

**COQUINA WATER CONTROL DISTRICT
BOARD OF SUPERVISORS MEETING
17429 NW 242nd STREET (FIELD OFFICE)
OKEECHOBEE, FL 34972**

JANUARY 12, 2023

AGENDA

1. ROLL CALL
2. REPORT FROM CHAIRMAN
3. REPORT FROM ACCOUNTANT
4. REPORT FROM ATTORNEY
5. REPORT FROM ENGINEER
6. REPORT FROM SUPERINTENDENT
7. COMMENTS FROM PUBLIC
8. APPROVAL OF MINUTES
9. APPROVAL OF WARRANTS THRU DECEMBER, 2022
10. SCHEDULE NEXT MEETING
11. ADJOURN

COQUINA WATER CONTROL DISTRICT
Okeechobee, Florida

Financial Statements and
Accountant's Compilation Report
(Unaudited)

December 31, 2022

DRAFT

Wicks, Brown, Williams & Co., CPA's LLP

504 Northwest Fifth Avenue, Okeechobee, Florida 34972-2570
(863) 763-2354 • Fax: (863) 467-4519

Charles F. Wicks, C.P.A. (1911 - 1996)
J. Richard Brown, C.P.A. (1940 - 1997)
W. Bruce Stratton, C.P.A., Retired
Cheryl M. Williams, C.P.A., P.A.
C. Mark Cox, C.P.A., P.A.
John W. Davis, C.P.A., P.A.
Charles P. Cox, C.P.A., P.A.

April D. Harris, C.P.A.

Lake Placid
(863) 699-5544

Sebring
(863) 382-1157

ACCOUNTANT'S COMPILATION REPORT

To the Supervisors
Coquina Water Control District
Okeechobee, Florida

Management is responsible for the accompanying financial statements of Coquina Water Control District, which comprise the balance sheet - governmental funds as of December 31, 2022, and the related statement of revenues and expenditures - governmental funds for the three months then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy of completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the District's fund balance and changes in fund balance. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The accounting principles generally accepted in the United States of America requires that the District record accounts receivable, accounts payable, and inventory. Management has informed us that the District has not recorded accounts receivable, accounts payable, and inventory in accordance with the accounting principles generally accepted in the United States. Management has not determined the effects of these departures on the financial statements.

The annual budget information is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. The budget information was subject to our compilation engagement. We have not audited or reviewed the budget information and do not express an opinion, a conclusion, nor provide any assurance on such information.

The District was incorporated on June 23, 1971, under the provisions of Chapter 298, Florida Statutes, as a governmental unit.

We are not independent with respect to Coquina Water Control District.

Wicks, Brown, Williams & Co., CPA's LLP
Okeechobee, Florida

January 03, 2023

COQUINA WATER CONTROL DISTRICT
Balance Sheet -
Governmental Funds
December 31, 2022

ASSETS

GENERAL

Seacoast National Bank-Operating	\$ 487,615
Seacoast National Bank-MM	385,742
Seacoast National Bank-CD 05/12/23 (0.05%)	231,962
Seacoast National Bank-CD 11/15/22 (0.05%)	67,622
Seacoast National Bank-CD 05/15/23 (0.05%)	157,462
Prepaid insurance	36,265
Inventories	<u>30,277</u>

TOTAL ASSETS **\$ 1,396,945**

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts payable	\$ 5,928
N/P John Deere Credit (\$35,552.69)	(93,542)
Payroll taxes payable	105

FUND BALANCE

Fund balance-nonspendable	19,216
Fund balance-unassigned	1,261,153
EXCESS REVENUE (EXPENSE)	<u>204,085</u>

TOTAL LIABILITIES AND FUND BALANCE **\$ 1,396,945**

COQUINA WATER CONTROL DISTRICT
Statement of Revenues & Expenditures -
Governmental Funds
For The Three Months Ended December 31, 2022

	Y-T-D Actual	Y-T-D Budget	Y-T-D Variance
REVENUES			
Assessments-prior	\$ (396)	\$ 0	\$ 396
Assessments-current	545,754	1,132,835	587,081
Estimated nonpayment of assessments	0	(33,835)	(33,835)
Discounts & commissions	(16,744)	(23,000)	(6,256)
Interest income	74	500	426
Other income	7,127	0	(7,127)
Total Revenues	<u>535,815</u>	<u>1,076,500</u>	<u>540,685</u>
EXPENDITURES-ADMINISTRATIVE			
Supervisor's fees	975	5,000	4,025
Legal & consulting fees	3,148	20,000	16,852
Auditing	1,600	12,100	10,500
Accounting	9,825	44,400	34,575
Office	5,615	8,000	2,385
Total Expenditures-Administrative	<u>21,163</u>	<u>89,500</u>	<u>68,337</u>
EXPENDITURES-FIELD SALARIES			
Salaries & wages	97,862	400,000	302,138
FRS contribution	11,997	47,700	35,703
Payroll taxes	7,802	32,000	24,198
Health, disability & dental insurance	16,806	78,000	61,194
Total Expenditures-Field Salaries	<u>134,467</u>	<u>557,700</u>	<u>423,233</u>
EXPENDITURES-FIELD OTHER			
Engineering	5,509	20,000	14,491
Utilities	1,789	12,000	10,211
Insurance	14,468	46,000	31,532
Total Expenditures-Field Other	<u>21,766</u>	<u>78,000</u>	<u>56,234</u>
EXPENDITURES-FIELD MAINTENANCE			
Uniforms	5,000	5,000	0
Fuel	25,668	100,000	74,332
Equipment rental	7,202	0	(7,202)
Contingency	0	30,800	30,800
Repairs & maintenance	28,022	84,000	55,978
Total Expenditures-Field Maintenance	<u>65,892</u>	<u>219,800</u>	<u>153,908</u>

