



**EAST CHARLOTTE
DRAINAGE DISTRICT**

**CHARLOTTE COUNTY
ANNUAL LANDOWNERS' MEETING,
REGULAR BOARD MEETING
& PUBLIC HEARING
JULY 15, 2025
9:00 A.M.**

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

www.eastcharlottedd.org

561.630.4922 Telephone

877.SDS.4922 Toll Free

561.630.4923 Facsimile

**AGENDA
EAST CHARLOTTE
DRAINAGE DISTRICT
Charlotte Harbor Event Conference Center
75 Taylor Street
Punta Gorda, Florida 33950
ANNUAL LANDOWNERS' MEETING
July 15, 2025
9:00 A.M.**

- A. Call to Order
- B. Pledge of Allegiance
- C. Proof of Publication.....Page 1
- D. Establish Quorum
- E. Election of Chair for Landowners' Meeting
- F. Election of Secretary for Landowners' Meeting
- G. Approval of Minutes
 - 1. July 16, 2024 Landowners' Meeting Minutes.....Page 2
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 - 5. Certification of the Results
- I. Landowners' Comments
- J. Adjourn

Publication Date
2025-06-30

Subcategory
Miscellaneous Notices

EAST CHARLOTTE DRAINAGE DISTRICT

NOTICE OF PUBLIC HEARING, ANNUAL LANDOWNERS MEETING AND
REGULAR BOARD MEETING

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the Board) of the East Charlotte Drainage District (the District) will hold a Public Hearing, an Annual Landowners Meeting and a Regular Board Meeting (Meeting or Meetings) on July 15, 2025, at 9:00 a.m. in the Charlotte Harbor Event and Conference Center located at 75 Taylor Street, Punta Gorda, Florida 33950.

The purpose of the Public Hearing is for the Board to consider the Fiscal Year 2025/2026 Final Budget. The purpose of the Annual Landowners Meeting is to elect one (1) Supervisor to the Board. The purpose of the Regular Board Meeting is to conduct any business which may properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the agendas for any of the Meetings may be obtained from the Districts website www.eastcharlottedd.org or by contacting the District Manager at (941) 786-3716 or by email at kmeneely@sdsinc.org and/or toll free at 1-877-737-4922 prior to the date of the Meetings. 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 to a date, time and place to be specified on the record at the Meeting. From time to time one Supervisor may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisor may be fully informed of the discussions taking place. Said Meetings may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these Meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these Meetings should contact the District Manager at (941) 786-3716 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

EAST CHARLOTTE DRAINAGE DISTRICT

www.eastcharlottedd.org

Publish: 06/23/25, 06/30/25

119664 3962941

**EAST CHARLOTTE DRAINAGE DISTRICT
ANNUAL LANDOWNERS' MEETING
JULY 16, 2024**

A. CALL TO ORDER

The July 16, 2024, Annual Landowners' Meeting of the East Charlotte Drainage District (the "District") was called to order at 9:03 a.m. in the Charlotte Harbor Event Conference Center located at 75 Taylor Street, Punta Gorda, Florida 33950.

B. PLEDGE OF ALLEGIANCE

C. PROOF OF PUBLICATION

Proof of publication was presented that notice of the Annual Landowners' Meeting had been published in the *Fort Myers News-Press* on June 24, 2024, and July 1, 2024, as legally required.

D. 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:

Chairman	David Kemeny	Present
Vice Chairman	Phillip Varner	Present
Supervisor	Calvin Sill	Present

Staff members in attendance were:

District Manager	Kathleen Meneely	Special District Services, Inc.
General Counsel	R. Diffenderfer/Seth Behn (via phone)	Lewis, Longman & Walker
Field Consultant	James Shattles	

E. ELECTION OF CHAIR FOR LANDOWNERS' MEETING

A **motion** was made by Mr. Varner, seconded by Mr. Sill and passed unanimously electing David Kemeny as Chairman for the Annual Landowners' Meeting.

F. ELECTION OF SECRETARY FOR LANDOWNERS' MEETING

A **motion** was made by Mr. Varner, seconded by Mr. Sill and passed unanimously electing Kathleen Meneely as Secretary for the Annual Landowners' Meeting.

G. APPROVAL OF MINUTES

1. June 18, 2023, Landowners' Meeting

A **motion** was made by Mr. Kemeny, seconded by Mr. Varner and passed unanimously approving the minutes of the June 18, 2023, Landowners' Meeting, as presented.

H. ELECTION OF SUPERVISORS

1. Determine Number of Voting Units Represented or Assigned by Proxy

It was determined that the three Board Members were the only landowners present.

2. Nomination of Candidates

A **motion** was made by Mr. Kemeny, seconded by Mr. Varner and passed unanimously nominating Cavlin Sill for Seat #1.

3. Casting of Ballots

4. Ballot Tabulations

There were three (3) votes for Mr. Sill.

5. Certification of Results

A **motion** was made by Mr. Kemeny, seconded by Mr. Varner and passed unanimously certifying the results of the election.

I. LANDOWNER COMMENTS

There were no further comments from the landowners.

J. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Kemeny, seconded by Mr. Varner and passed unanimously adjourning the Annual Landowners' Meeting at 9:06 a.m.

Secretary/Assistant Secretary

President/Vice President

**LANDOWNER PROXY
EAST CHARLOTTE DRAINAGE DISTRICT
LANDOWNERS' MEETING**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned, the fee simple owner of the lands described herein, hereby constitutes and appoints _____ ("Proxy Holder") for and on behalf of the undersigned, to vote as proxy at the meeting of the landowners of the East Charlotte Drainage District to be held on July 15, 2025 at 9:00 a.m. at the Charlotte Harbor Event Conference Center, 75 Taylor Street, Punta Gorda, Florida 33950. and at any adjournments thereof, according to the number of acres of unplatted land and/or platted lots owned by the undersigned landowner which the undersigned would be entitled to vote if then personally present, upon any question, proposition, or resolution or any other matter or thing which may be considered at said meeting including, but not limited to the Board of Supervisors. Said Proxy Holder may vote in accordance with their discretion on all matters not known or determined at the time of solicitation of this proxy, which may be legally considered at said meeting.

This proxy is to continue in full force and effect from the hereof until the conclusion of the above noted landowners' meeting and any adjournment or adjournments thereof, but may be revoked at any time by written notice of such revocation presented at the annual meeting prior to the Proxy Holder exercising the voting rights conferred herein.

Printed Name of Legal Owner

Signature of Legal Owner

Date

Parcel Description*

of Acres

* Insert in the space above the street address of each parcel, the legal description of each parcel, or the tax identification number of each parcel. [If more space is needed, identification of Parcels owned may be incorporated by reference to an attachment hereto.]

Pursuant to section 298 Florida Statutes (2025), a fraction of an acre is treated as one (1) acre entitling the landowner to one vote with respect thereto.

TOTAL NUMBER OF AUTHORIZED VOTES: _____

Please note that each eligible acre of land or fraction thereof is entitled to only one vote, for example, a husband and wife are together entitled to only one vote per their residence if it is located on one acre or less of real property.

If the Legal Owner is not an individual, and is instead a corporation, limited liability company, limited partnership or other entity, evidence that the individual signing on behalf of the entity has the authority to do so should be attached hereto. (e.g. bylaws, corporate resolution, etc.)

BALLOT

BALLOT # _____

**EAST CHARLOTTE
DRAINAGE DISTRICT
LANDOWNERS' MEETING**

ELECTION OF BOARD SUPERVISORS

JULY 15, 2025

The undersigned certifies that he/she is the owner (____) or duly authorized **representative of lawful proxy of an owner** (____) of land in the **East Charlotte Drainage District**, constituting _____ acre(s) and hereby casts up to the corresponding number of his/her vote(s) for the following candidate/candidates to hold the above-named open position:

Name of Candidate

Number of Votes

Signature: _____

Printed Name: _____

Street Address or Tax Parcel Id Number for your Real Property:

AGENDA
EAST CHARLOTTE
DRAINAGE DISTRICT
Charlotte Harbor Event Conference Center
75 Taylor Street
Punta Gorda, Florida 33950
REGULAR BOARD MEETING & PUBLIC HEARING
July 15, 2025
9:00 A.M.

