



**COUNTY LINE  
DRAINAGE DISTRICT**

**LEE COUNTY  
REGULAR BOARD MEETING  
JANUARY 12, 2021  
10:00 A.M.**

Special District Services, Inc.  
27499 Riverview Center Boulevard, #253  
Bonita Springs, FL 33134

[www.countylinedd.org](http://www.countylinedd.org)  
561.630.4922 Telephone  
877.SDS.4922 Toll Free  
561.630.4923 Facsimile

**AGENDA  
COUNTY LINE  
DRAINAGE DISTRICT  
23351 North River Road  
Alva, Florida 33920  
REGULAR BOARD MEETING  
January 12, 2022  
10:00 A.M.**

- A. Call to Order
- B. Proof of Publication.....Page 1
- C. Establish Quorum
- D. Additions or Deletions to Agenda
- E. Comments from the Public for Items Not on the Agenda
- F. Approval of Minutes
  - 1. October 13, 2021 Regular Board Meeting.....Page 2
- G. Old Business
  - 1. Update Regarding 48' Culvert in Section 14 South Side of Lake
- H. New Business
- I. Manager's Report
  - 1. Financial Report.....Page 5
  - 2. Next Meeting Date April 13, 2022
- J. Field Report.....Page 8
- K. Engineer's Report
  - 1. Discussion Regarding Stormwater Needs Analysis
- L. Attorney's Report
- M. Administrative Matters
- N. Board Members Comments
- O. Adjourn

Attn:  
COUNTY LINE DRAINAGE C/O SPECI  
2501 BURNS RD STE A  
PALM BEACH GARDENS, FL 33410

COUNTY LINE DRAINAGE DISTRICT  
FISCAL YEAR 2021/2022 REGULAR MEETING SCHEDULE  
Regular Meetings of the Board of Supervisors of the County Line Drainage District (the "District") will be held at 10:00 a.m. in the District's office located at 23351 North River Road, Alva, Florida 33920 on the following dates:  
October 13, 2021  
January 12, 2022  
April 13, 2022  
July 13, 2022

STATE OF FLORIDA COUNTY OF LEE:  
Before the undersigned authority personally appeared NINA JACOBS, who on oath says that he or she is a Legal Assistant of the News-Press, a daily newspaper published at Fort Myers in Lee County, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of

The meetings are open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The meetings may be continued in progress without additional notice to a time, date, and location stated on the record. Copies of the agenda for these meetings may be obtained from the District's website or from the District Manager, Special District Services, located at 2501A Burns Road, Palm Beach Gardens, Florida 33410. There may be occasions when one or more Supervisors will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in these meetings is asked to advise the District Office at least forty-eight (48) hours before the meeting by contacting the District Manager at 561-630-4922 and/or toll free at 1-877-737-4922. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800- 955-8770, who can aid you in contacting the District Office. A person who decides to appeal any decision made at the meeting with respect to any matter considered at a particular meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based. Meetings may be cancelled from time to time without advertised notice. www.countylinedd.org AD#4929263

COUNTY LINE DRAINAGE DISTRICT FISCAL YEAR 2021/2022 REGULAR MEETING SCHEDULE Regular Meetings of the Board of Supervisors of the County Line Drainage District (

In the Twentieth Judicial Circuit Court was published in said newspaper editions dated in the issues of:

October 1, 2021

10/01/2021

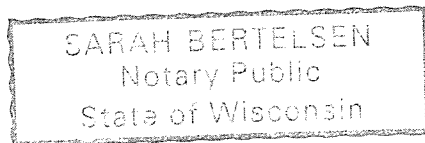
Affiant further says that the said News-Press is a paper of general circulation daily in Lee County and published at Fort Myers, in said Lee County, Florida, and that the said newspaper has heretofore been continuously published in said Lee County, Florida each day and has been entered as periodicals matter at the post office in Fort Myers, in said Lee County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has never paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper editions dated:

Sworn to and Subscribed before me this 1st of October 2021, by legal clerk who is personally known to me.

Nina Jacobs  
Affiant

Sarah Bertelsen  
Notary State of Wisconsin, County of Brown

7/27/25  
My commission expires



# of Affidavits 1

This is not an invoice

**COUNTY LINE DRAINAGE DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 13, 2021**

**A. CALL TO ORDER**

The October 13, 2021, Regular Board Meeting of the County Line Drainage District (the “District”) was called to order at 10:03 a.m. at 23351 North River Road, Alva, Florida 33920.

**B. PROOF OF PUBLICATION**

Proof of publication was presented that notice of the Regular Board Meeting had been published in the *Fort Myers News-Press* on October 1, 2021, as part of the District’s Fiscal Year 2021/2022 Meeting Schedule, as legally required.