COQUINA WATER CONTROL DISTRICT
Statement of Revenues & Expenditures -
Governmental Funds
For The Three Months Ended December 31, 2022

	Y-T-D Actual	Y-T-D Budget	Y-T-D Variance
OTHER (REVENUES) EXPENDITURES			
Equipment purchases/major repairs/building	0	20,000	20,000
Infrastructure/major equip purchases/debt service	<u>96,317</u>	<u>250,000</u>	<u>153,683</u>
Equipment sales	<u>(7,875)</u>	<u>0</u>	<u>7,875</u>
Total Other (Revenues) Expenditures	<u>88,442</u>	<u>270,000</u>	<u>181,558</u>
(REVENUES) EXPENDITURES-EASEMENTS			
Title search & surveyor	<u>0</u>	<u>10,000</u>	<u>10,000</u>
Total (Revenues) Expenditures-Easements	<u>0</u>	<u>10,000</u>	<u>10,000</u>
TOTAL EXPENDITURES	<u>331,730</u>	<u>1,225,000</u>	<u>893,270</u>
REVENUE (EXPENDITURE)	<u>\$ 204,085</u>	<u>\$ (148,500)</u>	<u>\$ (352,585)</u>

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COQUINA WATER CONTROL DISTRICT
Okeechobee, Florida

Financial Statements and
Accountant's Compilation Report
(Unaudited)

November 30, 2022

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Wicks, Brown, Williams & Co., CPA's LLP

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ACCOUNTANT'S COMPILATION REPORT

To the Supervisors
Coquina Water Control District
Okeechobee, Florida

Management is responsible for the accompanying financial statements of Coquina Water Control District, which comprise the balance sheet - governmental funds as of November 30, 2022, and the related statement of revenues and expenditures - governmental funds for the two months then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy of completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

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We are not independent with respect to Coquina Water Control District.

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Okeechobee, Florida

January 03, 2023

COQUINA WATER CONTROL DISTRICT
Balance Sheet -
Governmental Funds
November 30, 2022

ASSETS

GENERAL

Seacoast National Bank-Operating	\$ 312,667
Seacoast National Bank-MM	385,735
Seacoast National Bank-CD 05/12/23 (0.05%)	231,953
Seacoast National Bank-CD 11/15/22 (0.05%)	67,619
Seacoast National Bank-CD 05/15/23 (0.05%)	157,456
Prepaid insurance	40,295
Inventories	<u>30,277</u>

TOTAL ASSETS **\$ 1,226,002**

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts payable	\$ 5,928
N/P John Deere Credit (\$35,552.69)	(93,542)
Payroll taxes payable	64

FUND BALANCE

Fund balance-nonspendable	23,246
Fund balance-unassigned	1,257,123
EXCESS REVENUE (EXPENSE)	<u>33,183</u>

TOTAL LIABILITIES AND FUND BALANCE **\$ 1,226,002**

COQUINA WATER CONTROL DISTRICT
Statement of Revenues & Expenditures -
Governmental Funds
For The Two Months Ended November 30, 2022