- A. Call to Order
- B. Pledge of Allegiance
- C. Proof of Publication.....Page 7
- D. Seat New Board Members
- E. Administer Oath of Office & Review Board member Responsibilities and Duties
- F. Establish Quorum
- G. Election of Officers
 - Chairman
 - Vice Chairman
 - Secretary/Treasurer
 - Assistant Secretaries
- H. Additions or Deletions to Agenda
- I. Comments from the Public for Items Not on the Agenda
- J. Approval of Minutes
 - 1. April 15, 2025 Regular Board Meeting Minutes.....Page 8
- K. Public Hearing
 - 1. Proof of Publication.....Page 11
 - 2. Receive Public Comments on Fiscal Year 2025/2026 Final Budget
 - 3. Consider Resolution No. 2025-02 – Adopting a Fiscal Year 2025/2026 Final Budget.....Page 12
- L. Old Business
 - 1. Discussion on Graham Road Access for Non ECDD Property Owners
 - 2. Consider Approval of Repairs to Graham Road Fence
 - 3. Discussion on Electric Gates for Graham Road
- M. New Business
 - 1. Consider Resolution No. 2025-03 – Adopting a Fiscal Year 2025/2026 Meeting Schedule.....Page 18
 - 2. Consider Approval of Connection Permit Policy.....Page 20
- N. Manager’s Report
 - 1. Financial Report.....Page 36
- O. Field Report.....Page 40
- P. Engineer’s Report
- Q. Attorney’s Report
- R. Administrative Matters
- S. Board Member Comments
- T. Adjourn



**PUBLISHER'S AFFIDAVIT OF
PUBLICATION STATE OF FLORIDA COUNTY
OF CHARLOTTE:**

Before the undersigned authority personally appeared Amber Douglas, who on oath says that she is the Legal Advertising Representative of The Daily Sun, a newspaper published at Charlotte Harbor in Charlotte County, Florida; that the attached copy of advertisement, being a Legal Notice that was published in said newspaper in the issue(s)

09/30/24

as well as being posted online at www.yoursun.com and www.floridapublicnotices.com.

Affiant further says that the said newspaper is a newspaper published at Charlotte Harbor, in said Charlotte County, Florida, and that the said newspaper has heretofore been continuously published in said Charlotte County, Florida, Sarasota County, Florida and DeSoto County, Florida, each day and has been entered as periodicals matter at the post office in Punta Gorda, in said Charlotte County, Florida, for a period of 1 year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

(Signature of Affiant)

Sworn and subscribed before me this 30th day of
September, 2024

(Signature of Notary Public)



Personally known X OR Produced Identification

**EAST CHARLOTTE DRAINAGE
DISTRICT
FISCAL YEAR 2024/2025
REGULAR MEETING
SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the "Board") of the East Charlotte Drainage District (the "District") will hold Regular Board Meetings (the "Meeting" or "Meetings") in the Charlotte Harbor Event and Conference Center located at 75 Taylor Street, Punta Gorda, Florida 33950 at 9:00 a.m. on the following dates:

**October 15, 2024
January 21, 2025
April 15, 2025
July 15, 2025**

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District's website www.eastcharlottedd.org or by contacting the District Manager at (941) 786-3716 or by email at kmeneely@sdsinc.org and/or toll free at 1-877-737-4922 prior to the date of the particular meeting. 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 to a date, time and place to be specified on the record at the Meeting.

From time to time one or two Supervisors may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (941) 786-3716 and/or toll free at 1-877-737-4922 at least seven

(7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

**EAST CHARLOTTE DRAINAGE
DISTRICT**

Publish: 09/30/24
119664 3939930

**EAST CHARLOTTE DRAINAGE DISTRICT
REGULAR BOARD MEETING
APRIL 15, 2025**

A. CALL TO ORDER

The April 15, 2025, Regular Board Meeting of the East Charlotte Drainage District (the “District”) was called to order at 9:00 a.m. in the Charlotte Harbor Event Conference Center located at 75 Taylor Street, Punta Gorda, Florida 33950.

B. PLEDGE OF ALLEGIANCE

C. 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 September 30, 2024, as part of the District’s Fiscal Year 2024/2025 Meeting Schedule, as legally required.

D. 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:

Supervisor	Calvin Sill	Present
Chairman	David Kemeny	Present
Vice Chairman	Phillip Varner	Present

Staff members in attendance were:

District Manager	Kathleen Meneely	Special District Services, Inc.
General Counsel	Robert Diffenderfer (via phone) & Seth Behn (present)	Lewis, Longman & Walker
Field Consultant	James Shattles	
District Engineer	David Brown	Progressive Water Resource

Also present were Todd Harris, Colby Patterson, Steve Varner and Jeff Walker (via phone) of Special District Services, Inc.

E. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

F. COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

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

G. APPROVAL OF MINUTES

1. January 21, 2025, Regular Board Meeting

A **motion** was made by Mr. Kemeny, seconded by Mr. Varner and passed unanimously approving the minutes of the January 21, 2025, Regular Board Meeting, as presented.

H. OLD BUSINESS

1. Update on Graham Road Issues

Mr. Behn stated that steps had been taken to close down Graham Road. He continued that he reached out to the County and they are supposedly discussing this item this week, noting that the road was not available to the mine operation. Mr. Diffenderfer explained that the District had taken a position and were now in a “wait and see” for the County’s position although the private landowner may have thoughts. There was discussion about a Knox box and keys with **motion** being made by Mr. Kemeny, seconded by Mr. Sill and passed unanimously approving the purchase of a Knox box directing Mr. Varner to manage the process. Mr. Kemeny stated that an agreement was needed for those on the west side of Graham, a type of annual permit for those who want easements on Graham that are approved by the Board. Mr. Behn stated that the Board had the right to do such permitting and could set up a fee structure with insurance requirements. Mr. Kemeny asked if applicants can be denied and Mr. Diffenderfer responded that the Board was not obligated to approve everybody for the use of the road. Mr. Kemeny asked that this be included on the next agenda for further consideration, noting that they want to keep the use agricultural as other uses are not fair to landowners. Mr. Diffenderfer added that they could provide examples of permits used in other districts.

I. NEW BUSINESS

1. Consider LLW Rate Adjustment

Mr. Behn stated that the request was their annual rate increase, noting that they recognize the legal bills had been high. Mentioning such, Mr. Kemeny asked if the adjustment could be held off for another year. After discussion, Mr. Behn withdrew the request so no action was taken regarding this matter.

2. Consider Resolution No. 2025-01 – Adopting a Fiscal Year 2025/2026 Proposed Budget

Resolution No. 2025-01 was presented, entitled:

RESOLUTION NO. 2025-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST CHARLOTTE DRAINAGE DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2025/2026; AND PROVIDING AN EFFECTIVE DATE.

Mr. Walker went over the budget noting that assessments were the same and he indicated that he had played with reserves to cover legal expenditures that had been high over the last year.

A **motion** was made by Mr. Varner, seconded by Mr. Kemeny and passed unanimously adopting Resolution No. 2025-01, as presented, setting the Public Hearing for July 15, 2025.

J. MANAGER'S REPORT
a. Financial Report

There was no Financial Report at this time.

K. FIELD REPORT

Mr. Shattles went over his report that was included with the meeting package, noting that it was normal activities and that he would get with the engineer regarding the permitting issue clean-up.

L. ENGINEER'S REPORT

There was no Engineer's Report at this time.

M. ATTORNEY'S REPORT

Mr. Behn stated that they would keep the Board apprised of any legislative issues that may impact the District.

N. ADMINISTRATIVE MATTERS

Ms. Meneely reminded the Board that July 15th was their next meeting and would include the budget public hearing and a landowner meeting.

The Board asked that the electric gate discussion also be included on the next agenda.

