

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

MAY 12, 2022

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 APRIL, 2022
10. SCHEDULE NEXT MEETING
11. ADJOURN

COQUINA WATER CONTROL DISTRICT
Okeechobee, Florida

Financial Statements and
Accountant's Compilation Report
(Unaudited)

April 30, 2022

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 April 30, 2022, and the related statement of revenues and expenditures - governmental funds for the seven 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.

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

May 06, 2022

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

ASSETS

GENERAL

| | |
|--|---------------|
| Seacoast National Bank-Operating | \$ 549,023 |
| Seacoast National Bank-MM | 385,690 |
| Seacoast National Bank-CD 05/12/22 (0.05%) | 231,885 |
| Seacoast National Bank-CD 11/15/22 (0.05%) | 67,599 |
| Seacoast National Bank-CD 05/15/22 (0.05%) | 157,409 |
| Prepaid insurance | 16,171 |
| Inventories | <u>30,277</u> |

TOTAL ASSETS **\$ 1,438,054**

LIABILITIES AND FUND BALANCE

LIABILITIES

| | |
|-----------------------|-----------|
| Accounts payable | \$ 30,140 |
| FRS contribution | 1,763 |
| Payroll taxes payable | 103 |

FUND BALANCE

| | |
|---------------------------|----------------|
| Fund balance-nonspendable | 46,448 |
| Fund balance-unassigned | 1,089,936 |
| EXCESS REVENUE (EXPENSE) | <u>269,664</u> |

TOTAL LIABILITIES AND FUND BALANCE **\$ 1,438,054**

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

| | Y-T-D Actual | Y-T-D Budget | Y-T-D Variance |
|---------------------------------------|-----------------|-----------------|-------------------|
| REVENUES | | | |
| Assessments-prior | \$ 2,863 | \$ 0 | \$ (2,863) |
| Assessments-current | 726,086 | 971,260 | 245,174 |
| Estimated nonpayment of assessments | 0 | (60,760) | (60,760) |
| Discounts & commissions | (16,579) | (20,000) | (3,421) |
| Interest income | 195 | 2,500 | 2,305 |
| Total Revenues | <u>712,565</u> | <u>893,000</u> | <u>180,435</u> |
| EXPENDITURES-ADMINISTRATIVE | | | |
| Supervisor's fees | 1,981 | 5,000 | 3,019 |
| Legal & consulting fees | 11,720 | 50,000 | 38,280 |
| Auditing | 3,500 | 11,500 | 8,000 |
| Accounting | 21,575 | 42,600 | 21,025 |
| Office | 2,304 | 11,000 | 8,696 |
| Total Expenditures-Administrative | <u>41,080</u> | <u>120,100</u> | <u>79,020</u> |
| EXPENDITURES-FIELD SALARIES | | | |
| Salaries & wages | 131,625 | 268,000 | 136,375 |
| FRS contribution | 13,710 | 30,000 | 16,290 |
| Payroll taxes | 8,724 | 21,400 | 12,676 |
| Health, disability & dental insurance | 14,419 | 41,000 | 26,581 |
| Total Expenditures-Field Salaries | <u>168,478</u> | <u>360,400</u> | <u>191,922</u> |
| EXPENDITURES-FIELD OTHER | | | |
| Engineering | 2,925 | 28,000 | 25,075 |
| Utilities | 6,386 | 8,600 | 2,214 |
| Insurance | 26,413 | 36,000 | 9,587 |
| Total Expenditures-Field Other | <u>35,724</u> | <u>72,600</u> | <u>36,876</u> |
| EXPENDITURES-FIELD MAINTENANCE | | | |
| Uniforms | 3,000 | 3,500 | 500 |
| Fuel | 42,158 | 78,000 | 35,842 |
| Contingency | 0 | 70,400 | 70,400 |
| Repairs & maintenance | 41,899 | 64,000 | 22,101 |
| Total Expenditures-Field Maintenance | <u>87,057</u> | <u>215,900</u> | <u>128,843</u> |

