

**MINUTES OF REGULAR MEETING  
BOARD OF SUPERVISORS  
COQUINA WATER CONTROL DISTRICT  
HELD ON MARCH 13, 2025**

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

**#1 – CALL MEETING TO ORDER:**

Chairman and Supervisor, Jeff Hubbard, called the meeting to order.

**#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  
Superintendent, Dave France  
Attorney Scott Fitzpatrick  
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 February 2025 meeting.

***Motion to Approve Board Meeting Minutes made by Chairman and Supervisor, Jeff Hubbard. No second. Motion failed.***

**#4 – LANDOWNER COMMENTS OR CONCERNS:**

Landowner raised inaudible concern. Secretary and Supervisor, Tonya Schumacher advised the Interlocal Agreement was null and void based on communication between Attorney Scott Fitzpatrick and the County Attorney.

**#5 – REPORT FROM ENGINEER:**

Engineer, Steve Dobbs, advised since this is his first meeting he doesn't have much to share. He advised he pulled and reviewed mining permit and would help Superintendent, Dave France, get that set up. Existing mining permit expires in approximately 2040. Engineer provided background on his experience and qualifications. The Board and Engineer discussed wetlands. Board Treasurer and Supervisor, Sean Wilcox, asked if the Engineer had formed a preliminary opinion. The Engineer commented he did go over and look at the Bass Ranch to the west and what the impacts of water flow and irrigation. He also advised he

recently attended a conference where he learned that there was \$600 million worth of grants available. Discussion regarding other communities that he does work for. Advised that they would not be able to fix everything in the community this year but would work to resolve whatever possible and prudent. The Board engaged in discussion regarding grants.

#### **#6 – REPORT FROM SUPERINTENDENT:**

Superintendent, Dave France, reported he is working on a list of active and open permits to provide to Engineer. He will be working with Engineer on open permits. He has been having the guys work on maintenance while he works on this. Superintendent, Dave France, stated the District could use additional equipment. He is waiting on Cat, Synergy, and Ringpower for quotes on equipment. He is exploring long term rentals which would cover maintenance and repairs, if needed. The Board held a discussion with Superintendent, Dave France, regarding the same. He advised the District needs a trailer to haul items and materials. Chairman and Supervisor, Jeff Hubbard, instructed Superintendent, Dave France, to obtain quotes and present the same to the Board. Chairman and Supervisor, Jeff Hubbard, asked what the top priority was for new equipment. Superintendent, Dave France, advised that the long stick was number one and grader was number two, so the crew could be separated into two teams to complete work. Landowner suggested checking into prior military equipment. The Board continued its discussion regarding equipment needs and options.

#### **#7 – REPORT FROM OFFICE MANAGER**

Office Manager, Brandon Mills, advised there was not much of an update from the last meeting.

#### **#8 – OLD BUSINESS:**

Board Treasurer and Supervisor, Sean Wilcox, advised the owner of the shell rock requested contractual revisions that were reasonable. He advised that he would send them to Attorney Scott Fitzpatrick for preparation. He further advised that the shell rock owner did not like the 6 month date, but would prefer 60 days and would approve it for longer, if necessary. The Board discussed contractual revisions, width of roads, and amount of loads of shell.

Chairman and Supervisor, Jeff Hubbard, advised the auditor started its work on Friday, January 31, 2025. Secretary and Supervisor, Tonya Schumacher, commented she spoke with Brandon Mills about possibly setting up a workshop and having the accountant attend regarding billing issues and potentially getting Attorney Scott Fitzpatrick involved.

#### **#9 – NEW BUSINESS:**

Superintendent, Dave France, advised there has been a maintenance position open for a long time with little interest, and he had an employee express interest in the position. He recommended moving him to that position from his current position mowing. Chairman and

Supervisor, Jeff Hubbard, advised that the decision was Superintendent Dave France's decision to make. The Board conducted a discussion regarding whether to move the employee to new position or keep him in his current position.

Chairman and Supervisor, Jeff Hubbard, advised any budgeted increases or changes will need to be completed by June or July, 2025. Chairman and Supervisor, Jeff Hubbard, advised the money market account is only making a small return each month. Board Treasurer and Supervisor, Sean Wilcox, commented the money market account is intended to be a safety net. The Board conducted a discussion regarding protected accounts versus unprotected accounts.

Chairman and Supervisor, Jeff Hubbard, discussed making a motion to purchase fire proof cabinets. The Board held a discussion regarding potentially hiring someone to scan District files and timeline for keeping paper files.

Inaudible discussion regarding how the District obtained the grader. Chairman and Supervisor, Jeff Hubbard, commented he was told the grader was donated by the county to maintain roads. The Board's discussion regarding the grader continued. Officer Manager, Brandon Mills, agreed to research issue and report back to the Board.

Supervisor, Sean Wilcox, advised Secretary and Supervisor, Tonya Schumacher, notified him that because he doesn't live more than 10 miles away, he can't get mileage reimbursement. He will determine the amount he has been paid for mileage and will reimburse the District. The Board held a discussion regarding same.

**#10 – REPORT FROM ACCOUNTANT:**

The accountant was not present.

**#11 – REPORT FROM ATTORNEY:**

The attorney had no additional report other than comments previously made during meeting.

**#12 – SCHEDULED NEXT MEETING:**

Thursday, May 8, 2025 @ 6:30 p.m.

**#13 – ADJOURNED:**

The meeting was adjourned at 7:49 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             |
| <b>Income</b>                                  |                     |                      |                       |
| 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             |
| <b>Total Income</b>                            | <b>\$677,045.61</b> | <b>\$452,500.00</b>  | <b>\$ -224,545.61</b> |
| <b>Expenses</b>                                |                     |                      |                       |
| 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                |
| <b>Total Expenses</b>                          | <b>\$383,747.98</b> | <b>\$484,604.20</b>  | <b>\$100,856.22</b>   |
| <b>NET OPERATING INCOME</b>                    | <b>\$293,297.63</b> | <b>\$ -32,104.20</b> | <b>\$ -325,401.83</b> |
| <b>Other Expenses</b>                          |                     |                      |                       |
| 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              |
| <b>Total Other Expenses</b>                    | <b>\$5,000.00</b>   | <b>\$60,416.65</b>   | <b>\$55,416.65</b>    |
| <b>NET OTHER INCOME</b>                        | <b>\$ -5,000.00</b> | <b>\$ -60,416.65</b> | <b>\$ -55,416.65</b>  |

# Coquina Water Control District

Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

October 2024 - February 2025

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