O. BOARD MEMBER COMMENTS

Steve Varner brought up that the environmental engineers were looking at land changes whereby the sub-lateral canals would be considered wetlands. Mr. Behn stated that their firm was following the issue and would keep the Board apprised.

P. ADJOURNMENT

There being no further business to come before the Board, a **motion** was made by Mr. Kemeny, seconded by Mr. Varner and passed unanimously adjourning the Regular Board Meeting at 9:45 a.m.

Secretary/Assistant Secretary

President/Vice President

Publication Date
2025-06-30

Subcategory
Miscellaneous Notices

EAST CHARLOTTE DRAINAGE DISTRICT

NOTICE OF PUBLIC HEARING, ANNUAL LANDOWNERS MEETING AND
REGULAR BOARD MEETING

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the Board) of the East Charlotte Drainage District (the District) will hold a Public Hearing, an Annual Landowners Meeting and a Regular Board Meeting (Meeting or Meetings) on July 15, 2025, at 9:00 a.m. in the Charlotte Harbor Event and Conference Center located at 75 Taylor Street, Punta Gorda, Florida 33950.

The purpose of the Public Hearing is for the Board to consider the Fiscal Year 2025/2026 Final Budget. The purpose of the Annual Landowners Meeting is to elect one (1) Supervisor to the Board. The purpose of the Regular Board Meeting is to conduct any business which may properly come before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the agendas for any of the Meetings may be obtained from the Districts website www.eastcharlottedd.org or by contacting the District Manager at (941) 786-3716 or by email at kmeneely@sdsinc.org and/or toll free at 1-877-737-4922 prior to the date of the Meetings. 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 to a date, time and place to be specified on the record at the Meeting. From time to time one Supervisor may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisor may be fully informed of the discussions taking place. Said Meetings may be continued as found necessary to a time and place specified on the record.

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EAST CHARLOTTE DRAINAGE DISTRICT

www.eastcharlottedd.org

Publish: 06/23/25, 06/30/25

119664 3962941

RESOLUTION NO. 2025-02

**A RESOLUTION OF THE EAST CHARLOTTE DRAINAGE DISTRICT
ADOPTING A FISCAL YEAR 2025/2026 BUDGET.**

WHEREAS, the East Charlotte Drainage District (“District”) has prepared a Proposed Budget and Final Special Assessment Roll for Fiscal Year 2025/2026 and has held a duly advertised Public Hearing to receive public comments on the Proposed Budget and Final Special Assessment Roll; and,

WHEREAS, following the Public Hearing and the adoption of the Proposed Budget and Final Assessment Roll, the District is now authorized to levy non ad-valorem assessments upon the properties within the District.

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

Section 1. The Final Budget and Final Special Assessment Roll for Fiscal Year 2025/2026 attached hereto as Exhibit “A” is approved and adopted, and the assessments set forth therein shall be levied.

Section 2. The Secretary of the District is authorized to execute any and all necessary transmittals, certifications or other acknowledgements or writings, as necessary, to comply with the intent of this Resolution.

PASSED, ADOPTED and EFFECTIVE this 15th day of July, 2025.

ATTEST:

**EAST CHARLOTTE
DRAINAGE DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

East Charlotte Drainage District

**Final Budget For
Fiscal Year 2025/2026
October 1, 2025 - September 30, 2026**

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- II DETAILED FINAL BUDGET**

FINAL BUDGET
EAST CHARLOTTE DRAINAGE DISTRICT
FISCAL YEAR 2025/2026
OCTOBER 1, 2025 - SEPTEMBER 30, 2026

	FISCAL YEAR 2025/2026 BUDGET
REVENUES	
Assessment - Maintenance	225,470
Assessment - Capital Unit 1	0
Assessment - Capital Unit 2	0
Assessment - Shell Roads Maintenance	6,011
Miscellaneous Income	0
Interest Income	1,440
Total Revenues	\$ 232,921
EXPENDITURES	
Contractual Services	24,000
Weed Control (Herbicides)	27,432
Mechanical Cleaning (Canals)	25,000
Road Maintenance	24,241
Control Structures (Culverts)	15,689
Engineering	8,500
Water Analyses	240
Discharge Pump, Section 16	500
Miscellaneous Maintenance	2,500
Management Fees	32,472
Legal Fees	24,000
Audit Fees	10,000
Insurance	4,500
Legal Advertising	850
Miscellaneous	700
Postage & Delivery	350
Office Supplies	475
Assessment/Tax Roll	0
Website & ADA Compliance	0
Meeting and Membership Dues	1,200
Interest on Credit Line (LOC)	275
Roads Paving Loan - Principal	0
Roads Paving Loan - Interest	0
General Maintenance/Reserve	16,108
Total Expenditures	\$ 219,032
Revenues Less Expenditures	\$ 13,889
County Appraiser & Tax Collector Fees	(4,630)
Discounts For Early Payments	(9,259)
Excess/ (Shortfall)	\$ -
Carryover From Prior Year	0
Net Excess/ (Shortfall)	\$ -

**DETAILED FINAL BUDGET
EAST CHARLOTTE DRAINAGE DISTRICT
FISCAL YEAR 2025/2026
OCTOBER 1, 2025 - SEPTEMBER 30, 2026**

	FISCAL YEAR 2023/2024 ACTUAL	FISCAL YEAR ACTUAL 2024/2025 AS OF 6/30/2025	FISCAL YEAR 2024/2025 BUDGET	FISCAL YEAR 2025/2026 BUDGET	COMMENTS
REVENUES					
Assessment - Maintenance	226,331	225,426	225,470	225,470	Expenditures Less Interest/Discounts & Fees
Assessment - Capital Unit 1	0	0	0	0	Capital Loan Has Been Paid Off
Assessment - Capital Unit 2	0	0	0	0	Capital Loan Has Been Paid Off
Assessment - Shell Roads Maintenance	6,033	6,111	6,011	6,011	
Miscellaneous Income	6,081	2,594	0	0	
Interest Income	15,319	8,499	720	1,440	Projected At \$120.00 Per Month
Total Revenues	\$ 253,764	\$ 242,630	\$ 232,201	\$ 232,921	
EXPENDITURES					
Contractual Services	24,000	12,000	24,000	24,000	No Change From 2024/2025 Budget
Weed Control (Herbicides)	14,426	13,011	27,432	27,432	No Change From 2024/2025 Budget
Mechanical Cleaning (Canals)	3,502	0	30,000	25,000	\$5,000 Decrease From 2024/2025 Budget
Road Maintenance	1,113	14,577	24,241	24,241	No Change From 2024/2025 Budget
Control Structures (Culverts)	0	0	17,689	15,689	\$2,000 Decrease From 2024/2025 Budget
Engineering	5,799	7,634	8,500	8,500	No Change From 2024/2025 Budget
Water Analyses	60	0	240	240	No Change From 2024/2025 Budget
Discharge Pump, Section 16	0	0	500	500	No Change From 2024/2025 Budget
Miscellaneous Maintenance	3,344	503	2,500	2,500	No Change From 2024/2025 Budget
Management Fees	30,648	23,670	31,560	32,472	CPI Adjustment
Legal Fees	22,449	67,864	12,000	24,000	\$12,000 Increase From 2024/2025 Budget
Audit Fees	9,200	9,600	9,400	10,000	\$600 Increase From 2024/2025 Budget
Insurance	4,093	4,261	4,500	4,500	Insurance Estimate
Legal Advertising	542	120	850	850	No Change From 2024/2025 Budget
Miscellaneous	399	313	725	700	\$25 Decrease From 2024/2025 Budget
Postage & Delivery	239	78	350	350	No Change From 2024/2025 Budget
Office Supplies	204	193	500	475	\$25 Decrease From 2024/2025 Budget
Assessment/Tax Roll	0	0	0	0	Included In Management Fee
Website & ADA Compliance	0	0	0	0	Included In Management Fee
Meeting and Membership Dues	175	175	1,200	1,200	No Change From 2024/2025 Budget
Interest on Credit Line (LOC)	0	0	275	275	No Change From 2024/2025 Budget
Roads Paving Loan - Principal	0	0	0	0	Capital Loan Has Been Paid Off
Roads Paving Loan - Interest	0	0	0	0	Capital Loan Has Been Paid Off
General Maintenance/Reserve	0	0	21,850	16,108	General Maintenance/Reserve
Total Expenditures	\$ 120,193	\$ 153,999	\$ 218,312	\$ 219,032	
Revenues Less Expenditures	\$ 133,571	\$ 88,631	\$ 13,889	\$ 13,889	
County Appraiser & Tax Collector Fees	(1,464)	(4,664)	(4,630)	(4,630)	County Appraiser & Tax Collector Fees
Discounts For Early Payments	(4,831)	(4,864)	(9,259)	(9,259)	Four Percent Of Total Assessment Roll
Excess/ (Shortfall)	\$ 127,276	\$ 79,103	\$ -	\$ -	
Carryover From Prior Year	0	0	0	0	Carryover From Prior Year
Net Excess/ (Shortfall)	\$ 127,276	\$ 79,103	\$ -	\$ -	

