



**COUNTY LINE
DRAINAGE DISTRICT**

**LEE COUNTY
REGULAR BOARD MEETING
JANUARY 7, 2025
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
January 7, 2025
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. November 13, 2024 Regular Board Meeting.....Page 2
- G. Old Business
- H. New Business
 - 1. Consider Engineer Assignment Request.....Page 5
- I. Manager’s Report
 - 1. Financial Report.....Page 6
- J. Field Report.....Page 10
- K. Engineer’s Report
- L. Attorney’s Report
 - 1. Update on Easement Litigation
- M. Administrative Matters
- N. Board Members Comments
- O. Adjourn



Florida

PO Box 631244 Cincinnati, OH 45263-1244

GANNETT

AFFIDAVIT OF PUBLICATION

County Line Drainage c/o Special District Services
2501 Burns RD # A
Palm Beach Gardens FL 33410-5207

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Advertising Representative 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 Public Notices, was published on the publicly accessible website of Lee County, Florida, or in a newspaper by print in the issues of, on:

09/24/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 09/24/2024

Amy Kolcott
Nicole Jacobs

Legal Clerk

Notary, State of WI, County of Brown

8-21-24

My commission expires

Publication Cost: \$208.18

Tax Amount: \$0.00

Payment Cost: \$208.18

Order No: 10585011

of Copies:

Customer No: 1126080

1

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COUNTY LINE DRAINAGE DISTRICT
FISCAL YEAR 2024/2025
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 9, 2024
January 8, 2025
April 9, 2025
August 13, 2025

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
9/24/2024 #10585011

NICOLE JACOBS
Notary Public
State of Wisconsin

**COUNTY LINE DRAINAGE DISTRICT
REGULAR BOARD MEETING
NOVEMBER 13, 2024**

A. CALL TO ORDER

The November 13, 2024, Regular Board Meeting of the County Line Drainage District (the “District”) was called to order at 10:07 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 November 1, 2024, as part of the District’s Fiscal Year 2024/2025 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	Seth Behn (via phone)	Lewis, Longman & Walker
District Engineer	Kyle Grandusky (via phone)	GMAwater, LLC
Field Consultant	Brandon Lynn	

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. August 7, 2024, Public Hearing & Regular Board Meeting

The August 7, 2024, Regular Board Meeting minutes were presented for consideration.

A **motion** was made by Mr. Fabry, seconded by Mr. McKenna and passed unanimously approving the August 7, 2024, Regular Board Meeting minutes, as presented.

G. OLD BUSINESS

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

H. NEW BUSINESS

1. Consider Resolution No. 2024-05 – Adopting a Fiscal Year 2023/2024 Amended Budget

Resolution No. 2024-05 was presented, entitled:

RESOLUTION NO. 2024-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY LINE DRAINAGE DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2023/2024 BUDGET, PURSUANT TO CHAPTER 197, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.

After discussion, a **motion** was made by Mr. Fabry, seconded by Mr. McKenna and passed unanimously adopting Resolution No. 2024-05, as presented.

I. MANAGER'S REPORT

1. Financial Report

Ms. Meneely went over financial report. There were no questions from the Members of the Board.

Ms. Meneely advised of the upcoming meeting schedule of January 8, 2025, April 9, 2025, and August 13, 2025.

After discussion, a motion was made by Mr. Fabry, seconded by Mr. McKenna and passed unanimously to change the meeting schedule to reflect the following: January 7, 2025, April 1, 2025, and August 14, 2025, at 10:00 a.m.

J. FIELD REPORT

Mr. Lynn went over his report provided in the meeting package. He stated that culverts had been **over** and went over the proposals. He mentioned that the main roads were getting rough and suggested having them graded before harvest season. There was a consensus of the Board to move forward on the grading.

Ms. Meneely noted that Mr. Lynn had been doing an excellent job managing the District's issues and contracts.

K. ENGINEER'S REPORT

Mr. Grandusky stated that he had completed the 10-Year Compliance Report regarding the water use permit. He added that he was working on a BMAP update for the DEP, stating that there were no additional projects to add.

L. ATTORNEY'S REPORT

Mr. Behn advised that the brief regarding the ongoing litigation had been filed and a response was due by December 6, 2024. He indicated that he should have more of an update in January and discussion ensued on the status of the case.

Mr. Behn also reminded the Board Members to complete their online ethics training by the end of the year.

M. ADMINISTRATIVE MATTERS

Ms. Meneely advised that the next meeting was scheduled for January 7, 2025.

N. BOARD MEMBER COMMENTS

There were no further comments from the Board Members.

