



COUNTY LINE DRAINAGE DISTRICT

**LEE COUNTY
REGULAR BOARD MEETING
APRIL, 13, 2022
10:00 A.M.**

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

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
April 13, 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. January 12, 2022 Regular Board Meeting.....Page 2
- G. Old Business
 - 1. Update Regarding 48' Culvert in Section 14 South Side of Lake
- H. New Business
 - 1. Consider Resolution No. 2022-01 – Adopting a Fiscal Year 2022/2023 Proposed Budget...Page 5
- I. Manager's Report
 - 1. Financial Report.....Page 11
- J. Field Report.....Page 14
- K. Engineer's Report
 - 1. Update on Stormwater Needs Analysis
- L. Attorney's Report
 - 1. Discussion Regarding ALIO Groves License Agreement
- M. Administrative Matters
- N. Board Members Comments
- O. Adjourn

The News-Press media group

news-press.com A GANNETT COMPANY

Attn:

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

STATE OF FLORIDA COUNTY OF LEE:

Before the undersigned authority personally appeared
NICOLE 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

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:

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:

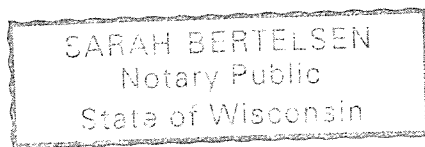
Sworn to and Subscribed before me this 1st of October 2021,
by legal clerk who is personally known to me.

Nicole 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
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

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 re-
cord. 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 re-
cord 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

October 1, 2021

**COUNTY LINE DRAINAGE DISTRICT
REGULAR BOARD MEETING
JANUARY 12, 2022**

A. CALL TO ORDER

The January 12, 2022, Regular Board Meeting of the County Line Drainage District (the “District”) was called to order at 10:00 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	Lewis, Longman & Walker
Field Consultant	Randy Sebring	

Also present was Cullum Jefferies.

D. ADDITIONS OR DELETIONS TO THE AGENDA

Mr. Fabry asked for an update on Mr. Beale’s state project and it was the consensus of the Board to add this item under Board Member Comments.

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. October 13, 2021, Regular Board Meeting

The October 13, 2021, Regular Board Meeting minutes were presented for consideration.

A **motion** was made by Mr. Fabry, seconded by Mr. McKenna and passed unanimously approving October 13, 2021, 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 for future meetings.

H. NEW BUSINESS

There were no New Business items to come before the Board.

I. MANAGER'S REPORT

1. Financial Report

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

Ms. Meneely advised that the next meeting was scheduled for April 13, 2022 and would include a proposed budget.

J. FIELD REPORT

Mr. Sebring advised that all the meters had been calibrated except for one pump that was not working. He went on to note that one culvert still needed to be replaced. Mr. Fabry suggested taking the culvert out and leaving it out.

Mr. Sebring asked about the timing to begin herbicide in the ditches and canals. Mr. Fabry indicated that it should be done as soon as possible.

Mr. Sebring then asked about the timing of grading the roads and Mr. Fabry responded that it should be done before the Valencia season begins.

K. ENGINEER'S REPORT

1. Discussion Regarding Stormwater Needs Analysis

Mr. Beale stated that Mr. Grandusky was working on a proposal. Ms. Meneely stated that the report was due at the end of June and suggested authorization of the report in between meetings.

After discussion, a motion was made by Mr. Fabry, seconded by Mr. McKenna and passed unanimously authorizing up to \$9,000 for the report and further authorizing the Chairman to sign the proposal.

L. ATTORNEY'S REPORT

Mr. Lewis gave an update on a legal case of assessments being required by other governments that have property within districts. He confirmed that there was no county property in the District.

Mr. Beale noted that he noticed counties and cities receiving funds from the Infrastructure Bill and wondered if any would reach special districts. Mr. Lewis advised that he had looked at this about a year ago and noted that the funds were being funneled to counties and they have the discretion on where it will be distributed.

M. ADMINISTRATIVE MATTERS

Ms. Meneely stated that the next meeting was scheduled for April 13, 2022, at which time the proposed budget would be presented. She then asked if there were any requested changes for the budget and Mr. Fabry suggested keeping it a zero-based budget with reserves.

N. BOARD MEMBER COMMENTS

Update on State Project – Mr. Beale stated that the project had been fully permitted and was awaiting funding.

O. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Beale, seconded by Mr. Fabry and passed unanimously to adjourn the Regular Board Meeting at 10:17 a.m.

Secretary/Assistant Secretary

President/Vice President

RESOLUTION NO. 2022-01

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY
LINE DRAINAGE DISTRICT APPROVING A PROPOSED BUDGET
FOR FISCAL YEAR 2022/2023; AND PROVIDING AN EFFECTIVE
DATE.**

WHEREAS, the Board of Supervisors (“Board”) of the County Line Drainage District (“District”) is required by Chapter 298, *Florida Statutes*, to approve a Proposed Budget for each fiscal year; and,

WHEREAS, the Proposed Budget including the Assessments for Fiscal Year 2022/2023 has been prepared and considered by the Board.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF THE COUNTY LINE DRAINAGE DISTRICT THAT:**

Section 1. The Proposed Budget including the Assessments for Fiscal Year 2022/2023 attached hereto as Exhibit “A” is approved and adopted.