East Charlotte Drainage District
Assessment Comparison

	Fiscal Year 2022/2023 Assessment Per Unit	Fiscal Year 2023/2024 Assessment Per Unit	Fiscal Year 2024/2025 Assessment Per Unit	Fiscal Year 2025/2026 Projected Assessment Per Unit
Unit 1				
Maintenance	\$ 67.11	\$ 67.11	\$ 67.11	\$ 67.11
Capital Unit 1	\$ -	\$ -	\$ -	\$ -
Capital Unit 2	\$ -	\$ -	\$ -	\$ -
Shell's Road Unit	\$ 2.89	\$ 2.89	\$ 2.89	\$ 2.89
Total	\$ 70.00	\$ 70.00	\$ 70.00	\$ 70.00
Unit 2				
Maintenance	\$ 67.11	\$ 67.11	\$ 67.11	\$ 67.11
Capital Unit 1	\$ -	\$ -	\$ -	\$ -
Capital Unit 2	\$ -	\$ -	\$ -	\$ -
Shell's Road Unit	\$ -	\$ -	\$ -	\$ -
Total	\$ 67.11	\$ 67.11	\$ 67.11	\$ 67.11
* Assessments Include the Following :				
4% Discount for Early Payments				
And County Tax Collector Fee And				
County Property Appraiser Fee				\$ 145,588.80
District Information:				
Unit				
Unit #1	Acres 2079.84			
Unit #2	1279.87			
Total	3359.71			\$ 85,892.08
1 Acre = 1 Unit				\$ 231,480.88

RESOLUTION NO. 2025-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST CHARLOTTE DRAINAGE DISTRICT, ESTABLISHING A REGULAR MEETING SCHEDULE FOR FISCAL YEAR 2025/2026 AND SETTING THE TIME AND LOCATION OF SAID DISTRICT MEETINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary for the East Charlotte Drainage District ("District") to establish a regular meeting schedule for fiscal year 2025/2026; and

WHEREAS, the Board of Supervisors of the District has set a regular meeting schedule, location and time for District meetings for fiscal year 2025/2026 which is attached hereto and made a part hereof as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE EAST CHARLOTTE DRAINAGE DISTRICT, PALM BEACH COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted.

Section 2. The regular meeting schedule, time and location for meetings for fiscal year 2025/2026 which is attached hereto as Exhibit "A" is hereby adopted and authorized to be published.

PASSED, ADOPTED and EFFECTIVE this 15th day of July, 2025.

ATTEST:

**EAST CHARLOTTE
DRAINAGE DISTRICT**

By: _____
Secretary/Assistant Secretary

By: _____
Chairperson/Vice Chairperson

**EAST CHARLOTTE DRAINAGE DISTRICT
FISCAL YEAR 2025/2026 REGULAR MEETING SCHEDULE**

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the “Board”) of the East Charlotte Drainage District (the “District”) will hold Regular Board Meetings (the “Meeting” or “Meetings”) in the Charlotte Harbor Event and Conference Center located at 75 Taylor Street, Punta Gorda, Florida 33950 at 9:00 a.m. on the following dates:

October 21, 2025

January 20, 2026

April 21, 2026

July 21, 2026

The purpose of the meetings is to conduct any business coming before the Board. Meetings are open to the public and will be conducted in accordance with the provisions of Florida law. Copies of the Agendas for any of the meetings may be obtained from the District’s website www.eastcharlottedd.org or by contacting the District Manager at (941) 786-3716 or by email at kmeneely@sdsinc.org and/or toll free at 1-877-737-4922 prior to the date of the particular meeting. 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 to a date, time and place to be specified on the record at the Meeting.

From time to time one or two Supervisors may participate by telephone; therefore, a speaker telephone will be present at the meeting location so that Supervisors may be fully informed of the discussions taking place. Said meeting(s) may be continued as found necessary to a time and place specified on the record.

If any person decides to appeal any decision made with respect to any matter considered at these meetings, such person will need a record of the proceedings and such person may need to ensure that a verbatim record of the proceedings is made at his or her own expense and which record includes the testimony and evidence on which the appeal is based.

In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (941) 786-3716 and/or toll free at 1-877-737-4922 at least seven (7) days prior to the date of the particular meeting.

Meetings may be cancelled from time to time without advertised notice.

EAST CHARLOTTE DRAINAGE DISTRICT

www.eastcharlottedd.org

PUBLISH:

East Charlotte Drainage District

27499 Riverview Center Blvd., Bonita Springs, FL 34134
Phone: 239-444-5790
Email: kmeneely@sdsinc.org

Office Use Only

Date Recvd: _____

Permit No. _____

Fee Recvd: _____

SPECIAL PERMIT APPLICATION – CONNECTION

(PLEASE TYPE OR PRINT ALL APPLICABLE INFORMATION)

*Indicates Required Field

I: PROJECT INFORMATION

Project Name*: _____

Project Description* and usage: (ex. Asphalt Driveway at ... for ...)

Road*: _____

Cross Road*: _____ linear feet (N / S / W / E) of _____

Proposed Start Date*: _____ Est. Completion Date*: _____

OWNER/PERMITTEE* () Responsible for invoices (pick one)

NAME

PHONE

FAX

COMPANY

E-Mail

MAILING ADDRESS

PROJECT ADDRESS (IF NOT MAILING ADDRESS)

CITY, STATE, ZIP

CITY, STATE, ZIP

APPLICANT (if different from Owner)

() Responsible for invoices

NAME

PHONE

COMPANY

FAX

MAILING ADDRESS

E-MAIL

CITY, STATE, ZIP

SECONDARY CONTACT NUMBER

ENGINEER/OTHER PROFESSIONAL (if Required)

NAME

PHONE

COMPANY

FAX

MAILING ADDRESS

E-MAIL

CITY, STATE, ZIP

SECONDARY CONTACT NUMBER

II. APPLICATION DETAILS

Review and processing of an Application will not begin until the Application is complete, as provided herein. Unless otherwise agreed in writing by the District, incomplete submittals will be held for a maximum of 120 days or until all required items are received, whichever first occurs.

Complete Submittal Includes (please check off as complete)*:

- () One complete Special Permit Application in proper form;
- () A check or cash for the full amount of Submittal/Compliance Fee (\$500);
- () A check or cash for the full amount of the Engineering/Legal Review and Engineering Inspection Fee Deposit (\$2,000 refundable for unused portion and due if more);
- () A check for the Connection fee (\$1,000/acre single family residential);
- () A check for the annual administrative fee (\$ _____/acre subject to annual revision);
- () A check for the roadway maintenance fee (\$ _____/acre subject to annual revision);
- () One (1) complete set of plans/specifications signed & sealed by a Professional Engineer Licensed in the State of Florida;

Plans shall contain the following information, at a minimum:

Base plan showing District Right-of-Way lines, property lines, edge of pavement, all above-grade improvements. Additional requirements may be identified during the technical review.

III: PERMITTING PROCESS

Application Phase:

Permit Application, plans, fees and any required backup information shall be submitted directly to the District's Engineer: East Charlotte, Drainage District, 27499 Riverview Center Blvd., Bonita Springs, FL 34134.

