

**COQUINA WATER CONTROL DISTRICT
BOARD OF SUPERVISORS MEETING
& ZOOM VIDEO CONFERENCE
17429 NW 242ND STREET (FIELD OFFICE)
OKEECHOBEE, FL 34972**

March 13, 2025

BOARD MEETING AGENDA

#1 CALL MEETING TO ORDER

#2 ESTABLISH A QUORUM / ROLL CALL

#3 APPROVAL OF WARRANTS & MINUTES FROM MARCH 2024

#4 LANDOWNER COMMENTS OR CONCERNS

#5 REPORT FROM ENGINEER

#6 REPORT FROM SUPERINTENDENT

#7 OLD BUSINESS

#8 NEW BUSINESS

#9 REPORT FROM ACCOUNTANT

#10 REPORT FROM ATTORNEY

#11 SCHEDULE NEXT MEETING FOR APRIL 10, 2025

#12 ADJOURN

**MINUTES OF REGULAR MEETING
BOARD OF SUPERVISORS
COQUINA WATER CONTROL DISTRICT
HELD ON FEBRUARY 13, 2024**

Pursuant to published notice, the Board of Coquina Water Control District (referred to herein as the “District”) held its meeting on February 13, 2025, at the District Office, located at 17429 NW 242nd Street, Okeechobee, FL 34972. Zoom teleconference was available.

#1 – CALL MEETING TO ORDER:

Chairman and Supervisor, Jeff Hubbard, called the meeting to order at 6:40 p.m.

#2 – ESTABLISH A QUORUM / ROLL CALL:

A quorum was established with the following attendees:

Chairman and Supervisor, Jeff Hubbard

Board Treasurer and Supervisor, Sean Wilcox

Secretary and Supervisor, Tonya Schumacher

Office Manager and Acting Superintendent, Brandon Mills

General Counsel, Scott W. Fitzpatrick, Esq.

Several landowners/attendees

#3 – APPROVAL OF PREVIOUS MINUTES:

Chairman and Supervisor, Jeff Hubbard, asked the Board if they have received a copy of the draft minutes from the May 2024 through January 2025 Board meetings. Board discussion followed regarding the draft minutes.

Motion to Approve Board Meeting Minutes made by Secretary and Supervisor, Tonya Schumacher. Seconded by Chairman and Supervisor, Jeff Hubbard. Motion passed unanimously.

#4 – LANDOWNER COMMENTS OR CONCERNS:

Several landowners commented on the District’s employee discipline policies and procedures and employees recently written up for alleged misconduct. Discussion ensued. Rick Polak addressed the Board regarding the alleged misconduct.

Motion to For AJ Gilliard to retain his employment with the District, subject to satisfactory completion of a probation period of 30 days, made by Secretary and Supervisor, Tonya Schumacher. During this period, AJ Gilliard will take inventory in the shop in addition to his normal duties. Seconded by Chairman and Supervisor, Jeff Hubbard. Motion passed unanimously.

Motion for Joe Crooks' probation period of 90 days be reduced to 30 days, made by Secretary and Supervisor, Tonya Schumacher. During this period, Joe Crooks will complete 20 hours of online grader training and will be responsible for tracking maintenance. Seconded by Chairman and Supervisor, Jeff Hubbard. Motion passed unanimously.

Motion for Guy Dipert, Dalton Bornheimer, Marlon Burdette, Brandon Mills, and Landyn Jones to receive \$1 per hour raise, made by Chairman and Supervisor, Jeff Hubbard. Seconded by Secretary and Supervisor, Tonya Schumacher. Chairman and Supervisor, Jeff Hubbard, and Secretary and Supervisor, Tonya Schumacher, voted in favor of the motion, and Board Treasurer and Supervisor, Sean Wilcox, voted in opposition to the motion. As a result, the motion passed.

Motion to move meetings to 10 am in the morning, made by Chairman and Supervisor, Jeff Hubbard. Seconded by Secretary and Supervisor, Tonya Schumacher. Discussion ensued. Board Treasurer and Supervisor, Sean Wilcox, opposed the motion. Motion was withdrawn by Chairman and Supervisor, Jeff Hubbard., before vote.

Motion to hire David France as Coquina WCD Superintendent at \$70,000 salary, made by Chairman and Supervisor, Jeff Hubbard. Seconded by Board Treasurer Supervisor, Sean Wilcox. Motion passed unanimously.

Motion to hire Steven Dobbs from Newlines Engineering & Survey, made by Chairman and Supervisor, Jeff Hubbard. Seconded by Board Treasurer Supervisor, Sean Wilcox. Motion passed unanimously.

#5 – REPORT FROM ENGINEER:

The engineer was not present.