Section 2. A Public Hearing is hereby scheduled for July 13, 2022 at 10:00 a.m. in 23351 North River Road, Alva, Florida 33920, for the purpose of receiving public comments on the Proposed Fiscal Year 2022/2023 Budget.

PASSED, ADOPTED and EFFECTIVE this 13th day of April, 2022.

ATTEST:

COUNTY LINE DRAINAGE DISTRICT

By: _____
Secretary/Assistant Secretary

By: _____
Chairman/Vice Chairman

County Line Drainage District

**Proposed Budget For
Fiscal Year 2022/2023
October 1, 2022 - September 30, 2023**

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I PROPOSED BUDGET

II DETAILED PROPOSED BUDGET

**PROPOSED BUDGET
COUNTY LINE DRAINAGE DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023**

	FISCAL YEAR 2022/2023 BUDGET
REVENUES	
Assessments	186,584
Miscellaneous Income	0
Interest Income	180
Total Revenues	\$ 186,764
EXPENDITURES	
Management Fees	29,760
Legal Fees	7,500
Legal Advertising	1,000
Engineering	6,000
Audit Fees	8,700
Insurance	7,850
Meetings and Membership Dues	750
Miscellaneous	828
Postage	175
Office Supplies	275
Outside Maintenance Labor	25,000
Weed Control	25,000
Control Structures	34,000
Fuel/Lubricants	4,000
Equipment Parts	3,000
Construction Materials	500
Road Maintenance	14,000
Canal Maintenance	25,000
North Dike Maintenance	20,000
Water Analyses	3,000
Reserve	30,000
Total Expenditures	\$ 246,338
Revenues Less Expenditures	\$ (59,574)
Tax Collector Fees	(535)
Discounts For Early Payments	(7,407)
Property Appraiser Fees	(354)
Excess/ (Shortfall)	\$ (67,870)
Carryover From Prior Year	67,870
Net Excess/ (Shortfall)	\$ -

**DETAILED PROPOSED BUDGET
COUNTY LINE DRAINAGE DISTRICT
FISCAL YEAR 2022/2023
OCTOBER 1, 2022 - SEPTEMBER 30, 2023**

	FISCAL YEAR 2020/2021 ACTUAL	FISCAL YEAR ACTUAL 2021/2022 AS OF 3/31/2022	FISCAL YEAR 2021/2022 BUDGET	FISCAL YEAR 2022/2023 BUDGET	COMMENTS
REVENUES					
Assessments	193,633	62,725	186,584	186,584	Expenditures Less Interest/.94
Miscellaneous Income	2,820	0	0	0	
Interest Income	182	82	138	180	Interest Projected At \$15 Per Month
Total Revenues	\$ 196,635	\$ 62,807	\$ 186,722	\$ 186,764	
EXPENDITURES					
Management Fees	28,500	14,448	28,896	29,760	CPI Adjustment (Capped At 3%)
Legal Fees	7,725	980	7,000	7,500	\$500 Increase From 2021/2022 Budget
Legal Advertising	1,195	223	750	1,000	\$250 Increase From 2021/2022 Budget
Engineering	1,140	0	7,000	6,000	\$1,000 Decrease From 2021/2022 Budget
Audit Fees	8,400	0	8,700	8,700	No Change From 2021/2022 Budget
Insurance	7,199	7,445	7,850	7,850	Insurance Estimate
Meetings and Membership Dues	750	175	750	750	No Change From 2021/2022 Budget
Miscellaneous	716	127	750	828	Miscellaneous
Postage	166	90	150	175	\$25 Increase From 2021/2022 Budget
Office Supplies	255	68	250	275	\$25 Increase From 2021/2022 Budget
Outside Maintenance Labor	35,094	11,225	25,000	25,000	No Change From 2021/2022 Budget
Weed Control	9,550	0	25,000	25,000	No Change From 2021/2022 Budget
Control Structures	0	0	34,000	34,000	No Change From 2021/2022 Budget
Fuel/Lubricants	4,093	2,313	4,000	4,000	No Change From 2021/2022 Budget
Equipment Parts	4,672	352	3,000	3,000	No Change From 2021/2022 Budget
Construction Materials	0	0	500	500	No Change From 2021/2022 Budget
Road Maintenance	11,800	0	14,000	14,000	No Change From 2021/2022 Budget
Canal Maintenance	14,440	40	25,000	25,000	No Change From 2021/2022 Budget
North Dike Maintenance	0	7,915	20,000	20,000	No Change From 2021/2022 Budget
Water Analyses	3,090	384	3,000	3,000	No Change From 2021/2022 Budget
Reserve	0	0	30,000	30,000	Reserve
Total Expenditures	\$ 138,785	\$ 45,785	\$ 245,596	\$ 246,338	
Revenues Less Expenditures	\$ 57,850	\$ 17,022	\$ (58,874)	\$ (59,574)	
Tax Collector Fees	(345)	(513)	(535)	(535)	Tax Collector Fees
Discounts For Early Payments	(2,601)	(354)	(7,407)	(7,407)	Four Percent Of Total Assessment Roll
Property Appraiser Fees	(354)	(1,963)	(354)	(354)	Property Appraiser Fees
Excess/ (Shortfall)	\$ 54,550	\$ 14,192	\$ (67,170)	\$ (67,870)	
Carryover From Prior Year	0	0	67,170	67,870	Carryover From Prior Year
Net Excess/ (Shortfall)	\$ 54,550	\$ 14,192	\$ -	\$ -	