Review Phase:

Upon submittal, the application package will undergo a preliminary review for completeness which includes confirmation that all fees have been paid. If the Application is complete, it will be processed for technical review. Technical comments on the Application will be forwarded in writing to the Permittee and/or Engineer of Record, as appropriate. Upon receipt of written responses to the initial technical comments, the Application will be subject to a second review that will determine if the response is sufficient. All responses shall be submitted to the District, accompanied by one (1) copy of any revised plans, signed and sealed by a Professional Engineer registered in the State of Florida, if applicable. This iterative process of comment/re-submittal will continue until the District Engineer is satisfied that all technical issues have been adequately addressed. At any time after the second Technical Review, the Applicant may appeal a request of the District Engineer to the Board of Supervisors if it feels that the review process or any recommended condition of approval is unfair or inappropriate.

Approval Phase:

At this point, a recommended Permit will be prepared. The District Manager may approve the Permit as recommended by Staff, approve the permit with revised conditions, or deny the permit. If the recommended permit is denied, the District will send written notification to the Applicant.

Work Phase:

If approved, the permit moves into the work and inspection phase. Notification shall be given by the Permittee to the District forty-eight (48) District business hours prior to commencement of construction. The District's Director of Operations and Maintenance shall establish points of construction that require inspection, if any.

Closeout:

When the work is deemed completed, a final inspection shall be held by the District Engineer or Director of Operations and Maintenance in the presence of a representative of the Permittee.

_____ * Initial to acknowledge process has been reviewed by Owner/Permittee.

**ALL ASPECTS OF THE PERMITTING PROCESS ARE SUBJECT TO CHANGE
WITHOUT NOTICE**

IV: CERTIFICATION

The undersigned, as or on behalf of the Applicant, does hereby and, where applicable, agree as follows: (i) that the information contained herein is true and correct to the best of their knowledge and belief, (ii) to provide entry to the project site for the District's representatives or consultants (with proper identification as such) for the purpose of making an inspection or analysis of the project site, (iv) to pay any and all Permit submittal and issuance fees and costs (annual assessment fees are subject to change annually), and (v) if signing as an agent for the Applicant, that the undersigned is authorized, pursuant to the attached written document, to execute this Permit Application for and on behalf of said Applicant. If not properly authorized, Permit and Application will be invalid.

OWNER/PERMITTEE SIGNATURE*

DATE*

PRINT NAME*

APPLICANT SIGNATURE

DATE

PRINT NAME

V. SPECIAL PERMIT FEE SCHEDULE

All fees shall be paid prior to the permit being approved.

Engineering and/or Legal Review and Engineering Inspection Fee Deposit Right-of-Way/Connection Permit: Submit a \$2,000 refundable initial deposit towards engineering and/or legal review and engineering inspection fees.

The final fee shall be based on actual engineering and/or legal costs associated with the special permit review process and inspections. If during the review process, the review fees exceed the initial deposit, an interim invoice will be issued to the permittee to request an additional deposit, in increments of \$1,000, based on the anticipated review and inspection effort remaining.

When actual engineering and/or legal costs are less than the total fees received, the remaining balance will be returned to the Permittee either after the permit has been closed by the District or it is determined by the District that an expired permit shall not require additional inspections. Please allow 4 to 6 weeks from the time of closure for delivery of the check.

Resubmittal and/or Modification Fee

A resubmittal and/or modification fee (non-refundable) of \$250 shall apply.

Permit resubmittal and/or modification requests may require additional Engineering and/or Legal Fee deposits.

Resubmittal and/or Modification Fees shall be paid prior to the permit being approved.

Expired Permit Fee

Permits that have expired shall be assessed an additional \$500 Compliance Fee, which shall be deducted from any remaining deposit.

PLEASE NOTE THAT TECHNICAL REVIEW WILL NOT BE STARTED UNTIL FULL PAYMENT OF FEES IS RECEIVED. ALL FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE

SPECIAL PERMIT - CONNECTION

THIS PERMIT, granted this _____ day of _____, 2025, by East Charlotte Drainage District, hereinafter referred to as the “District”, to _____ hereinafter referred to as the “Permittee”, is a non-exclusive connection permit located at _____, as shown on the plans and specifications, attached hereto and made a part hereof.

WITNESSETH:

1. Permittee agrees to obtain any necessary consents from the owners of the subject property, in the event the District does not own said lands; to obtain any and all applicable federal, state and local permits required in connection with Permittee’s use of the land; and at all times, to comply with all requirements of all federal, state and local laws, ordinances, rules and regulations applicable or pertaining to the use of the lands by Permittee pursuant to this Permit.
2. Permittee understands and agrees that the use of the property pursuant to this Permit is subordinate to the rights and interest of the District and to the extent applicable, that of the landowner. Further, Permittee does hereby stipulate that the Permittee is not relying upon any representations by the District whatsoever regarding the District’s right, title or ownership as to the subject property for which this Permit is sought.
3. District specifically reserves the right to maintain its facilities located on the property; to make improvements; add additional facilities; maintain, construct or alter roads; maintain any facilities, devices or improvements on the property which aid in, or are necessary to, District operation; and the right to enter upon the lands at all times for such purposes. Permittee understands that in the exercise of such rights and interest, the District, from time to time, may require Permittee to relocate, alter or remove its facilities and equipment or other improvements made by Permittee pursuant to this Permit which interfere with or prevent the District, in its reasonable opinion, from properly and faithfully constructing, improving and maintaining its facilities. District retains the right to enter upon the lands and make said relocation, alterations or removal of Permittee’s facilities, equipment and other improvements if Permittee fails to do so within a reasonable time; and Permittee hereby agrees to reimburse District for all its costs and expenses incurred in connection therewith upon demand.
4. Permittee agrees that it will not use the property in any manner which materially interferes with the District’s use of lands or causes a hazardous condition to exist.
5. The District assumes no responsibility for the ownership, operation and/or maintenance of the facilities permitted herein.
6. Permittee shall adhere to the General and Special Conditions attached hereto and made a part hereof.

7. Permittee shall, at its own expense, promptly repair or replace any and all damage to the facilities, roads and rights-of-way of the District resulting from the installation, operation, maintenance, repair or removal of the above, and restore same to a condition substantially equal to that which existed immediately prior to infliction of the damage.
8. Permittee shall, at its own expense, promptly repair or replace any and all damage to the facilities of others resulting from the installation, operation, maintenance, repair or removal of the above and restore same to a condition substantially equal to that which existed immediately prior to infliction of the damage.
9. Permittee shall, at its own expense, upon ninety (90) days written notice to Permittee from the District, remove or relocate any facility of the Permittee that is found by the District to be interfering in any material way with the safe, convenient or continuous use, maintenance or repair of any District facility or road. Failure or neglect of the Permittee to remove or relocate such facility within the allocated time may result in District's removal or relocation of said facility, wherein the Permittee shall promptly pay the District for all District expenses incurred by such removal or relocation.
10. Permittee shall, at its own expense and within a reasonable time, adjust the positions and elevations of its facilities as may be required in connection with future improvements to, or construction of, works of the District.
11. Permittee does hereby indemnify and hold harmless the District, its Board of Supervisors, officers and personnel against any claims, losses, damages (including consequential), expenses, or legal fees that might arise out of, or result from, the implementation of the proposed project of the Permittee.
12. If Permittee shall violate any of the terms or conditions of this Permit, or shall not correct or remedy same within thirty (30) days of receiving written notice from the Board of Supervisors of the District or its duly authorized representative, then, and in that event, said Board of Supervisors may, at its option, revoke, cancel and terminate this Permit.
13. This Permit may not be assigned without approval of the District Manager of the District.
14. Permittee shall reimburse the District for its legal, engineering and other expenses incurred as a result of the implementation of the project during permit review and approval, and during construction.
15. If either Party hereto is required to bring a court action to enforce the provisions of this Permit, the non-prevailing party in such action shall be responsible for all reasonable expenses, including, but not limited to, attorney's fees and litigation expenses.

