

**COQUINA WATER CONTROL DISTRICT**

**BUDGET**

**FISCAL YEAR 2020-2021**

DRAFT September 11, 2020  
PROPOSED September 11, 2020  
ADOPTED September 11, 2020

SIGNED

Robert F. Stark

Michael R. Vincent

David R. Law

**COQUINA WATER CONTROL DISTRICT**  
Proposed Budget  
For the Fiscal Year Ending September 30, 2021

	<u>Budget</u>
<b>Estimated Fund Balance available at beginning of year-October 1, 2020</b>	\$ 846,511
<b>REVENUES</b>	
Maintenance assessments	971,260
Estimated nonpayment of assessed taxes	(68,260)
Commissions	(20,000)
Interest income	10,000
<b>Total Revenues</b>	<u>893,000</u>
<b>Total Available Fund Balance and Revenues</b>	<u>1,739,511</u>
<b>EXPENDITURES</b>	
Personal Services	353,400
Operating Expenses	360,600
Capital Outlay	270,000
Debt Service-FRS Contribution	65,000
<b>Total Expenditures</b>	<u>1,049,000</u>
<b>Net Change in Fund Balance</b>	<u>(156,000)</u>
<b>Estimated Fund Balance available at end of year-September 30, 2021</b>	<u>\$ 690,511</u>

**COQUINA WATER CONTROL DISTRICT**

Balance of Funds at August 31, 2020  
and Projected Surplus Funds Available  
at September 30, 2020

Cash (all funds) at August 31, 2020	\$ 1,179,998
Projected Maintenance Assessments 9/1/20 - 9/30/20	-
Projected Expenditures 9/1/20 - 9/30/20 - operating budget	(333,487)
Balance of Available Funds	<u>\$ 846,511</u>
Emergency Fund (Designation)	<u>(500,000)</u>
Available Surplus	<u><u>\$ 346,511</u></u>

**COQUINA WATER CONTROL DISTRICT**  
 Projected Operating Budget  
 Fiscal Year 2020-2021

	Amended Budget 2019-2020	Proposed Budget 2020-2021
Total Surplus Funds From Prior Year	\$ 861,758	\$ 846,511
Debt Proceeds	244,903	-
Budgeted Expenses	(1,293,903)	(1,049,000)
Interest Income	10,000	10,000
Projected Revenue	883,000	883,000
Commissions @ 5%	(20,000)	(20,000)
Allowance for Nonpayment and Prior Maintenance Assessments	(68,260)	(68,260)
Proposed Maintenance Assessments	<u>\$ 971,260</u>	<u>\$ 971,260</u>
Total Assessed Acres	12,926	12,926
Assessment Per Acre	75.14	75.14
	<u>\$ 971,260</u>	<u>\$ 971,260</u>

**COQUINA WATER CONTROL DISTRICT**  
**Projected Operating Costs and Proposed Budget**  
**Fiscal Year 2020-2021**

	Amended (2/14/2020) 2019-2020 Budget	Actual Through 8/31/2020	Projected 9/1/2020 9/30/2020	Total Projected 2019-2020	Proposed 2020-2021 Budget
<b>ADMINISTRATIVE:</b>					
Supervisor's fees	\$ 5,000	\$ 2,365	\$ 2,635	\$ 5,000	\$ 5,000
Legal and consulting fees	43,000	24,118	18,882	43,000	43,000
Auditing	14,500	11,200	3,300	14,500	11,500
Accounting	39,000	32,875	6,125	39,000	39,000
Office	8,000	3,690	4,310	8,000	11,000
	<u>109,500</u>	<u>74,248</u>	<u>35,252</u>	<u>109,500</u>	<u>109,500</u>
<b>FIELD BUDGET:</b>					
Salaries	268,000	195,067	72,933	268,000	268,000
FRS contribution	23,000	15,252	7,748	23,000	23,000
Payroll taxes	21,400	15,315	6,085	21,400	21,400
Health, disability, & dental	41,000	21,489	19,511	41,000	41,000
Engineering	28,000	16,263	11,737	28,000	28,000
Utilities	8,600	6,881	1,719	8,600	8,600
Insurance	43,000	36,032	6,968	43,000	43,000
Uniforms	3,500	3,000	500	3,500	3,500
Fuel	78,000	37,680	40,320	78,000	78,000
Canal maintenance/ Herbicide	-	-	-	-	-
Repairs & maintenance	45,000	41,844	3,156	45,000	45,000
	<u>559,500</u>	<u>388,823</u>	<u>170,677</u>	<u>559,500</u>	<u>559,500</u>
<b>OTHER:</b>					
Contingency	35,000	-	35,000	35,000	35,000
Equipment purchases/ Major repairs/Building	20,000	6,337	13,663	20,000	20,000
Infrastructure/Major equipment purchases/Debt service	250,000	178,771	71,229	250,000	250,000
Debt service-FRS Contribution	65,000	62,962	2,038	65,000	65,000
Easement acquisitions/ Title search & surveys	10,000	4,372	5,628	10,000	10,000
	<u>380,000</u>	<u>252,442</u>	<u>127,558</u>	<u>380,000</u>	<u>380,000</u>
<b>TOTAL</b>	<u><u>\$ 1,049,000</u></u>	<u><u>\$ 715,513</u></u>	<u><u>\$ 333,487</u></u>	<u><u>\$ 1,049,000</u></u>	<u><u>\$ 1,049,000</u></u>