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 adjourning the Regular Board Meeting at 10:36 a.m.

Secretary/Assistant Secretary

President/Vice President



December 20, 2024

Board of Supervisors
County Line Drainage District
C/O Special District Services, Inc.
2501A Burns Road
Palm Beach Gardens, FL 33410

Subject: Request to Continue District Engineering Services under new Company

Dear President Beale and Board of Supervisors:

It has been a pleasure serving as the District's Engineer since 2014, and with your approval, I would like to continue as such moving forward with a new company. In January 2025 I will be joining Garcia Environmental Services, LLC and ending my employment/ownership interest with GMAwater, LLC. Per the terms of the District Engineer Agreement (Article 12. Assignment), I am hereby requesting to assign the agreement to my new company, and keep all other terms of the agreement the same, including current billing rates. Except for being with a new company, I intend for there to be no other changes in my service and personal attention provided to the District.

If the Board is agreeable to the assignment request, the new company contact information, certificate of insurance, engineering business license, etc. will be provided under separate cover.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kyle D. Grandusky', with a long horizontal flourish extending to the right.

Kyle D. Grandusky, P.E.
Florida P.E. License No. 68395

Copy: Kathleen Meneely, District Manager
Robert Diffenderfer, District Attorney

County Line
Drainage District

**Financial Report For
December 2024**

**COUNTY LINE DRAINAGE DISTRICT
MONTHLY FINANCIAL REPORT
DECEMBER 2024**

	Annual Budget 10/1/24 - 9/30/25	Actual Dec-24	Year To Date Actual 10/1/24 - 12/31/24
REVENUES			
Assessments	167,584	0	48,273
Miscellaneous Income	0	0	0
Other Income	0	0	0
Interest Income	600	0	0
Total Revenues	\$ 168,184	\$ -	\$ 48,273
EXPENDITURES			
Management Fees	31,560	2,630	7,890
Legal Fees	40,000	17,317	18,255
Legal Advertisements	1,500	0	232
Engineering	7,000	0	190
Audit Fees	10,000	0	0
Insurance	9,200	0	9,298
Meetings and Membership Dues	750	0	175
Miscellaneous	700	68	68
Postage	175	12	29
Office Supplies	350	43	113
Outside Maintenance Labor	32,000	0	0
Weed Control	28,000	0	0
Control Structures	20,000	0	0
Fuel/Lubricants	4,000	0	0
Equipment Parts/Repairs	10,000	0	28,754
Construction Materials	500	0	0
Road Maintenance	25,000	0	0
Canal Maintenance	12,500	0	0
North Dike Maintenance	12,500	0	0
Water Analyses	3,000	0	287
Reserve	30,000	0	0
Drainage System	0	0	0
Total Expenditures	\$ 278,735	\$ 20,070	\$ 65,291
Revenues Less Expenditures	\$ (110,551)	\$ (20,070)	\$ (17,018)
Tax Collector Fees	(535)	0	(651)
Discounts For Early Payments	(7,327)	0	(1,931)
Property Appraiser Fees	(354)	0	(354)
Excess/ (Shortfall)	\$ (118,767)	\$ (20,070)	\$ (19,954)
Carryover From Prior Year	118,767	0	0
Net Excess/ (Shortfall)	\$ -	\$ (20,070)	\$ (19,954)

Bank Balance As Of 12/31/24	\$ 200,227.81
Accounts Payable As Of 12/31/24	\$ 20,301.42
Accounts Receivable As Of 12/31/24	\$ -
Available Funds As Of 12/31/24	\$ 179,926.39

