

JOSHUA WATER CONTROL DISTRICT
BOARD OF SUPERVISORS'
MEETING AGENDA FOR OCTOBER 9 2018, 9:00 A.M.
MEETINGS ARE HELD AT THE JOSHUA OFFICES
12008 N.E. HIGHWAY 70, ARCADIA, FLORIDA
MEETINGS ARE OPEN TO THE PUBLIC
District's website: districtsapecial.org/jwcd

BOARD OF SUPERVISORS

Mr. Jerry Newlin, President

Mr. Richard Strickland, Supervisor

Mr. Donald Hovey, Supervisor

FIELD SUPERVISOR

Mr. James Shattles

DISTRICT MANAGER

Ms. Dana Clement

- 1) PRESIDENT, CALL MEETING TO ORDER
- 2) OLD BUSINESS
 - a. Approve the minutes of the August 14, 2018, annual meeting.
 - b. Update on culverts installation, DeSoto Recycling & Disposal, Section 03-31
 - c. C.B. Landholdings, RE: Section 03-36.
 - d. Watermelon field, 03-36.
 - e. Other
- 3) DISTRICT MANAGER'S REPORT
 - a. F150 truck for James Shattles, picked up.
 - b. Update on website compliance ADA.
 - c. Ratify change in 2018-2019 meeting schedule.
 - d. Next meeting is January 8, 2019, 9:00 a.m.
 - e. Update on field employee.
 - f. Other
- 4) SECRETARY/TREASURER'S REPORT
 - a. Financial reports for August 15, 2018 through September 30, 2018, and October 1, 2018 through October 9, 2018.
 - b. Other
- 5) SUPERVISOR'S FIELD REPORT
 - a. Field reports for August 2018.
 - b. Other.
- 6) CALL FOR NEW OR OTHER BUSINESS
 - a. Other.
- 7) CALL FOR PUBLIC COMMENTS
- 8) ADJOURNMENT

JOSHUA WATER CONTROL DISTRICT (JWCD)
ANNUAL LANDOWNERS' AND MONTHLY MEETING'S MINUTES
FOR AUGUST 14, 2018
Website: districtsarespecial.org

BOARD OF SUPERVISORS

Mr. Jerry Newlin, President
Mr. Donald Hovey, Supervisor
Mr. Buddy Strickland, Supervisor

DISTRICT MANAGER

Ms. Dana Clement

OTHER ATTENDEES

Mr. James Shattles, Field Supervisor
Mr. Terry Lewis, Attorney, LLW
Mr. Seth Behn, LLW
Melenia Watson, JWCD

1) PRESIDENT CALLS ANNUAL LANDOWNERS' MEETING TO ORDER, 9:02 A.M.

Meetings are held in the district's offices located at 12008 N.E. Hwy. 70, Arcadia, Florida, and are open to the public.

2) MEETING ANNOUNCEMENT

a) SECRETARY READS NOTICE

Notice was advertised in the Sun Herald on July 26, 2018 and August 3, 2018, and posted on the District's website.

Mr. Strickland motioned to waive the reading. Mr. Hovey seconded. Motion passed.

3) ELECTION OF CHAIRPERSON & SECRETARY TO CONDUCT MEETING

a) LANDOWNERS ELECT CHAIRPERSON AND SECRETARY

Mr. Newlin motioned to elect Mr. Lewis as Chairperson to conduct the Annual Landowners' Meeting. Mr. Lewis appointed Ms. Clement as secretary. Mr. Strickland seconded. Motion passed.

4) CALL FOR PROXIES

a) CHAIRPERSON DECLARES A QUORUM

5) ELECTION OF ONE SUPERVISOR

a) TERM EXPIRATION, MR. JEROME NEWLIN

Mr. Lewis opened the floor for nominations.

b) ELECT ONE SUPERVISOR

Mr. Strickland nominated Mr. Newlin. No other nominations.

Mr. Strickland motioned for Mr. Newlin to serve a three-year term, 2018-2021, as supervisor. Mr. Hovey seconded. Motion passed.

Mr. Newlin was nominated by acclamation.

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ANNUAL LANDOWNERS' MEETING &
MONTHLY MEETING MINUTES
AUGUST 14, 2018

c) OATH OF OFFICE

Mr. Lewis administered the oath of office to Mr. Newlin.