#6 – REPORT FROM SUPERVISOR(S)/SUPERINTENDENT/OFFICE MANAGER:

Office Manager and Acting Superintendent, Brandon Mills, reported there has been 23 work order requests since last Board Meeting. Eight of these work orders remain open due to ongoing excavator repairs and needed input from engineer. Also, recent rainfall has presented challenges and contributed to delay in completing of open work orders. Attorney has prepared draft agreement with landowner for shell. The District is waiting on response from landowner. Last week, there was an initial walk through with EGIS (new insurance company). We are waiting on their report as to potential OSHA compliance issues.

#7 – OLD BUSINESS:

Chairman and Supervisor, Jeff Hubbard, asked Board Treasurer and Supervisor, Sean Wilcox, if there was an update on the development of a new culvert permit procedure. Board Treasurer and Supervisor, Sean Wilcox, replied there is no update but he will work on it.

Secretary and Supervisor, Tonya Schumacher, mentioned the District is trying to obtain refund from Blue Cross Blue Shield for overpayments.

Office manager, Brandon Mills, stated that the Zoom issues have been fixed and reinstated for the board meetings.

The forensic accounting is still ongoing currently.

#8 – NEW BUSINESS:

Chairman and Supervisor, Jeff Hubbard, stated he would like to explore the option of spraying to reduce vegetation in the canals.

Chairman and Supervisor, Jeff Hubbard, discussed the option of sub-contracting out work to be completed for C Canal and 2-5 Bridge repair.

#9 – REPORT FROM ACCOUNTANT:

The accountant was not present.

#10 – REPORT FROM ATTORNEY:

The attorney was present and had no further comment other than those shared during portions of the meeting described as #4 and #7 above.

#11 – SCHEDULED NEXT MEETING:

Thursday, March 13, 2025 @ 6:30 p.m.

#12 – ADJOURNED:

The meeting was adjourned at 8:20 pm.

Respectfully submitted by:

Jeff Hubbard, Chairman and Supervisor

Coquina Water Control District

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

October 2024 - February 2025

	TOTAL		
	ACTUAL	BUDGET	REMAINING
Income			
600 Assessments-prior		0.00	0.00
601 Assessments-current	689,134.19	472,014.60	-217,119.59
601.1 Estimated nonpayment of assessments		-14,097.90	-14,097.90
602 Discounts & commissions	-18,183.01	-9,583.35	8,599.66
603 Interest income	6,094.43	4,166.65	-1,927.78
Total Income	\$677,045.61	\$452,500.00	\$ -224,545.61
Expenses			
700 Supervisor's mileage	73.03		-73.03
701 Supervisor's fees	450.00	2,083.35	1,633.35
702 Legal & consulting fees	29,212.58	16,666.65	-12,545.93
703 Auditing	13,200.00	5,708.35	-7,491.65
704 Clerical fees	50.00		-50.00
705 Accounting	22,675.00	17,500.00	-5,175.00
706 Telephone	376.07		-376.07
707 Office	4,601.70	3,333.35	-1,268.35
851 Supervisor	150.00		-150.00
861 Salaries & wages	153,894.01	202,083.35	48,189.34
874 FRS contribution Expense	21,707.03	29,166.65	7,459.62
875 Payroll taxes	11,926.76	17,500.00	5,573.24
876 Health, disability & dental insurance	21,782.69	30,833.35	9,050.66
878 Engineering	7,000.00	13,333.35	6,333.35
880 Utilities	2,082.50	3,833.35	1,750.85
887 Insurance	16,657.14	27,916.65	11,259.51
919 Uniforms	1,078.15	2,145.85	1,067.70
920 Fuel	37,338.94	41,666.65	4,327.71
921 Parts/shop supplies	22,881.81		-22,881.81
923 R/M & Waste Management	6,739.19	66,666.65	59,927.46
924 Outside Repairs	6,441.03		-6,441.03
926 Equipment rental	2,237.61		-2,237.61
927 Contingency		4,166.65	4,166.65
942 Miscellaneous	1,112.21		-1,112.21
Unapplied Cash Bill Payment Expense	0.00		0.00
Uncategorized Expense	80.53		-80.53
Total Expenses	\$383,747.98	\$484,604.20	\$100,856.22
NET OPERATING INCOME	\$293,297.63	\$ -32,104.20	\$ -325,401.83
Other Expenses			
955 Equipment purchases/major repairs/building	5,000.00	4,166.65	-833.35
956 Infrastructure/major equip purchases		52,083.35	52,083.35
965 Title search & surveyor		4,166.65	4,166.65
Total Other Expenses	\$5,000.00	\$60,416.65	\$55,416.65
NET OTHER INCOME	\$ -5,000.00	\$ -60,416.65	\$ -55,416.65

Coquina Water Control District

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

October 2024 - February 2025

	TOTAL		
	ACTUAL	BUDGET	REMAINING
NET INCOME	\$288,297.63	\$ -92,520.85	\$ -380,818.48