16. Construction shall begin within 1 years from the date of issuance. An extension of up to 90 days may be granted by the District Manager upon receipt of a written request. Further extensions require Board approval.

EAST CHARLOTTE DRAINAGE DISTRICT

WITNESSES:

By: Date: _____

Name Typed: _____

Title: _____

District Manager

Note: The District assumes no responsibility for the ownership, operation and/or maintenance of the facilities permitted herein.

PERMIT INFORMATION

OWNER

Name

Business Phone

Address

Other

ATTORNEY

Name

Business Phone

Address

Other

ENGINEER

Name

Business Phone

Address

Other

OTHER REPRESENTATIVE/PROFESSIONAL

Name

Business Phone

Address

Other

GENERAL CONDITIONS

A. GENERAL

1. This Permit does not constitute a waiver or approval of any other permit from other agencies which may be required for the total project.
2. Notification shall be given to the District's Engineer forty-eight (48) hours prior to commencement of construction. The District's Engineer shall establish points of construction that require inspection, if any. When the work is deemed completed, a final inspection shall be held by the District's Engineer in the presence of a representative of the Permittee.
3. The installation shall be constructed in full accordance with the approved plans and specifications. Deviations from the plans shall be coordinated with the District.
4. When working in District road rights-of-way, not more than one-half (1/2) of the road or street shall be closed and traffic shall be controlled so as to provide minimum hindrance. All traffic control operations shall conform to the most current issue of the Florida Department of Transportation publication, Manual on "Traffic Controls and Safe Practices for Street and Highway Construction, Maintenance and Utility Operations".
5. The Permittee shall protect the District against liability, public or private, resulting from their operation hereunder. The District Engineer is deemed the final authority as to the quality and quantity of work required to satisfy the terms and conditions of the Permit.
6. This Permit shall not be construed as a representation that the District has sole authority with respect to the pertinent property.
7. The required improvements shall not be considered complete until after the final inspection acknowledging the construction is in conformance with the approved drawings.
8. Upon completion of the installation and after the final inspection, THE PERMITTEE SHALL DELIVER TO THE DISTRICT OFFICE ONE COMPLETE SET OF "RECORD DRAWINGS". FAILURE TO PROVIDE RECORD DRAWINGS MAY RESULT IN THE REVOCATION, CANCELLATION AND TERMINATION OF THIS PERMIT. The Record Drawings should include (1) set of PDF files, and the corresponding digital AutoCAD file. All items should be on the Florida State Plane Coordinate System, NAD 1983 East Feet, and geo-referenced to an identified Palm Beach County section center. If Permittee cannot provide, District Engineer will at Permittee's expense.

9. Roadway Pavement replacement shall be in accordance with the “Typical Roadway Pavement Replacement Detail”.
If, within one (1) year after the date of District acceptance of the pavement replacement, any work covered under this Permit is found to be defective by the District, Permittee shall promptly, without cost to the District and in accordance with the District’s written instructions, either correct such defective work, or, if it has been rejected by the District, remove it from the site and replace it with non-defective work. If Permittee does not completely comply with the terms of such instructions, or in an emergency where delay would cause serious risk of loss or damage, District may have the defective work corrected, or rejected work removed and replaced, and all direct and indirect costs of such removal, replacement or correction, including compensation for additional professional services, shall be paid by the Permittee.
10. Permittee agrees not to cause or permit the Property to be used for the generation, handling, storage, transportation, disposal or release of any Hazardous Materials, except as exempted or permitted under applicable Environmental Laws, and Permittee shall not cause or permit the property, or any activities conducted thereon, to be in violation of any applicable Environmental Laws. Permittee agrees to indemnify the District and hold the District and its directors, officers, employees, successors and assigns harmless from and against any and all claims, losses, damages, liabilities, fines, penalties, charges, interest, administrative or judicial proceedings and order, judgments, remedial action, requirements, enforcement actions of any kind, and all costs and expenses incurred in connection therewith, directly or indirectly resulting in whole or in part from Permittee’s violation of any Environmental Laws applicable to the Property, or any activity conducted thereon caused by Permittee or its employees, agents, licensees, invitees, guests or any other party under Permittee’s control, or from any use, generation, handling, storage, transportation, disposal or release of Hazardous Materials or in connection with the Property caused by Permittee or its employees, agents, licensees, invitees, guests, or any other party under Permittee’s control, or any contamination, detoxification, closure, cleanup or other remedial measure required under any Environmental Laws as a result thereof. All sums paid and costs incurred by the District with respect to the foregoing matters shall be payable by Permittee as additional permit fees hereunder.
11. All necessary provisions shall be taken to insure compliance with the water quality standards of the State of Florida. Attention is called to Chapter 17-3, Florida Administrative Code, and in particular, the requirements that turbidity shall not exceed 29 Nephelometric Turbidity Units above background level. Adequate silt containment procedures and equipment shall be used to control turbidity at all times. Water samples to be taken upstream and downstream prior to construction and during construction daily and made available to the District at their request.

12. The Permittee shall protect, defend, hold harmless, and indemnify, the District against liability, public or private, resulting from the use of the Road by Permittee, its guests, trespassers, and visitors alike.
13. Permittee, its guests, trespassers, and visitors alike, shall abide by all motor vehicle laws applicable to drivers and vehicles and the State of Florida.
14. Permittee shall retain a professional engineer licensed in the State of Florida, to conduct on-site observations of construction, to prepare a certification of completion of construction, and to review record drawings for adequacy. The required improvements shall not be considered complete until a certificate of completion, certifying to construction in conformance with the approved drawings, and the final project records have been submitted to, reviewed, and approved by the District Engineer.

The engineer's certification shall be as follows:

I hereby notify the East Charlotte Drainage District of the completion of construction of the permitted project and certify that the work has been constructed in substantial conformance with the drawings permitted by the East Charlotte Drainage District. Copies of the Record Drawings, in the proper format, are enclosed with deviations noted.

15. The Permittee shall be obligated throughout the term of this Permit to provide insurance coverage in accordance with the attached exhibit titled "Insurance Coverage".

SPECIAL CONDITIONS

1. Permittee shall prevent on-site erosion and sediment from leaving the site during construction. At completion of construction, all non-paved areas shall be sodded.
2. All drainage pipe and installation thereof shall conform to the requirements of Florida DOT specifications, latest applicable sections to date.
3. The requirements for pipe backfill shall be as defined in Florida DOT specifications (AASHTO T-99 or T-180). Permittee shall provide adequate equipment for the removal of storm or subsurface waters which may accumulate in the excavated areas and provide protection against soil erosion.
4. Permittee shall forward all test results (except building tests) to the District Engineer.
5. Permittee shall comply with all conditions imposed by the District and/or other governing agencies, including but not limited to the following:
 - a. Permittee shall utilize best management practices at each storm inlet in accordance with the final approved plans.
 - b. Permittee shall construct stormwater treatment facilities in accordance with the existing South Florida Water Management District permit. A copy of such permit shall be provided to the District.
6. Permittee shall insure that quantity of stormwater discharged into the District's canals will not cause erosion of the canal bank. If such discharge does cause erosion, Permittee shall be responsible, at its sole cost and expense, to maintain and repair said canal bank.
7. If the works of the Permittee require the obtaining of an Environmental Protection Agency NPDES Permit, then the Permittee shall be required to obtain the appropriate NPDES Permit and provide a copy of the NPDES Permit and NPDES stormwater pollution prevention plan to both Palm Beach County and the District prior to commencement of the subject works.
8. The Permittee shall be required to: (a) implement a maintenance program for the permitted works, (b) carry out an annual inspection of the permitted works and (c) following inspection, have an inspection report prepared by a qualified professional. The Permittee shall be responsible for retaining a copy of said inspection report and providing a copy of same to the District by February 1st of each year.
9. If any of the works which are the subject of this Permit are conveyed, assigned, transferred, gifted to any third party, or are operated by a third party, then the Permittee shall be obligated to provide a copy of this Permit and its conditions to said successor, assign or

