

**ANNUAL LAND OWNER' S  
ELECTION PROCEDURE  
FOR  
COQUINA WATER CONTROL DISTRICT**

1. Annual Landowner's Meeting.

In accordance with the applicable provisions of Chapter 298, it is required that a meeting of the Landowners of the District be held each year during the month of October for the purpose of electing Supervisor(s) and hearing reports of the Board of Supervisors. The Landowners when assembled shall organize by electing a Chairperson who shall preside at the meeting with the Secretary of the Board of Supervisors to be the Secretary of the Landowners meeting.

Those Landowners present or voting by proxy shall constitute a quorum at the meeting of the Landowners. The Chairperson shall then call for nominations for the office of the Board of Supervisor position. Any such nominee must be an owner of land in the District and a resident of Okeechobee County, Florida.

Landowner means the owner of the freehold estate, subject to assessment pursuant to Chapter 298, as appears by the deed record.

2. Voting.

At each Landowners meeting, each and every acre of assessable land in the district shall represent one share, and each owner shall be entitled to one vote in person or by proxy in writing duly signed, for every acre of assessable land owned by him or her in the district. Landowners owning less than 1 assessable acre in the aggregate shall be entitled to one vote. Landowners with more than 1 assessable acre are entitled to one additional vote for any fraction of an acre greater than 1/2 acre when all the landowners' acreage has been aggregated for purposes of voting. Landowners whose assessments have not been paid for the previous year are not entitled to vote.

3. Registration for Casting of Ballots.

The registration process for the casting of ballots by Landowners or their representatives holding their proxies, shall be as follows:

(A) On the morning of the day of the annual Landowner's meeting and prior to the commencement of the casting of ballots for a Board of Supervisor position, each Landowner or their representative, if proxies are being submitted in lieu thereof, shall be directed to register and sign in with the District's Auditor or the Board Attorney.

(B) All Landowner proxies and ballots shall be collected at the time of voting and retained by the District's Auditor or Attorney. The ballots shall then be counted by the District's Auditor or the Board Attorney and retained for subsequent certification or verification, if required. The appointment of proxies shall comply with F.S. 607.0721.

#### 4. Casting of Ballots.

Registration and the issuance of ballots shall cease once the Chairperson calls for the commencement of the casting of ballots for the election of a Supervisor and thereafter no additional ballots shall be issued nor accepted for election purposes.

The Landowners or their representatives, as the case may be, will be required to cast their ballots using the ballot for that particular election. A landowner voting by proxy shall have his or her written appointment of proxy accompany his or her ballot. Once the ballots have been cast, the Chairperson will call for a collection of the ballots by the District's Auditor or Attorney.

#### 5. Counting of Ballots.

The District's Auditor or Attorney shall be responsible for the tabulation of ballots for the election in order to determine the total votes cast for each candidate that is seeking election in that particular election event and for determination of the number of votes cast for each candidate.

That candidate receiving the highest number of votes for the Board of Supervisor position for which said election was held shall be declared as elected for such Board of Supervisor position by the Chairperson following submission of the tabulation for that election.

#### 6. Contesting of Election Results.

(A) Following the election and announcement of the candidate receiving the highest number of votes for a seat, the Chairperson shall ask the Landowners present or those representatives holding proxies for Landowners whether they wish to contest the election results. If no contests are received, said election results shall thereupon be certified and the newly elected Supervisor will thereupon take the Oath of Office and be seated as a member of the District's Board of Supervisors.

If there is a contest of one or more seats, the contest must be addressed to the Chairperson and thereupon the individual casting a ballot that is being contested will be required to provide proof of ownership of the acreage, and that last years assessments have been paid, for which they voted at the election within five (5) business days of the Landowner's meeting. The proof of ownership shall be submitted to the District's Attorney or the Auditor, who will review the material provided and attempt to determine the legality of the contested ballots. Once the contests are resolved, the Chairperson shall reconvene the Landowner's meeting and thereupon

certify the election results with the newly elected Supervisor to thereupon take the oath of office and be seated as a member of the Board of Supervisors.

(B) If, following the election, there is a contest of the election results for only one seat, the uncontested election shall proceed to take the Oath of Office and be seated as a member of the Board of Supervisors.

7. Recessing of Annual Landowner's Meeting.

In the event there is a contest of an election, the Landowner's meeting shall be recessed to a future time certain giving the date and time at which time the election findings on the contest shall be reported and the newly elected Supervisor(s) shall thereupon take the Oath of Office.

8. Miscellaneous Provisions.

(A) Each Landowner shall be entitled to vote in person or by written proxy by means of a representative who must appear in person in order to cast said Landowner's proxy votes.

(B) Proxies will not require that proof of acreage ownership be attached. Rather, proof of ownership must be provided by the holder of the proxy if the proxy is contested.