



**EAST CHARLOTTE  
DRAINAGE DISTRICT**

**CHARLOTTE COUNTY  
SPECIAL BOARD MEETING  
DECEMBER 16, 2025  
9:00 A.M.**

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

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**AGENDA**  
**EAST CHARLOTTE**  
**DRAINAGE DISTRICT**  
Charlotte Harbor Event Conference Center  
75 Taylor Street  
Punta Gorda, Florida 33950  
**SPECIAL BOARD MEETING**  
December 16, 2025  
9:00 A.M.

- A. Call to Order
- B. Pledge of Allegiance
- C. Proof of Publication.....Page 1
- D. Establish Quorum
- E. Additions or Deletions to Agenda
- F. Comments from the Public for Items Not on the Agenda
- G. Approval of Minutes
  - 1. October 21, 2025 Regular Board Meeting Minutes.....Page 2
- H. Old Business
- I. New Business
  - 1. Discussion Regarding Changing Permit from ECDD to Landowner Water Use Permit
  - 2. Discussion Regarding Section 27 Permit to Close Off for Food Safety
  - 3. Discussion Regarding Damage to District Facilities at Charlotte County Property ID #402614351001 and Resulting Issues
- J. Manager's Report
- K. Engineer's Report
- L. Attorney's Report
- M. Administrative Matters – Next Meeting January 21, 2026
- N. Board Member Comments
- O. Adjourn

EAST CHARLOTTE DRAINAGE DISTRICT  
NOTICE OF SPECIAL BOARD MEETING

NOTICE IS HEREBY GIVEN that the Board of Supervisors (the Board) of the East Charlotte Drainage District (the District) will hold a Special Board Meeting (Meeting or Meetings) on December 16, 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 Special Board Meeting is for the Board to discuss the damage to District facilities at that certain real property having a Charlotte County Property ID number 402614351001 and to conduct any other 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. A copy of the agenda for the Meeting may be obtained from the Districts website [www.eastcharlottedd.org](http://www.eastcharlottedd.org) or by contacting the District Manager at (941) 786-3716 or by email at [kmeneely@sdsinc.org](mailto:kmeneely@sdsinc.org) and/or toll

free at 1-877-737-4922 prior to the date of the Meeting. The Meeting is open to the public and will be conducted in accordance with the provisions of Florida law for special districts. The Meeting 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 Meeting 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 this Meeting, 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 this Meeting 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](http://www.eastcharlottedd.org)

Publish: 12/05/25  
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**EAST CHARLOTTE DRAINAGE DISTRICT  
REGULAR BOARD MEETING  
OCTOBER 21, 2025**

**A. CALL TO ORDER**

The October 21, 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 October 10, 2025, as part of the District’s Fiscal Year 2025/2026 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	Seth Behn	Lewis, Longman & Walker
Field Consultant	Vacant	

Also present were Brandon Lynn of L3 Environmental Services and Michael Hayman of Esquire.

**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. July 15, 2025, Public Hearing & Regular Board Meeting**

A **motion** was made by Mr. Kemeny, seconded by Mr. Varner and passed unanimously approving the minutes of the July 15, 2025, Public Hearing & Regular Board Meeting, as presented.

## **H. OLD BUSINESS**

### **1. Update on Repairs to Graham Road Fence**

Mr. Kemeny noted the fence had been repaired and then someone had run into it in Section 27. He further noted that the fence quote for the north side of 21 on the corner of Graham and Neal was too high. He stated that FPL was having issues on their side as well, so they have no issue if a gate is put up. Upon further discussion, it was the consensus of the Board that this item could be removed from the next agenda.

### **2. Update on Electric Gates for Graham Road**

Mr. Kemeny noted that this item was on hold because it was found to be pricey. He also noted that the locks had been cut and we were navigating the legal issues surrounding this issue. Mr. Sill asked why there were three locks on the gate and Mr. Varner advised that one was for fire access and the other two were up but they were cut last week. Mr. Sill stated that the gate at Bermont was working. Upon further discussion, it was the consensus of the Board that this item could be removed from the next agenda.

## **I. NEW BUSINESS**

### **1. Consider Field Inspector Proposal from L3 Environmental Services, LLC**

Ms. Meneely introduced Brandon Lynn, noting that he had served as Field Inspector at another drainage district she managed and she was pleased with his work. Mr. Lynn went over his background in the agriculture industry and his prior experience as a Field Inspector, noting he was familiar with F.S. 298 districts. Mr. Kemeny asked how often he would be riding around the District and Mr. Lynn indicated at least once a week, indicating that he had another customer in the area and his schedule was flexible. Mr. Sill stated that would help to have the travel time divided. Mr. Kemeny explained that most of the position entails pre-maintenance work.

A **motion** was made by Mr. Sill, seconded by Mr. Kemeny and passed unanimously approving the Field Inspector proposal from L3 Environmental Services, LLC and naming Brandon Lynn as the District's new Field Inspector.