**C. ESTABLISH A QUORUM**

It was determined that the attendance of the following Supervisors constituted a quorum and it was in order to proceed with the meeting:

President	Joe Beale	Present
Vice President	Paul Fabry	Present
Assistant Secretary	Pat McKenna	Present

Staff members in attendance were:

District Manager	Kathleen Meneely	Special District Services, Inc.
General Counsel	Terry Lewis (via phone)	Lewis, Longman & Walker

**D. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**E. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

There were no comments from the public for items not on the agenda.

**F. APPROVAL OF MINUTES**

**1. July 14, 2021, Public Hearing & Regular Board Meeting**

The July 14, 2021, Public Hearing & Regular Board Meeting minutes were presented for consideration.

A **motion** was made by Mr. McKenna, seconded by Mr. Fabry and passed unanimously approving the July 14, 2021, Public Hearing & Regular Board Meeting minutes, as presented.

**G. OLD BUSINESS**

**1. Update Regarding 48-Foot Culvert in Section 14 South Side of Lake**

Mr. McKenna advised that there was no update, but asked to continue to keep the item on the agenda.

## **H. NEW BUSINESS**

### **1. Consider Resolution No. 2021-05 – Assigning Board Seat Numbers**

Mr. Lewis stated that assigning seat numbers was for convenience and would help during elections. Ms. Meneely indicated, per the resolution, Seat #1 is held by Joe Beale, Seat #2 is held by Pat McKenna and Seat #3 is held by Paul Fabry.

A **motion** was made by Mr. Fabry, seconded by Mr. McKenna and passed unanimously adopting Resolution No. 2021-05, as presented.

### **2. Consider Resolution No. 2021-06 – Adopting a Fiscal Year 2020/2021 Amended Budget**

Resolution No. 2021-06 was presented, entitled:

#### **RESOLUTION NO. 2021-06**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY LINE DRAINAGE DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2020/2021 BUDGET, PURSUANT TO CHAPTER 197, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

A motion was made by Mr. Fabry, seconded by Mr. McKenna and passed unanimously adopting Resolution No. 2021-06, as presented.

## **I. MANAGER'S REPORT**

### **1. Financial Report**

Ms. Meneely went over financial report. The Board Members had no questions.

## **J. FIELD REPORT**

Ms. Meneely went over the Field Report, as Mr. Sebring was not able to attend today's meeting. Mr. Fabry noted under the projects category 6B, the collapsed culvert was removed.

## **K. ENGINEER'S REPORT**

There was no Engineer's Report at this time.

## **L. ATTORNEY'S REPORT**

Mr. Lewis advised, as a follow-up on House Bill 53 requiring a stormwater needs assessment, he will advise the engineer who will need to submit the report by June 2022.

## **M. ADMINISTRATIVE MATTERS**

Ms. Meneely noted that the next Board Meeting was scheduled for January 12, 2022.

**N. BOARD MEMBER COMMENTS**

Mr. Fabry asked about the ditch spraying and road grading schedules. Mr. McKenna advised that the work was being lined up and would be due in the fall.

**O. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Fabry, seconded by Mr. McKenna and passed unanimously to adjourn the Regular Board Meeting at 10:18 a.m.

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Secretary/Assistant Secretary

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President/Vice President

County Line  
Drainage District

**Financial Report For  
December 2021**

**COUNTY LINE DRAINAGE DISTRICT  
MONTHLY FINANCIAL REPORT  
DECEMBER 2021**

	Annual Budget 10/1/21 - 9/30/22	Actual Dec-21	Year To Date Actual 10/1/21 - 12/31/21
<b>REVENUES</b>			
Assessments	186,584	54,228	62,362
Miscellaneous Income	0	0	0
Interest Income	138	0	16
<b>Total Revenues</b>	<b>\$ 186,722</b>	<b>\$ 54,228</b>	<b>\$ 62,378</b>
<b>EXPENDITURES</b>			
Management Fees	28,896	2,408	7,224
Legal Fees	7,000	100	640
Legal Advertisements	750	0	223
Engineering	7,000	0	0
Audit Fees	8,700	0	0
Insurance	7,850	0	7,345
Meetings and Membership Dues	750	0	175
Miscellaneous	750	0	75
Postage	150	3	48
Office Supplies	250	3	25
Outside Maintenance Labor	25,000	1,495	5,720
Weed Control	25,000	0	0
Control Structures	34,000	0	0
Fuel/Lubricants	4,000	0	2,313
Equipment Parts	3,000	352	352
Construction Materials	500	0	0
Road Maintenance	14,000	0	0
Canal Maintenance	25,000	40	40
North Dike Maintenance	20,000	0	7,915
Water Analyses	3,000	0	192
Reserve	30,000	0	0
<b>Total Expenditures</b>	<b>\$ 245,596</b>	<b>\$ 4,401</b>	<b>\$ 32,287</b>
<b>Revenues Less Expenditures</b>	<b>\$ (58,874)</b>	<b>\$ 49,827</b>	<b>\$ 30,091</b>
Tax Collector Fees	(535)	(257)	(513)
Discounts For Early Payments	(7,407)	(1,627)	(1,952)
Property Appraiser Fees	(354)	0	(354)
<b>Excess/ (Shortfall)</b>	<b>\$ (67,170)</b>	<b>\$ 47,943</b>	<b>\$ 27,272</b>
Carryover From Prior Year	67,170	0	0
<b>Net Excess/ (Shortfall)</b>	<b>\$ -</b>	<b>\$ 47,943</b>	<b>\$ 27,272</b>