6) ADJOURN ANNUAL LANDOWNER'S MEETING AT 9:10 A.M.

7) PRESIDENT CALLS MONTHLY MEETING TO ORDER

a) MR. NEWLIN CALLS THE BI- MONTHLY MEETING TO ORDER

Mr. Newlin called the JWCD meeting to order at 9:10 a.m.

b) ELECTION OF A NEW PRESIDENT FOR 2018/2019

Mr. Strickland nominated Mr. Newlin to serve as president of the Board of Supervisors for 2018/2019. Mr. Hovey seconded. Motion passed.

8) OLD BUSINESS

a) APPROVE THE MINUTES OF THE MEETING HELD ON JULY 10, 2018

Mr. Strickland motioned to approve the minutes of the July 10, 2018, meeting. Mr. Hovey seconded. Motion passed.

b) C.B. LANDHOLDINGS, SECTION 03-36, USER'S FEE

Ms. Clement said that JWCD has not received the outside user's fee for C.B. Landholdings and on October 1, 2018, they will be one year in arrears. Mr. Lewis stated that he can send a letter to C.B. Landholdings. Mr. Newlin asked Ms. Clement to send one more letter and if there is not a response, the district will determine its next step.

c) WATERMELON FIELD, 03-36

Nothing to report.

d) UPDATE ON CULVERTS INSTALLATION, DESOTO RECYCLING & DISPOSAL, SECTION 31

Mr. Shattles stated that the culverts have not been installed.

9) DISTRICT MANAGER'S REPORT

a) FINANCIAL REPORT FOR JULY 11, 2018 THROUGH AUGUST 14, 2018

Mr. Strickland motioned to approve the financials for July 11, 2018 through August 14, 2018. Mr. Hovey seconded. Motion passed.

b) UPDATE ON WEBSITES BEING COMPLIANT WITH THE AMERICAN DISABILITIES ACT, (ADA)

Ms. Clement said that after watching a webinar hosting by Egis Insurance, she contacted ADA Site Compliance, experts on making websites and documents, ADA compliant. Ms. Clement said that the cost to audit and remediate the site will be \$4,139.00, which also includes remediating all of the documents currently on the site. In the future, each document that is remediated will cost \$2.95 per page.

Mr. Strickland motioned to approve hiring ADA Site Compliance. Mr. Hovey seconded. Motion passed.

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MONTHLY MEETING MINUTES
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c) MR. SHATTLES TRUCK WILL BE READY IN SEPTEMBER 2018

Ms. Clement said that Mr. Shattles new truck will be ready to pick up from Bartow Ford in September 2018.

d) NEXT MEETING IS SCHEDULED TO BE HELD ON OCTOBER 9, 2018, 9:00 A.M.

9) SUPERVISOR'S FIELD REPORT

a) FIELD REPORT FOR JULY, 2018

Mr. Strickland motioned to approve the field report for July 2018. Mr. Hovey seconded. Motion passed.

10) ENGINEER'S REPORT

a) ANNUAL ENGINEER'S REPORT

The annual engineer's report was in each individual's meeting packet.

Mr. Strickland motioned to approve the report. Mr. Hovey seconded. Motion passed.

11) ATTORNEY'S REPORT

Mr. Lewis introduced Mr. Seth Behn of Lewis Longman and Walker.

12) BUDGET 2018/2019

a) DISCUSSION ON THE DRAFT BUDGET FOR 2018/2019

Mr. Strickland motioned to approve the draft 2018/2019 budget as submitted. Mr. Hovey seconded. Motion passed.

b) 2018/2019 ASSESSMENT RATES

Mr. Newlin reported that the assessment rates for fiscal year 2018/2019 are as follows: Level of Service A: \$77.73 per acre, Level of Service C: \$58.19 per acre, Level of Service D: \$49.82 per acre, Sub-District B, \$9.38 per acre, Sub-District C, (Wetlands), \$9.38 per acre, and Outside User's Fee: \$7.08 per acre.

c) EXECUTE 2018/2019 ASSESSMENT RESOLUTION

Mr. Strickland motioned to approve the execution of the 2018/2019 Assessment Resolution which indicates the assessment rates as previously stated by Mr. Newlin. Mr. Hovey seconded. Motion passed.