- operating entity. Further, such successor, assign or operating entity shall be obligated to comply with all of the conditions of this Permit including, without limitation, implementation of the above-mentioned maintenance program and the provision of the annual inspection report to the District.
10. If any act of negligence, omission, or commission by the Permittee or third party operator should adversely affect Charlotte County's obligations under the County's NPDES Permit, then Permittee shall within forty-eight hours following receipt of written notice by the District of such act promptly cease and rectify same, otherwise this Permit shall be immediately suspended until such time as reinstated by the District in writing.
 11. Permittee shall be solely responsible for ensuring that all stormwater discharge meets the applicable water quality standards. In the event that the discharge does not meet such standards, Permittee must disconnect the stormwater inlet and shall be prohibited from discharging into the District's canal.
 12. If Permittee fails to abide by Charlotte County's NPDES Permit, the applicable water quality standards, or any of the conditions set forth herein, and fails to remedy same within ten (10) business days from the date of receipt of such notice of violation by the District, then the District shall have the right but not the obligation to initiate such remedial activity as the District deems necessary and appropriate. Any and all costs so incurred by the District shall be paid by the Permittee to the District within ten business days following receipt of a District invoice for same and if not paid the District may thereafter revoke this Permit without further notice or hearing.
 13. Provide Maintenance of Traffic (MOT) as required in accordance with the Florida Department of Transportation (FDOT) Index 600 Series.
 14. Permittee shall notify the District at least two (2) weeks prior to all temporary traffic lane closures implemented as part of the MOT during construction.
 15. All proposed poles, including replacement of existing poles, and hand holes shall be located outside of ECDD's canal right-of-ways. The same shall apply in the extension of ECDD's canal right-of-ways through ECDD's road rights-of-way, for example, where a canal crosses or dead ends at a road.
 16. This permit is applicable to non-commercial use only, no other land use is permitted.

EXHIBIT INSURANCE COVERAGE

GENERAL

East Charlotte Drainage District shall be named as “Additional Named Insured” and certificate holder on both the general liability and auto liability policies.

Cancellation clause must read “should any of the above described policies be canceled before the expiration date thereof, the issuing company shall mail thirty (30) days written notice to the certificate holder name.”

INSURANCE REQUIREMENTS

The limits of liability for the insurance required shall provide coverage for not less than the following amounts or greater when required by law and regulations:

Workers’ Compensation:

- | | |
|---|------------|
| 1. State: | Statutory |
| 2. Applicable Federal (e.g. Longshoreman’s and Harbour Workers’ Compensation, Maritime, Jones Act, etc.): | Statutory |
| 3. Employer’s Liability: | \$ 500,000 |

Comprehensive General Liability:

- | | |
|---|------------------|
| 1. Bodily Injury (including completed operations and Products Liability): | |
| \$1,000,000 | Each Occurrence |
| \$1,000,000 | Annual Aggregate |
| Property Damage: | |
| \$1,000,000 | Each Occurrence |
| \$1,000,000 | Annual Aggregate |
| or a combined single limit of | \$1,000,000 |
| 2. Property Damage liability insurance will provide Exposition, Collapse and Underground coverage where applicable. | |
| 3. Personal Injury, with employee exclusion deleted | |
| \$1,000,000 | Annual Aggregate |

Comprehensive Automobile Liability:

1. Bodily Injury:
\$ 500,000 Each Person
\$1,000,000 Each Occurrence
2. Property Damage:
\$ 500,000 Each Occurrence
or a combined single limit of \$1,000,000

Umbrella Excess Liability Insurance:

1. \$1,000,000 Each Occurrence
\$1,000,000 Annual Aggregate
2. The umbrella coverage shall be Following-Form being no more restrictive than coverage required for the underlying policies.

The comprehensive general liability insurance and umbrella insurance required herein shall include Owner and Engineer as additional insured.

Contractual Liability Insurance: The Contractual Liability Insurance required shall provide coverage for not less than the following amounts.

1. Bodily Injury: Each Occurrence
\$1,000,000
2. Property Damage:
\$1,000,000 Each Occurrence
\$1,000,000 Annual Aggregate

Builder's Risk: This coverage will be provided by all contractors involved in the construction of a new building or improvement, alteration or revision of an existing structure. Builder's Risk coverage shall be "All Risk" with limits equal to one hundred percent (100%) of the completed value of the structure(s), building(s) or addition(s).

DRAFT

East Charlotte Drainage District

Financial Report For June 2025

**EAST CHARLOTTE DRAINAGE DISTRICT
MONTHLY FINANCIAL REPORT
JUNE 2025**

	Annual Budget 10/1/24 - 9/30/25	Actual Jun-25	Year To Date Actual 10/1/24 - 6/30/25
REVENUES			
Assessment - Maintenance	225,470	671	225,426
Assessment - Capital Unit 1	0	0	0
Assessment - Capital Unit 2	0	0	0
Assessment - Shell Roads Maintenance	6,011	20	6,111
Miscellaneous Income	0	1,040	2,594
Interest Income	720	0	8,499
Total Revenues	\$ 232,201	\$ 1,731	\$ 242,630
EXPENDITURES			
Management Fees	31,560	2,630	23,670
Contractual Services	24,000	0	12,000
Weed Control	27,432	0	13,011
Mechanical Cleaning (Canals)	30,000	0	0
Road Maintenance	24,241	0	14,577
Control Structures	17,689	0	0
Water Analyses	240	0	0
Legal Fees	12,000	0	67,864
Legal Advertising	850	0	120
Engineering	8,500	0	7,634
Audit Fees	9,400	0	9,600
Postage & Delivery	350	0	78
Assessment/Tax Roll	0	0	0
Office Supplies	500	3	193
Website & ADA Compliance	0	0	0
Meeting and Membership Dues	1,200	0	175
Miscellaneous	725	0	313
Insurance	4,500	0	4,261
Discharge Pump, Section 16	500	0	0
Interest on Credit Line (LOC)	275	0	0
Miscellaneous Maintenance	2,500	0	503
General Maintenance/Reserve	21,850	0	0
Total Expenditures	\$ 218,312	\$ 2,633	\$ 153,999
Revenues Less Expenditures	\$ 13,889	\$ (902)	\$ 88,631
County Appraiser & Tax Collector Fee	(4,360)	(14)	(4,664)
Discounts For Early Payments	(9,259)	0	(4,864)
Excess/ (Shortfall)	\$ 270	\$ (916)	\$ 79,103
Carryover From Prior Year	0	0	0
Net Excess/ (Shortfall)	\$ 270	\$ (916)	\$ 79,103

Bank Balance As Of 6/30/25	\$ 457,408.72
Accounts Payable As Of 6/30/25	\$ 17,171.45
Accounts Receivable As Of 6/30/25	\$ -
Available Funds As Of 6/30/25	\$ 440,237.27

East Charlotte Drainage District
Budget vs. Actual
October 2024 through June 2025