## COQUINA WATER CONTROL DISTRICT

Notes to Proposed Operating Budget  
Fiscal Year 2020-2021

### **Administrative Budget:**

#### Supervisors Fees

Pursuant to the provisions of Chapter 298 of the Florida Statutes, supervisor is entitled to \$50 per day for services rendered on behalf of the District. It is assumed the Board of Supervisors will meet at a minimum six times during the Fiscal Year 2020-2021 at a cost of \$150 per meeting, plus additional miscellaneous days and expenses.

\$ 5,000

#### Legal and Consulting Fees

It is anticipated that the legal and consulting expenditures for the coming Fiscal Year will not exceed \$43,000 and will cover general legal representation and consulting fees of the District for the period. Litigation, non-reimbursed condemnation expense and review of contract documents necessary for the execution of work to implement the Plan of Water Management are included in this category.

\$ 43,000

#### Auditing

Pursuant to the provisions in Chapters 189 and 11 of the Florida statutes, the District is required to file certain audit reports with the Department of Veterans and Community Affairs, the State Controller, and the Auditor General. The financial reporting obligations require that an independent certified audit be conducted of the District's financial transactions. For this purpose, a CPA firm will be retained.

\$ 11,500

#### Accounting

This segment provides for clerical and accounting at an anticipated compensation of \$39,000. Services to be provided, pursuant to engagements are:

- a) Preparation for and attendance at the meetings of the Board of Supervisors of the District, as needed.
- b) Such additional services as are pertinent to the above duties, as requested by the Board of Supervisors.
- c) Preparation and Administration of Budget.
- d) Monthly recurring accounting functions.
- e) Year end financial reporting to the State of Florida.
- f) Assisting District's Auditor in the preparation of the annual audit and financial statements.
- g) Monthly assessment collections and accounts payable.
- h) Additional services provided.

\$ 39,000

**COQUINA WATER CONTROL DISTRICT**

Notes to Proposed Operating Budget  
Fiscal Year 2020-2021

Office

Accounting supplies, stationary, bank checks and miscellaneous other supplies necessary in the day-to-day operations as well as telephone.

\$ 11,000

**Field Budget:**

Personal Services

Salaries, payroll taxes, health, disability and dental insurance, and FRS contribution.

\$353,400

Debt Service-FRS Contribution

Projected prior year service buyback.

\$ 65,000

Engineering

The engineering allocation is anticipated to cover the Engineer's attendance at District meetings and in providing engineering services of a general nature, such as maintaining the South Florida Water Management District criteria and assisting District personnel on a general basis.

\$ 28,000

Insurance

Insurance costs is expected to approximate \$43,000 for the following coverage:

General Liability, Workers Comp & Contingencies

\$ 43,000

Water Control Plan

Estimated costs of design implementation, construction, administrative, engineering and legal fees, contingencies, and includes the semiannual payments for equipment purchases.

\$250,000

**REGULAR MEETING MINUTES  
OF THE  
BOARD OF SUPERVISORS OF  
COQUINA WATER CONTROL DISTRICT  
AUGUST 14, 2020**

Pursuant to published Notice, the Board of Supervisors of Coquina Water Control District (the "District") held its regular meeting on Friday, August 14, 2020, at the District office, located at 17429 NW 242<sup>nd</sup> Street, Okeechobee, Florida 34972.

Present at the meeting was Supervisor Michael Vincent, Supervisor David Law and Supervisor, Robert Stark.

Engineer, Bryan Clemons and Superintendent, Howard Sensaboy, were also present.

**ROLL CALL**

Mr. Stark called the Board of Supervisors meeting to order at 9:05 a.m.

**ESTABLISHMENT OF A QUORUM**

Mr. Stark announced that a quorum was present and that it was in order to consider any business to properly come before the Board.

Mr. Stark stated that Attorney Fitzpatrick has filed the Motion for Summary Final Judgment in the case of Coquina vs. Okeechobee Sheriff and we should have a court date soon.

**ACCOUNTANT'S REPORT**

Mrs. Williams was not present.

**ATTORNEY'S REPORT**

Mr. Fitzpatrick was not present.

**ENGINEER'S REPORT**

Mr. Clemons presented the board with his monthly report (a copy of which is on file at Wicks Brown Williams office).