Mr. Newlin executed the document.

d) EXECUTE 2018/2019 RESOLUTION FOR THE LEVY AND COLLECTION OF
NON-AD VALOREM ASSESSMENTS

Mr. Strickland motioned to approve the execution of the Resolution for the Levy and Collection of Non-Ad Valorem Assessments. The Resolution indicates to the authorities that JWCD will continue to levy and collect non-ad valorem assessments. Mr. Hovey seconded. Motion passed.

Mr. Newlin executed the document.

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13) CALL FOR NEW OR OTHER BUSINESS

a) APPOINT SECRETARY/TREASURER, LEGAL SERVICES, AND ENGINEERING SERVICES AND AUDITING SERVICES FOR FISCAL YEAR 2018/2019

Mr. Strickland motioned to appoint Ms. Clement as the District's Secretary/Treasurer, Lewis, Longman and Walker, P.A. as the District's legal counsel, Progressive Water Resources as the District's engineering firm, and Baggett, Reutimann & Associate's as the District's auditing firm for the 2018/2019 fiscal year. Mr. Hovey seconded. Motion passed.

b) MEETING DATES FOR FISCAL YEAR 2018/2019, RECOMMENDATION FOR TIME CHANGE

Ms. Clement stated that the scheduled meeting dates for the 2018/2019 year will be held on the following dates: October 9, 2018, January 8, 2019, April 9, 2019, July 9, 2019 and August 13, 2019.

Mr. Strickland motioned to approve the meeting dates as stated. Mr. Hovey seconded. Motion passed.

14) CALL FOR PUBLIC COMMENTS

None.

15) ADJOURNMENT, 10:58 A.M.

JOSHUA WATER CONTROL DISTRICT
MONTHLY FIELD REPORT FOR THE MONTH OF
AUGUST 2018

1) MANPOWER

Number of Field Personnel	Names of Field Personnel	Hours Worked	Hours Scheduled	Efficiency
4	Travis Canfield Steven Harris James Shattles Brandon Taylor	617.5	630.5	97%

2) MAJOR EXPEDITURES

Bridgefield, \$1,953.48, (worker's compensation insurance), First State Bank, \$2,725.98, (J. D. front end loader loan), First State Bank, (Kubota tractor loan), \$812.54, Advantage Transportation, (bank run shell), \$67,250.98, Jet Age Fuel, \$15,560.95, (fuel).

3) ON-GOING SPECIAL PROJECTS

a. Rum Creek Ranch maintenance

4) SPECIAL PROJECTS COMPLETED

a. Installed shell throughout the district.

5) CANALS CLEANED

a. 2,640 feet, in the Number 6 Canal between 03-10-64 and 03-10-33.

6) SPOIL LEVELED

a. 330 feet of the Lateral Canals in 03-14-17.

7) MOWING

a. 0 miles.

8) WEED CONTROL

None

9) ROAD MAINTENANCE

- a. 25 miles of roadways graded
- b. Numerous washouts and holes filled with shell
- c. Numerous spots repaired

10) CULVERTS

a. 0 culverts removed

11) OTHER PROJECTS COMPLETED

- a. Repaired and replaced signs throughout the district.
- b. Installed new front wheel bearings on the left side of the #68 Cat grader.

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MONTHLY FIELD REPORT
FOR THE MONTH OF AUGUST 2018

- c. Installed a new air-conditioned compressor and dryer on the #68 Cat grader.

12) FUTURE PROJECTS

- a. Paint gas and diesel fuel tanks and reseal cracks in the containment areas.

13) REMARKS FROM JAMES SHATTLES

None

JOSHUA WATER CONTROL DISTRICT
 MONTHLY FIELD REPORT
 FOR THE MONTH OF AUGUST 2018

TABLE 1: SCHEDULED WORK DAYS=23

Equipment Numbers and Description	Days Scheduled	Days Operated	Down Time (Days)	Reason for Downtime
E-71 John Deere Loader	11	11	0	OK
E68 Cat Grader	18	18	4	Front Axle Bearing Battery Hydraulic Cylinder
F69 Volvo Excavator (Rubber Tire)	2	2	0	OK
E-72 Kubota Tractor	12	12	0	OK
E-70 John Deere Excavator Track	5	5	0	OK
Totals	48	48	4	
Efficiency Rate		98%		