County Line Drainage District Assessment Comparison

	Fiscal Year 2019/2020 Assessment Per Unit	Fiscal Year 2020/2021 Assessment Per Unit	Fiscal Year 2021/2022 Assessment Per Unit	Fiscal Year 2022/2023 Projected Assessment Per Unit
Assessments (Per Acre Rate)	\$ 59.34	\$ 51.88	\$ 50.00	\$ 50.00

* Assessments Include the Following :

4% Discount for Early Payments
And County Tax Collector Fee And
County Property Appraiser Fee

District Information:

Units (One Unit = 1 Acre) 3,732.04

County Line Drainage District

Financial Report For March 2022

**COUNTY LINE DRAINAGE DISTRICT
MONTHLY FINANCIAL REPORT
MARCH 2022**

	Annual Budget 10/1/21 - 9/30/22	Actual Mar-22	Year To Date Actual 10/1/21 - 3/31/22
REVENUES			
Assessments	186,584	0	62,725
Miscellaneous Income	0	0	0
Interest Income	138	0	82
Total Revenues	\$ 186,722	\$ -	\$ 62,807
EXPENDITURES			
Management Fees	28,896	2,408	14,448
Legal Fees	7,000	0	980
Legal Advertisements	750	0	223
Engineering	7,000	0	0
Audit Fees	8,700	0	0
Insurance	7,850	100	7,445
Meetings and Membership Dues	750	0	175
Miscellaneous	750	0	127
Postage	150	4	90
Office Supplies	250	4	68
Outside Maintenance Labor	25,000	1,975	11,225
Weed Control	25,000	0	0
Control Structures	34,000	0	0
Fuel/Lubricants	4,000	0	2,313
Equipment Parts	3,000	0	352
Construction Materials	500	0	0
Road Maintenance	14,000	0	0
Canal Maintenance	25,000	0	40
North Dike Maintenance	20,000	0	7,915
Water Analyses	3,000	0	384
Reserve	30,000	0	0
Total Expenditures	\$ 245,596	\$ 4,491	\$ 45,785
Revenues Less Expenditures	\$ (58,874)	\$ (4,491)	\$ 17,022
Tax Collector Fees	(535)	0	(513)
Discounts For Early Payments	(7,407)	0	(354)
Property Appraiser Fees	(354)	0	(1,963)
Excess/ (Shortfall)	\$ (67,170)	\$ (4,491)	\$ 14,192
Carryover From Prior Year	67,170	0	0
Net Excess/ (Shortfall)	\$ -	\$ (4,491)	\$ 14,192
Bank Balance As Of 3/31/22	\$ 213,512.55		
Accounts Payable As Of 3/31/22	\$ 4,690.92		
Accounts Receivable As Of 3/31/22	\$ -		
Available Funds As Of 3/31/22	\$ 208,821.63		

County Line Drainage District
Budget vs. Actual
October 2021 through March 2022

	Oct 21 - March 22	21/22 Budget	\$ Over Budget	% of Budget
Income				
01-3500 · Assessment Revenue	62,725.00	186,584.00	-123,859.00	33.62%
01-3780 · Tax Collector Fees	-513.30	-535.00	21.70	95.94%
01-3785 · Assessment Discounts	-1,963.11	-7,407.00	5,443.89	26.5%
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	82.45	138.00	-55.55	59.75%
01-9599 · Carryover From Prior Year	0.00	67,170.00	-67,170.00	0.0%
Total Income	59,977.04	245,596.00	-185,618.96	24.42%
Gross Profit	59,977.04	245,596.00	-185,618.96	24.42%
Expense				
01-1311 · Management Fees	14,448.00	28,896.00	-14,448.00	50.0%
01-1480 · Legal Advertisements	223.40	750.00	-526.60	29.79%
01-1513 · Postage and Delivery	89.85	150.00	-60.15	59.9%
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	11,224.50	25,000.00	-13,775.50	44.9%
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	980.00	7,000.00	-6,020.00	14.0%
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	7,445.00	7,850.00	-405.00	94.84%
01-1810 · Miscellaneous	127.08	750.00	-622.92	16.94%
01-1820 · Office Supplies	68.05	250.00	-181.95	27.22%
01-1833 · Water Analyses	384.00	3,000.00	-2,616.00	12.8%
01-1896 · Reserve	0.00	30,000.00	-30,000.00	0.0%
Total Expense	45,784.73	245,596.00	-199,811.27	18.64%
	14,192.31	0.00	14,192.31	100.0%