Mr. Clemons stated a Contract with ECF was previously signed to survey for the presence of gopher tortoise burrows. The board stated they want to use a different company. Mr. Clemons stated he will check on the terms of the Contract that was already signed with ECF.



## SUPERINTENDENT'S REPORT

Mr. Sensaboy stated he has completed another two miles of road repair.

Mr. Sensaboy stated landowner Frank Acostas wants to know if Coquina will trade lots with him. The board discussed this and unanimously agreed they cannot trade lots.

Mr. Sensaboy asked what the board wants to do with the old shed, which held Coquina's records. The board instructed Mr. Sensaboy to take it to auction.

Mr. Sensaboy stated the security cameras at the shop are no longer working. He obtained a proposal for new cameras and an updated system and it is \$4200.00. The board discussed same and asked Mr. Sensaboy to obtain a quote for 360° cameras.

Mr. Sensaboy stated he has checked with T-mobile with regards to the new tracking system & it will be \$165.month for all the equipment. A landowner suggested using Street Eagle, as they run off a satellite and you never lose signal. *Mr. Law made a motion to sign up with this company for service on the tracking system. Mr. Stark seconded that motion and same was unanimously passed.*

Mr. Sensaboy asked the board if they want him to hire another employee. He stated he already has an application for an experienced tractor driver. Mr. Stark made a motion for Butch to hire an additional employee. Mr. Vincent seconded that motion and same was unanimously passed.

Mr. Sensaboy stated he is still installing the gates and his goal is to have them all installed by the September board meeting.

## PUBLIC COMMENTS

Jerry Hawkins asked why the culverts along Peavine were removed. Mr. Clemons explained it was because of a flawed system and needing to reroute the water.

**APPROVAL OF MINUTES & WARRANTS**

*Mr. Stark made a motion to approve the Warrants and Minutes from July 2020. That motion was seconded by Mr. Law and same was unanimously passed.*

The next regular board meeting is scheduled for September 11, 2020, at the District office. This meeting was adjourned at 9:53 a.m..

# INDEPENDENT NEWSMEDIA INC. USA

Lake Okeechobee News  
107 SW 17th Street, Suite D  
Okeechobee, Florida 34974  
863-763-3134

STATE OF FLORIDA  
COUNTY OF OKEECHOBEE

Before the undersigned authority personally appeared Katrina Elsen Muros, who on oath says she is the Publisher of the Lake Okeechobee News, a weekly Newspaper published in Okeechobee County, Florida, that the attached copy of an advertisement being a Public Notice

in the matter of Notice

in the 19th Judicial District of the Circuit Court of Okeechobee County, Florida, was published in said newspaper in the issues of

7/22/2020

Affiant further says that the said Lake Okeechobee News is a newspaper published at Okeechobee, in said Okeechobee County, Florida, and that said newspaper has heretofore been published continuously in said Okeechobee County, Florida each week and has been entered as second class mail matter at the post office in Okeechobee, in said Okeechobee County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement, and affiant further says that 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.

Katrina Elsen Muros  
Katrina Elsen Muros

Sworn to and subscribed before me this 22nd day of July 2020 AD

Notary Public, State of Florida at Large  
Angie Bridges

ANGIE BRIDGES  
MY COMMISSION # GG 971582  
EXPIRES: April 20, 2024  
Bonded Thru Notary Public Underwriters

**NOTICE OF MEETING OF THE COOLINA WATER CONTROL DISTRICT**  
THE BOARD OF SUPERVISORS FOR COOLINA WATER CONTROL DISTRICT WILL HOLD ITS REGULAR MONTHLY MEETING ON FRIDAY, AUGUST 14, 2020, AT 9:00 AM, AT THE DISTRICT OFFICE, 17429 NW 242 STREET, OKEECHOBEE, FLORIDA 34974. A COPY OF THE PROPOSED AGENDA MAY BE OBTAINED UPON REQUEST FROM THE UNDERSTATED. IF ANY PERSON DECIDES TO APPEAL ANY DECISION BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSES THAT PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS WHICH INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEALS TO BE BASED IS MADE. ANY PERSON WISHING TO SPEAK AT THE MEETING MUST HAVE THEIR NAME AND TOPIC PLACED ON THE AGENDA ONE WEEK BEFORE THE DATE OF THE MEETING. ALL LAND OWNERS WITHIN THE DISTRICT ARE INVITED TO ATTEND.  
IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS NEEDING A SPECIAL ACCOMMODATION OR AN INTERPRETER TO PARTICIPATE IN THE PROCEEDINGS SHOULD CONTACT THE DISTRICT'S OFFICE BY CALLING (863) 763-4601 AT LEAST TWO (2) DAYS PRIOR TO THE DATE OF THE MEETING.  
ROBERT STARK  
CHAIRMAN OF THE BOARD OF SUPERVISORS  
17429 NW 242ND STREET  
OKEECHOBEE, FL 34974  
(863) 763-4601  
2020-81 ON 07/22/2020