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

| | Y-T-D Actual | Y-T-D Budget | Y-T-D Variance |
|---|-------------------|---------------------|---------------------|
| OTHER (REVENUES) EXPENDITURES | | | |
| Equipment purchases/major repairs/building | 4,478 | 20,000 | 15,522 |
| Infrastructure/major equip purchases/debt service | <u>103,134</u> | <u>250,000</u> | <u>146,866</u> |
| Total Other (Revenues) Expenditures | <u>107,612</u> | <u>270,000</u> | <u>162,388</u> |
| (REVENUES) EXPENDITURES-EASEMENTS | | | |
| Title search & surveyor | <u>2,950</u> | <u>10,000</u> | <u>7,050</u> |
| Total (Revenues) Expenditures-Easements | <u>2,950</u> | <u>10,000</u> | <u>7,050</u> |
| TOTAL EXPENDITURES | <u>442,901</u> | <u>1,049,000</u> | <u>606,099</u> |
| REVENUE (EXPENDITURE) | <u>\$ 269,664</u> | <u>\$ (156,000)</u> | <u>\$ (425,664)</u> |

**REGULAR MEETING MINUTES
OF THE
BOARD OF SUPERVISORS OF
COQUINA WATER CONTROL DISTRICT
APRIL 14, 2022**

Pursuant to published Notice, the Board of Supervisors of Coquina Water Control District (the "District") held its regular meeting on Thursday, April 14, 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.

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

ROLL CALL

Mr. Vincent called the Board of Supervisors meeting to order at 6:33 p.m..

ESTABLISHMENT OF A QUORUM

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

Mr. Teardo asked if we can recess this meeting tonight & continue it tomorrow at 2:00 p.m. so the board can go view different projects within the district.

Mr. Law wants Lauren to move up to driving a tractor. Mr. Vincent made a motion to give her a raise of \$1.00 per hour, effective immediately. Mr. Law seconded that motion and same was unanimously passed. The board agreed that James Palmer will move into Lauren's position and will start at \$14 per hour which will be increased to \$15 per hour after his ninety (90) day probation period is over. *Mr. Law made a motion to move money from infrastructure to payroll to cover the new employee replacing Lauren. Mr. Vincent seconded that motion and same was unanimously passed.*

The board discussed which mower they will purchase and agreed on the bushhog. *Mr. Law made a motion to purchase the bushhog mower, based on the quote Mr. Sensaboy obtained. Mr. Teardo seconded that motion and same was unanimously passed.*

The board discussed the issues with the health insurance company the District currently has its employees health insurance through. Mr. Sensaboy is currently looking for a different

company. Mr. Law stated as to the employees who have not taken the health insurance offered by the District, those employees should be given a raise to offset the difference. A landowner, who used to work for Blue Cross Insurance, stated that typically the insurance company will have any employee who does not want the insurance sign a form opting out of the plan. She stated it's not a good idea to give those employees a raise, as it can cause issues in the future if those employees decide later on they want the insurance.

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).

SUPERINTENDENT'S REPORT

Mr. Sensaboy updated the chart to reflect he's up to 310th Street with the ditch cleaning.

APPROVAL OF MINUTES & WARRANTS

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

The next regular board meeting is scheduled for April 14, 2022 at 6:30 p.m.. This meeting was recessed at 7:30 p.m. and will continue tomorrow at 2:00 p.m. at the District office.

The meeting was reconvened on Friday, April 15, 2022 at 2:00 p.m. at the District office. The board traveled to different areas within the District to view various projects and areas that need to be worked on.

This meeting was adjourned at 3:00 p.m.

**NOTICE OF MEETING OF THE
COQUINA WATER CONTROL DISTRICT**

THE BOARD OF SUPERVISORS FOR COQUINA WATER CONTROL DISTRICT WILL HOLD ITS REGULAR MONTHLY MEETING ON THURSDAY, MAY 12, 2022 AT 6:30 P.M. AT THE DISTRICT OFFICE, 17429 NW 242 STREET, OKEECHOBEE, FLORIDA ND 34972. A COPY OF THE PROPOSED AGENDA MAY BE OBTAINED UPON REQUEST FROM THE UNDERSIGNED. 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 APPEAL IS 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.

MICHAEL VINCENT
CHAIRMAN OF THE BOARD OF SUPERVISORS
17429 NW 242ND STREET
OKEECHOBEE, FL 34972
(863) 763-4601
537251 ON 5/4/2022