submitted,

Dana Clement
Secretary/Treasurer
Joshua Water Control District