	Oct 24 - June 25	24/25 Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
01-3101 · Assessments - Maintenance	225,425.80	225,470.00	-44.20	99.98%
01-3104 · Assessments - Shell Roads Maint	6,111.24	6,011.00	100.24	101.67%
01-3830 · Assessment Fees	-4,664.37	-4,630.00	-34.37	100.74%
01-3831 · Assessment Discounts	-4,864.38	-9,259.00	4,394.62	52.54%
01-9400 · Miscellaneous Income	2,594.26	0.00	2,594.26	100.0%
01-9410 · Interest Income	8,498.56	720.00	7,778.56	1,180.36%
Total Income	233,101.11	218,312.00	14,789.11	106.77%
Gross Profit	233,101.11	218,312.00	14,789.11	106.77%
Expense				
01-1311 · Management Fees	23,670.00	31,560.00	-7,890.00	75.0%
01-1480 · Legal Advertisements	120.12	850.00	-729.88	14.13%
01-1513 · Postage and Delivery	77.55	350.00	-272.45	22.16%
01-1600 · Contractural Services	12,000.00	24,000.00	-12,000.00	50.0%
01-1620 · Weed Control	13,011.00	27,432.00	-14,421.00	47.43%
01-1640 · Road Maintenance	14,576.75	24,241.00	-9,664.25	60.13%
01-1650 · Control Structures	0.00	17,689.00	-17,689.00	0.0%
01-1660 · Water Analyses	0.00	240.00	-240.00	0.0%
01-1670 · Legal Fees	67,864.09	12,000.00	55,864.09	565.53%
01-1680 · Engineering	7,634.39	8,500.00	-865.61	89.82%
01-1690 · Audit Fees	9,600.00	9,400.00	200.00	102.13%
01-1700 · Mechanical Cleaning	0.00	30,000.00	-30,000.00	0.0%
01-1720 · Office Supplies	192.80	500.00	-307.20	38.56%
01-1725 · Meetings & Membership Dues	175.00	1,200.00	-1,025.00	14.58%
01-1730 · Miscellaneous	313.16	725.00	-411.84	43.19%
01-1740 · Insurance	4,261.00	4,500.00	-239.00	94.69%
01-1797 · Discharge Pump, Section 16	0.00	500.00	-500.00	0.0%
01-1815 · Miscellaneous Maintenance	502.75	2,500.00	-1,997.25	20.11%
01-1816 · Interest - Line of Credit	0.00	275.00	-275.00	0.0%
01-1817 · Reserve	0.00	21,850.00	-21,850.00	0.0%
Total Expense	153,998.61	218,312.00	-64,313.39	70.54%
Net Ordinary Income	79,102.50	0.00	79,102.50	100.0%
Net Income	79,102.50	0.00	79,102.50	100.0%

EAST CHARLOTTE DRAINAGE DISTRICT
TAX COLLECTIONS
2024-2025

#	ID#	PAYMENT FROM	DATE	FOR	Tax Collect Receipts	Interest Received	Commissions Paid	Discount	Net From Tax Collector	Maintenance Assessment Income (Before Discounts & Fees)	Capital Unit 1 Assessment Income (Before Discounts & Fees)	Capital Unit 2 Assessment Income (Before Discounts & Fees)	Shell Road Maintenance Assessment Income (Before Discounts & Fees)	Maintenance Assessment Income (After Discounts & Fees)	Capital Unit 1 Assessment Income (After Discounts & Fees)	Capital Unit 2 Assessment Income (After Discounts & Fees)	Shell Road Maintenance Assessment Income (After Discounts & Fees)
				GROSS *					\$231,481	\$225,470	\$0	\$0	\$6,011	\$225,470	\$0	\$0	\$6,011
				NET **					\$217,592	\$211,942	\$0	\$0	\$5,650	\$211,942	\$0	\$0	\$5,650
1	F	Charlotte County MSBU Dept	10/01/24	Fees			\$ (137.50)		\$ (137.50)					\$ (137.50)			
2	1	Charlotte County Tax Collector	11/27/24	NAV Taxes	\$ 671.10		\$ (12.88)	\$ (26.85)	\$ 631.37	\$ 671.10				\$ 631.37			
3	2	Charlotte County Tax Collector	12/05/24	NAV Taxes	\$ 1,342.20		\$ (25.78)	\$ (53.69)	\$ 1,262.73	\$ 1,342.20				\$ 1,262.73			
4	3	Charlotte County Tax Collector	12/12/24	NAV Taxes	\$ 3,793.02			\$ (72.82)	\$ (151.70)	\$ 3,774.95			\$ 18.07	\$ 3,551.50			\$ 17.00
5	4	Charlotte County Tax Collector	12/19/24	NAV Taxes	\$ 18,684.87		\$ (358.76)	\$ (747.36)	\$ 17,578.75	\$ 18,287.49			\$ 397.38	\$ 17,204.90			\$ 373.85
6	5	Charlotte County Tax Collector	01/09/25	NAV Taxes	\$ 81,541.54		\$ (1,567.83)	\$ (3,149.22)	\$ 76,824.49	\$ 79,234.81			\$ 2,306.73	\$ 74,651.49			\$ 2,173.00
7	Int - 1	Charlotte County Tax Collector	01/16/25	Interest	\$ 179.03	\$ 179.03			\$ 179.03	\$ 174.34			\$ 4.69	\$ 174.34			\$ 4.69
8	6	Charlotte County Tax Collector	02/06/25	NAV Taxes	\$ 19,688.31		\$ (382.79)	\$ (549.51)	\$ 18,756.01	\$ 18,958.58			\$ 729.73	\$ 18,061.49			\$ 694.52
9	7	Charlotte County Tax Collector	03/07/25	NAV Taxes	\$ 18,607.49		\$ (388.42)	\$ (186.05)	\$ 18,053.02	\$ 18,483.45			\$ 124.04	\$ 17,932.67			\$ 120.35
10	8	Charlotte County Tax Collector	04/10/25	NAV Taxes	\$ 4,098.85		\$ (81.98)		\$ 4,016.87	\$ 4,026.60			\$ 72.25	\$ 3,946.07			\$ 70.80
11	Int - 2	Charlotte County Tax Collector	04/17/25	Interest	\$ 150.09	\$ 150.09			\$ 150.09	\$ 145.40			\$ 4.69	\$ 145.40			\$ 4.69
12	9	Charlotte County Tax Collector	05/08/25	NAV Taxes/Interest	\$ 79,698.29	\$ 2,391.01	\$ (1,641.79)		\$ 80,447.51	\$ 79,655.78			\$ 2,433.52	\$ 78,062.66			\$ 2,384.85
13	10	Charlotte County Tax Collector	06/06/25	NAV Taxes/Interest	\$ 671.10	\$ 20.14	\$ (13.82)		\$ 677.42	\$ 671.10			\$ 20.14	\$ 657.68			\$ 19.74
14									\$ -								
15									\$ -								
16									\$ -								
17									\$ -								
18									\$ -								
19	EF	Charlotte County Tax Collector		Excess Fees (#1)					\$ -								
20	EF	Charlotte County Tax Collector		Excess Fees (#2)					\$ -								
					\$ 228,796.77	\$ 2,740.27	\$ (4,664.37)	\$ (4,864.38)	\$ 222,008.29	\$ 225,425.80	\$ -	\$ -	\$ 6,111.24	\$ 216,144.80	\$ -	\$ -	\$ 5,863.49

Assessment Roll = \$231,480.88
Collections 98.84%
* Note: \$231,481, \$225,470, \$0, \$0 and \$6,011 are 2024/2025 Budgeted assessments before discounts and fees.
** \$217,592, \$211,942, \$0, \$0 and \$5,650 are 2024/2025 Budgeted assessments after discounts and fees.

\$ 228,796.77	\$ 222,008.29
\$ 2,740.27	\$ (216,144.80)
\$ (225,425.80)	\$ -
\$ -	\$ -
\$ -	\$ -
\$ (6,111.24)	\$ (5,863.49)
\$ -	\$ -
\$ (0.00)	\$ 0.00

EAST CHARLOTTE DRAINAGE DISTRICT
QUARTELY FIELD REPORT

FOR THE MONTHS OF: APRIL, MAY, and JUNE 2025

1) MAJOR PURCHASES / EXPENDITURES

OFFICE TO FILL OUT

2) CANAL'S MAINTENANCE

1) Cleaned out Canal in Section 14 West Side 1,320 Feet 6-26-2025

3

2) _____

3) ROAD'S MAINTENANCE

MILES GRADED: 0

SECTIONS: _____

1) NONE

2) _____

3) _____

4) CULVERTS

1) NONE

5) WEED CONTROL

Coastal Air completes arial Herbicide application
of 83,29 Acres on 5-23-2025.

EAST CHARLOTTE DRAINAGE DISTRICT
QUARTELY FIELD REPORT

FOR THE MONTHS OF: _____

6) PROJECTS COMPLETED AND WELLS

READING WATER METERS Each month.

7) PROJECTS PENDING

None

8) REMARKS

(1) The Ditch That Runs on the West side of Section 17 From Neal Road
TO The North out Fall Canal is in good condition.

(2) The Neal Road Ditch in Sections 15 and 16 and 17 is in Fair condition.