JWCD SUPPLEMENTAL FINANCIAL REPORT FOR AUGUST 16, 2018

	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	FUNDS RECEIVED	BUDGETED FUNDS REMAINING
ACCOUNT TITLES															
CHECKING ACCOUNT-SEACOAST NAT'L BANK		335,208.35	235,206.77	171,737.90	1,090,419.75	1,120,792.40	1,053,399.57	935,141.96	889,642.12	824,683.42	751,077.80	667,095.53	518,887.56		
2017/2018 BUDGET															
TAX REVENUES	1,165,990.81	0.00	46,675.92	1,044,679.53	65,421.04	7,921.50	573.22	2,083.84	543.94	3,492.22	0.47	0.00	0.00	1,171,391.68	
BANK INTEREST	0.00	24.04	15.82	44.42	94.92	82.72	85.88	75.18	72.42	64.29	59.45	53.65	0.00	672.79	
MISCELLANEOUS INCOME	39,600.00	0.00	11,657.10	0.00	9,900.00	30.00	0.00	11,400.00	1,056.76	0.00	18,143.10	0.00	0.00	52,186.96	
OUTSIDE USERS' FEES	16,337.80	12,677.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,677.59	
CARRY-OVER FROM PRIOR YEAR	243,000.00	0.00	0.00	0.00	0.00	0.00	42,528.63	0.00	0.00	0.00	0.00	0.00	0.00	42,528.63	
LOAN PROCEEDS/CREDIT LINE	0.00	0.00	0.00	0.00	0.00	0.00	-42,528.63	0.00	0.00	0.00	0.00	0.00	0.00	-42,528.63	
TOTAL BALANCES	1,464,928.61	347,909.98	293,555.61	1,216,461.85	1,165,835.71	1,128,826.62	1,054,058.67	948,700.98	891,315.24	828,239.93	769,280.82	667,149.18	518,887.56	1,236,929.02	
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	BUDGETED FUNDS REMAINING
TAX ROLL PREPARATION FEE	7,000.00	7,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00	0.00
TAX COLLECTOR'S FEE (1.5%)	16,706.00	16,705.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,705.51	0.49
TAX REVENUES DISCOUNT	46,000.00	0.00	1,654.98	41,787.04	2,496.12	158.43	5.74	0.00	0.00	0.00	0.00	0.00	0.00	46,102.31	-102.31
EMPLOYEE WAGES	499,000.00	32,316.91	58,483.16	42,231.55	33,388.88	34,396.52	41,830.09	33,054.24	33,144.91	41,973.10	33,576.06	40,402.92	15,463.44	440,261.78	58,738.22
EMPLOYEE BENEFITS	168,000.00	8,092.16	7,850.08	7,138.16	7,158.25	8,283.80	8,357.06	7,636.99	5,615.44	6,786.18	9,873.27	5,276.74	6,778.31	88,846.44	45,872.04
SUTA		104.89	-506.09	0.00	133.42	0.00	0.00	109.97	0.00	0.00	108.53	0.00	0.00	-49.28	
FICA		2,443.85	4,445.54	3,195.20	2,525.82	2,602.93	3,164.47	2,500.20	2,507.13	3,175.40	2,540.14	3,058.31	1,171.81	33,330.80	
CONTRACTED SERVICES	19,000.00	1,337.77	1,749.79	1,185.82	1,117.35	1,691.23	1,312.55	2,895.52	740.58	1,972.43	481.36	1,381.43	895.87	16,761.70	2,238.30
INSURANCE	60,160.00	27,020.93	2,257.94	100.00	4,754.79	2,283.14	2,190.14	2,283.14	0.00	1,826.44	1,953.48	1,953.48	1,953.49	48,576.97	11,583.03
AUDIT, YEAR ENDING SEPTEMBER 2017	11,510.00	0.00	0.00	10,000.00	0.00	0.00	350.00	0.00	1,149.00	0.00	0.00	0.00	0.00	11,499.00	11.00
ENGINEERING SERVICES	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,822.30	0.00	0.00	1,822.30	5,677.70
LEGAL SERVICES	10,000.00	0.00	0.00	0.00	0.00	367.80	0.00	2,946.50	335.50	0.00	0.00	0.00	2,308.92	5,958.72	4,041.28
MAINTENANCE PARTS/LABOR	45,000.00	4,401.46	1,244.78	2,687.45	2,345.55	7,515.90	3,254.69	572.24	1,657.64	692.39	2,229.60	1,517.22	2,516.15	30,635.07	14,364.93
WATER ANALYSES	1,200.00	0.00	0.00	200.00	0.00	200.00	0.00	0.00	0.00	200.00	0.00	200.00	0.00	800.00	400.00