County Line Drainage District
Budget vs. Actual
October through December 2024

	<u>Oct - Dec 24</u>	<u>24/25 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
01-3500 · Assessment Revenue	48,272.85	167,584.00	-119,311.15	28.81%
01-3780 · Tax Collector Fees	-651.36	-535.00	-116.36	121.75%
01-3785 · Assessment Discounts	-1,930.92	-7,327.00	5,396.08	26.35%
01-3790 · Property Appraiser Fee	-354.00	-354.00	0.00	100.0%
01-9510 · Interest Income	0.00	600.00	-600.00	0.0%
01-9599 · Carryover From Prior Year	0.00	118,767.00	-118,767.00	0.0%
Total Income	<u>45,336.57</u>	<u>278,735.00</u>	<u>-233,398.43</u>	<u>16.27%</u>
Gross Profit	45,336.57	278,735.00	-233,398.43	16.27%
Expense				
01-1311 · Management Fees	7,890.00	31,560.00	-23,670.00	25.0%
01-1480 · Legal Advertisements	231.84	1,500.00	-1,268.16	15.46%
01-1513 · Postage and Delivery	29.49	175.00	-145.51	16.85%
01-1640 · Roadway Maintenance	0.00	25,000.00	-25,000.00	0.0%
01-1645 · Canal Maintenance	0.00	12,500.00	-12,500.00	0.0%
01-1646 · North Dike Maintenance	0.00	12,500.00	-12,500.00	0.0%
01-1650 · Outside maint. Labor	0.00	32,000.00	-32,000.00	0.0%
01-1660 · Weed Control	0.00	28,000.00	-28,000.00	0.0%
01-1670 · Control Structures	0.00	20,000.00	-20,000.00	0.0%
01-1680 · Fuels / Lubricants	0.00	4,000.00	-4,000.00	0.0%
01-1690 · Equipment Parts / Repairs	28,754.00	10,000.00	18,754.00	287.54%
01-1691 · Construction Materials	0.00	500.00	-500.00	0.0%
01-1750 · Legal Fees	18,254.50	40,000.00	-21,745.50	45.64%
01-1760 · Engineering	190.00	7,000.00	-6,810.00	2.71%
01-1770 · Audit Fees	0.00	10,000.00	-10,000.00	0.0%
01-1795 · Meetings & Membership Dues	175.00	750.00	-575.00	23.33%
01-1800 · Insurance	9,298.00	9,200.00	98.00	101.07%
01-1810 · Miscellaneous	68.41	700.00	-631.59	9.77%
01-1820 · Office Supplies	112.50	350.00	-237.50	32.14%
01-1833 · Water Analyses	287.00	3,000.00	-2,713.00	9.57%
01-1896 · Reserve	0.00	30,000.00	-30,000.00	0.0%
Total Expense	<u>65,290.74</u>	<u>278,735.00</u>	<u>-213,444.26</u>	<u>23.42%</u>
Net Ordinary Income	<u>-19,954.17</u>	<u>0.00</u>	<u>-19,954.17</u>	<u>100.0%</u>
Net Income	<u><u>-19,954.17</u></u>	<u><u>0.00</u></u>	<u><u>-19,954.17</u></u>	<u><u>100.0%</u></u>

**COUNTY LINE DRAINAGE DISTRICT
TAX COLLECTIONS 2024-2025**

#	ID#	PAYMENT FROM	DATE	FOR	Tax Collect Receipts	Interest Received	Commissions Paid	Discount	Net From Tax Collector	O & M Assessment Income (Before Discounts & Fee)	O & M Assessment Income (After Discounts & Fee)
									\$167,584.00	\$167,584.00	\$167,584.00
									\$159,368.00	\$159,368.00	\$159,368.00
1		Paid to Lee County Prop Appraiser	11/12/24	Fees			\$ (354.00)		\$ (354.00)		\$ (354.00)
2	1	Lee County Tax Collector	11/26/24	NAV Taxes	\$ 48,272.85		\$ (651.36)	\$ (1,930.92)	\$ 45,690.57	\$ 48,272.85	\$ 45,690.57
3									\$ -		
4									\$ -		
5									\$ -		
6									\$ -		
7									\$ -		
8									\$ -		
9									\$ -		
10									\$ -		
11									\$ -		
12									\$ -		
13									\$ -		
14									\$ -		
15									\$ -		
16									\$ -		
					\$ 48,272.85	\$ -	\$ (1,005.36)	\$ (1,930.92)	\$ 45,336.57	\$ 48,272.85	\$ 45,336.57

Collections
28.81%

\$ 48,272.85	
\$ -	\$ 45,336.57
\$ (48,272.85)	\$ (45,336.57)
\$ -	\$ -

Note: \$167,584 is 2024/2025 Budgeted assessments before discounts and fees.
\$159,368 is 2024/2025 Budgeted assessments after discounts and fees.

**County Line Drainage District
Quarterly Field Report
October-December 2024**

Culvert Removal/Installation

Culvert installation at sections 1 and 2 was completed on 12/2/24 by ELD.

Canal Cleaning

Nothing to report

Weed Control

Ecological Control and Management will be on site by early/mid January to treat the southern perimeter canal for aquatic vegetation. He did not treat it this past summer due to the water depth in the canal. We have herbicide in inventory to complete this.

Road Maintenance

ELD should be on site by late January to start grading the roads.

Meters and Pump Readings

Flowmeter readings reported at the beginning of every month, all flowmeters appear to be working properly.

Special Projects

Nothing to report