<b>Bank Balance As Of 12/31/21</b>	<b>\$ 228,855.43</b>
<b>Accounts Payable As Of 12/31/21</b>	<b>\$ 6,953.83</b>
<b>Accounts Receivable As Of 12/31/21</b>	<b>\$ -</b>
<b>Available Funds As Of 12/31/21</b>	<b>\$ 221,901.60</b>



**County Line Drainage District**  
**Budget vs. Actual**  
**October 2021 through December 2021**

	<u>Oct 21 - Dec 21</u>	<u>21/22 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
01-3500 · Assessment Revenue	62,362.50	186,584.00	-124,221.50	33.42%
01-3780 · Tax Collector Fees	-513.30	-535.00	21.70	95.94%
01-3785 · Assessment Discounts	-1,952.24	-7,407.00	5,454.76	26.36%
01-3790 · Property Appraiser Fee	-354.00	-354.00	0.00	100.0%
01-3900 · Miscellaneous Income	0.00	0.00	0.00	0.0%
01-9510 · Interest Income	16.19	138.00	-121.81	11.73%
01-9599 · Carryover From Prior Year	0.00	67,170.00	-67,170.00	0.0%
<b>Total Income</b>	<u>59,559.15</u>	<u>245,596.00</u>	<u>-186,036.85</u>	<u>24.25%</u>
<b>Gross Profit</b>	59,559.15	245,596.00	-186,036.85	24.25%
<b>Expense</b>				
01-1311 · Management Fees	7,224.00	28,896.00	-21,672.00	25.0%
01-1480 · Legal Advertisements	223.40	750.00	-526.60	29.79%
01-1513 · Postage and Delivery	48.22	150.00	-101.78	32.15%
01-1640 · Roadway Maintenance	0.00	14,000.00	-14,000.00	0.0%
01-1645 · Canal Maintenance	39.80	25,000.00	-24,960.20	0.16%
01-1646 · North Dike Maintenance	7,915.00	20,000.00	-12,085.00	39.58%
01-1650 · Outside Maintenance Labor	5,719.50	25,000.00	-19,280.50	22.88%
01-1660 · Weed Control	0.00	25,000.00	-25,000.00	0.0%
01-1670 · Control Structures	0.00	34,000.00	-34,000.00	0.0%
01-1680 · Fuels / Lubricants	2,313.31	4,000.00	-1,686.69	57.83%
01-1690 · Equipment Parts / Repair	351.74	3,000.00	-2,648.26	11.73%
01-1691 · Construction Materials	0.00	500.00	-500.00	0.0%
01-1750 · Legal Fees	640.00	7,000.00	-6,360.00	9.14%
01-1760 · Engineering	0.00	7,000.00	-7,000.00	0.0%
01-1770 · Audit Fees	0.00	8,700.00	-8,700.00	0.0%
01-1795 · Meetings & Membership Dues	175.00	750.00	-575.00	23.33%
01-1800 · Insurance	7,345.00	7,850.00	-505.00	93.57%
01-1810 · Miscellaneous	74.70	750.00	-675.30	9.96%
01-1820 · Office Supplies	25.20	250.00	-224.80	10.08%
01-1833 · Water Analyses	192.00	3,000.00	-2,808.00	6.4%
01-1896 · Reserve	0.00	30,000.00	-30,000.00	0.0%
<b>Total Expense</b>	<u>32,286.87</u>	<u>245,596.00</u>	<u>-213,309.13</u>	<u>13.15%</u>
	<u><b>27,272.28</b></u>	<u><b>0.00</b></u>	<u><b>27,272.28</b></u>	<u><b>100.0%</b></u>

**COUNTY LINE DRAINAGE DISTRICT  
FIELD REPORT  
FOR THE MONTHS OF OCTOBER THROUGH DECEMBER 2021**

**1) CULVERTS REMOVED/INSTALLED**

- a) No repairs needed.

**2) CANALS CLEANED**

- a) None.

**3) WEED CONTROL**

- a) None.

**4) ROADS MAINTENANCE**

- a) None.

**5) METERS/PUMPS**

- a) Read all meters.
- b) Recalibrated all pump meters.

**6) PROJECTED OR SPECIAL PROJECT**

- a) Need to remove culvert between Sections 12 & 1.