FUELS	70,000.00	0.00	0.00	14,199.74	0.00	0.00	11,851.86	0.00	13,143.60	50.00	666.00	15,560.95	0.00	55,472.15	14,527.85
ELECTRICITY (A+B)	4,500.00	318.71	344.51	294.92	337.84	419.60	297.99	337.91	303.12	316.14	349.28	333.35	360.14	4,013.51	486.49
OIL & LUBRICANTS	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.00	0.00	0.00	45.00	4,955.00
ROAD'S MAINTENANCE	85,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	67,250.98	226.00	67,476.98	17,523.02
CULVERTS	54,000.00	0.00	0.00	0.00	-12,300.00	12,300.00	0.00	0.00	0.00	8,712.00	31,331.00	4,145.50	0.00	44,188.50	9,811.50
CONSTRUCTION MATERIALS	4,500.00	2,590.35	62.79	0.00	34.06	91.85	28.98	0.00	0.00	85.89	2.79	32.76	14.99	2,944.46	1,555.54
WEED CONTROL	232,000.00	0.00	36,717.75	0.00	0.00	0.00	42,734.81	0.00	0.00	4,630.00	12,561.95	0.00	23,940.98	120,585.49	111,414.51
CITRUS CANCKER CONTROL	1,600.00	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	1,600.00
MISCELLANEOUS EXPENSE	3,000.00	-21.98	96.00	0.00	0.00	0.00	185.00	-304.14	1,507.72	373.27	292.80	50.99	258.89	2,438.55	561.45
OFFICE EXPENSE	7,500.00	592.40	387.72	296.24	325.25	2,389.87	613.13	392.16	338.66	180.37	713.21	368.40	366.70	6,964.11	535.89
ADA COMPLIANCE	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	0.00	0.00
MEETINGS/MEMBERSHIP DUES	3,500.00	2,715.00	0.00	0.00	0.00	0.00	14.22	300.00	0.00	0.00	100.00	0.00	40.00	3,169.22	330.78
TAX REBATES (Irrigation)	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	2,795.61	0.00	0.00	0.00	0.00	0.00	2,795.61	704.39
INTEREST EXPENSE ON CREDIT LINE (LOC)	1,000.00	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	1,000.00
EXCAVATOR (J.D.) -PRINCIPAL (Maturity: 10-2017)	4,702.00	4,337.70	4,291.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,629.39	-3,927.39
EXCAVATOR-INTEREST, (4.09%) Seacoast Nat'l Bank	750.00	21.57	11.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32.66	717.34
LOADER (J.D.) - PRINCIPAL (Maturity: 9-2020)	29,800.00	2,430.37	2,428.77	2,446.34	2,445.33	2,453.64	2,487.53	2,470.42	2,486.79	2,487.27	2,503.14	2,504.23	2,512.72	29,656.55	143.45
LOADER (J.D.) - INTEREST, (4%), 1st State Bank	3,200.00	295.61	297.21	279.64	280.65	272.34	238.45	255.56	239.19	238.71	222.84	221.75	213.26	3,055.21	144.79
KOBOTA-PRINCIPAL-(Maturity 3-2023)	8,100.00	0.00	0.00	0.00	0.00	0.00	0.00	613.88	623.07	619.65	628.68	625.49	0.00	3,110.77	4,989.23
KOBOTA-INTEREST, (5.5%), 1st State Bank	2,200.00	0.00	0.00	0.00	0.00	0.00	0.00	198.66	189.47	192.89	183.86	187.05	0.00	951.93	1,248.07
RESERVE	50,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,650.00	2,650.00	0.00	0.00	30,634.34	35,934.34	14,065.66
CREDIT LINE PAYOFF	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	0.00	0.00
TOTAL BUDGET	1,464,928.00	112,703.21	121,817.71	126,042.10	45,043.31	75,427.05	118,916.71	59,058.86	66,631.82	77,162.13	102,185.29	145,071.55	89,656.01	1,139,715.75	325,212.25
CURRENT CASH STATUS		235,206.77	171,737.90	1,090,419.75	1,120,792.40	1,053,399.57	935,141.96	889,642.12	824,683.42	751,077.80	667,095.53	522,077.63	429,231.55		