	Y-T-D Actual	Y-T-D Budget	Y-T-D Variance
REVENUES			
Assessments-prior	\$ (396)	\$ 0	\$ 396
Assessments-current	263,119	1,132,835	869,716
Estimated nonpayment of assessments	0	(33,835)	(33,835)
Discounts & commissions	(13,917)	(23,000)	(9,083)
Interest income	47	500	453
Other income	7,127	0	(7,127)
Total Revenues	<u>255,980</u>	<u>1,076,500</u>	<u>820,520</u>
EXPENDITURES-ADMINISTRATIVE			
Supervisor's fees	762	5,000	4,238
Legal & consulting fees	1,725	20,000	18,275
Auditing	1,600	12,100	10,500
Accounting	6,550	44,400	37,850
Office	4,746	8,000	3,254
Total Expenditures-Administrative	<u>15,383</u>	<u>89,500</u>	<u>74,117</u>
EXPENDITURES-FIELD SALARIES			
Salaries & wages	57,727	400,000	342,273
FRS contribution	7,217	47,700	40,483
Payroll taxes	4,695	32,000	27,305
Health, disability & dental insurance	10,133	78,000	67,867
Total Expenditures-Field Salaries	<u>79,772</u>	<u>557,700</u>	<u>477,928</u>
EXPENDITURES-FIELD OTHER			
Engineering	5,509	20,000	14,491
Utilities	1,318	12,000	10,682
Insurance	10,438	46,000	35,562
Total Expenditures-Field Other	<u>17,265</u>	<u>78,000</u>	<u>60,735</u>
EXPENDITURES-FIELD MAINTENANCE			
Uniforms	5,000	5,000	0
Fuel	11,143	100,000	88,857
Equipment rental	7,202	0	(7,202)
Contingency	0	30,800	30,800
Repairs & maintenance	19,016	84,000	64,984
Total Expenditures-Field Maintenance	<u>42,361</u>	<u>219,800</u>	<u>177,439</u>

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COQUINA WATER CONTROL DISTRICT
Statement of Revenues & Expenditures -
Governmental Funds
For The Two Months Ended November 30, 2022

	Y-T-D Actual	Y-T-D Budget	Y-T-D Variance
OTHER (REVENUES) EXPENDITURES			
Equipment purchases/major repairs/building	0	20,000	20,000
Infrastructure/major equip purchases/debt service	<u>68,016</u>	<u>250,000</u>	<u>181,984</u>
Total Other (Revenues) Expenditures	<u>68,016</u>	<u>270,000</u>	<u>201,984</u>
(REVENUES) EXPENDITURES-EASEMENTS			
Title search & surveyor	<u>0</u>	<u>10,000</u>	<u>10,000</u>
Total (Revenues) Expenditures-Easements	<u>0</u>	<u>10,000</u>	<u>10,000</u>
TOTAL EXPENDITURES	<u>222,797</u>	<u>1,225,000</u>	<u>1,002,203</u>
REVENUE (EXPENDITURE)	<u>\$ 33,183</u>	<u>\$ (148,500)</u>	<u>\$ (181,683)</u>

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**REGULAR MEETING MINUTES
OF THE
BOARD OF SUPERVISORS OF
COQUINA WATER CONTROL DISTRICT
DECEMBER 1, 2022**

Pursuant to published Notice, the Board of Supervisors of Coquina Water Control District (the "District") held its regular meeting on Thursday, December 1, 2022, at the District office, located at 17429 NW 242nd Street, Okeechobee, Florida 34972.

Present at the meeting was Supervisor, David Law and Supervisor, Mitch Teardo. Supervisor, Michael Vincent was not present.

Superintendent, Howard Sensaboy and Engineer, Gene Schriener, were also present.

ROLL CALL

Mr. Law called the Board of Supervisors meeting to order at 6:30 p.m..

ESTABLISHMENT OF A QUORUM

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

Mr. Law made a motion to start excavating at the North pit after January 1st. Mr. Teardo seconded that motion and same was unanimously passed.

Mr. Law made a motion to purchase a mulching head from John Deere for 18k. Mr. Teardo seconded that motion and same was unanimously passed.

Mr. Law stated he wants to hire his son, Ryan, to run equipment. He stated the employees are abusing their "sick days" and there is at least one employee taking a sick day every week and typically take it on a Friday or Monday so they can have a three day weekend. He would like to make changes to this policy in the Employee Handbook. He would also like to discuss giving a bonus to employees who do not abuse their sick days. Mr. Teardo stated an employee should have to be here for at least one (1) year before taking vacation time & he wants to change the Employee Handbook to reflect same. This topic will be discussed further at the next meeting, when Mr. Vincent is present.

Mr. Law made a motion to hire Ryan Law as a temporary, possibly permanent employee. Mr. Teardo seconded that motion and same was unanimously passed.

ACCOUNTANT'S REPORT

Mrs. Williams was not present.

ATTORNEY'S REPORT

Mr. Fitzpatrick was not present.

ENGINEER'S REPORT

Mr. Schrinier was present.

SUPERINTENDENT'S REPORT

Mr. Sensaboy stated they have been repairing driveway pipes and still have a few more to do. They are also trying to get all the main roads reconstructed. As to the issue with the east side of 258th not draining, there is only one pipe draining on 260th (on the North side) & therefore everything South of that has nowhere to go. He met with Gene on this matter and he agreed new pipes need to be installed underneath the road, redirecting the water East to the canal.

APPROVAL OF MINUTES & WARRANTS

Mr. Law made a motion to approve the Warrants and Minutes from October 2022. That motion was seconded by Mr. Teardo and same was unanimously passed.

The next regular board meeting and annual landowners meeting is scheduled for January 12, 2023 at 6:30 p.m.. This meeting was adjourned at 7:45 p.m..

**REGULAR MEETING MINUTES
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