### **2. Discussion on Caccavalle Violations**

- **14-29 Filled in South Ditch Removed Culvert and Damaged**
- **14-48 south West Side Filled in Drainage Area Covering Culvert**
- **14-48 Covered Drainage Pipe**

Ms. Meneely went over the background noting that the police needed to be called due to the stated violations on District property. Mr. Kemeny noted that Caccavalle removed the culvert and riser and filled-in the ditch. Mr. Behn gave copies of the notice letter sent to Caccavalle and went over the police and engineering report regarding the situation. He noted the demand letter requires the culvert be repaired in 15 days or the District would do the work and charge/lien Caccavalle two times the cost as allowed by State statutes. Mr. Kemeny noted that there were many new landowners that may do something similar unintentionally, but that this was done intentionally. Mr. Behn suggested a "Welcome to the District" letter for new residents so they know the rules, noting that often it was an education matter. Ms. Meneely indicated that Caccavalle was also on tape as the one who cut the gate and Mr. Varner stated that Caccavalle had a key to the gate. There was general

discussion on easement rights and accessibility for District purposes. Mr. Kemeny asked about passing a motion whereby if an owner owns both sides of a road that they can put up a gate if there is no purpose for someone to go down the road. Mr. Behn stated that he could draft a permit which would allow a gate as long as they provide a key and consent to allow the use of the District easement if necessary and any other conditions the District may have.

A **motion** was made by Mr. Varner, seconded by Mr. Kemeny and passed unanimously directing District Counsel to draft a permit which would allow a gate as long as they provide a key and consent to allow the use of the District easement if necessary.

### **3. Discussion Regarding Graham Road Permits Ending December 31<sup>st</sup> Annually**

Mr. Kemeny explained that these permits were for areas on the west side of Graham whereby they pay a license fee to use the road. He continued that with the motorcross being sold and the mine having minimal impact, a discussion on alternative means of access should be had. Mr. Varner stated that permits would not be needed. Mr. Kemeny noted the permits automatically end if not renewed. After further discussion, a **motion** was made by Mr. Varner, seconded by Mr. Kemeny and passed unanimously approving a one-year extension of exiting permits through 2026.

### **4. Consider Resolution No. 2025-04 – Adopting a Fiscal Year 2024/2025 Amended Budget**

Resolution No. 2025-04 was presented, entitled:

#### **RESOLUTION NO. 2025-04**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST CHARLOTTE DRAINAGE DISTRICT AUTHORIZING AND ADOPTING AN AMENDED FINAL FISCAL YEAR 2024/2025 BUDGET, PURSUANT TO CHAPTER 197, FLORIDA STATUTES; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Kemeny, seconded by Mr. Sill and passed unanimously adopting Resolution No. 2025-04, as presented.

### **5. Consider Resolution No. 2025-05 – Goals and Objectives Annual Report**

Resolution No. 2025-05 was presented, entitled:

#### **RESOLUTION NO. 2025-05**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST CHARLOTTE DRAINAGE DISTRICT ADOPTING AN ANNUAL REPORT OF GOALS, OBJECTIVES, AND PERFORMANCE MEASURES AND STANDARDS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

A **motion** was made by Mr. Kemeny, seconded by Mr. Sill and passed unanimously adopting Resolution No. 2025-05, as presented, and approving the same goals and objectives for next year.

## **6. Consider Ratification of Road Connection Permit**

Mr. Behn explained that the permit was for the right to connect to and access Graham Road from the west side of the road. He noted he could utilize it as a District member and must make any repairs if there is damage. Mr. Hayman stated that the property was used for agricultural purposes within the District. Discussion ensued about material routes with Mr. Kemeny noting that he did not want to overburden Neal Road. Ms. Meneely pointed out that the agreement was signed October 17, 2025, by Mr. Varner as the Owner and Peter Brown as District Engineer so this request ratifies that permit.

A **motion** was made by Mr. Varner, seconded by Mr. Kemeny and passed unanimously ratifying the Road Connection Permit, as presented.

### **J. MANAGER'S REPORT** **a. Financial Report**

There were no questions regarding the Financial Report.

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

There was no Engineer's Report at this time.

### **L. ATTORNEY'S REPORT** **1. Update on Graham Road Access for Non-ECDD Property Owners**

This item was previously discussed.

#### **2. Update on Connection Permit Policy**

This item was previously discussed.

Mr. Behn noted that he would develop a contract for the new Field Inspector. He also reminded the Board that they needed to complete their annual four hours of ethics training prior to the end of the year.

### **M. ADMINISTRATIVE MATTERS**

Ms. Meneely advised that the next meetings were scheduled for January 20, 2026, and April 21, 2026.

### **N. BOARD MEMBER COMMENTS**

Mr. Kemeny noted that there was a fence on an easement north of Neal Road that needed to be moved. He further noted that he would forward the contact information for the owner.

### **O. ADJOURNMENT**

There being no further business to come before the Board, a **motion** was made by Mr. Kemeny, seconded by Mr. Sill and passed unanimously adjourning the Regular Board Meeting at 10:05 a.m.

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Secretary/Assistant Secretary

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President/Vice President