

**MINUTES OF REGULAR MEETING
BOARD OF SUPERVISORS
COQUINA WATER CONTROL DISTRICT
HELD ON MAY 8, 2025**

Pursuant to published notice, the Board of Coquina Water Control District (referred to herein as the "District") held its meeting on May 8, 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 6:30 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

Several landowners/attendees

#3 – DISCUSSION REGARDING EMPLOYEE RAISES, FILLING OPEN POSITION, AND PREPARATION OF MINUTES:

Secretary and Supervisor, Tonya Shumacher, advised she did not hear mention of giving raises in audio of previous meeting. Chairman and Supervisor, Jeff Hubbard, asked if the Board wanted to make a motion for Attorney Scott Fitzpatrick to oversee the preparation of the minutes. Board discussion regarding (1) placing of advertisement to fill open position and (2) who should prepare minutes of meetings.

Chairman and Supervisor, Jeff Hubbard, inquired about placing advertisement for office staff member. Board Treasurer and Supervisor, Sean Wilcox, indicated he would like to have advertisement placed. Secretary and Supervisor, Tonya Schumacher, advised (1) Brandon Mills was previously placing advertisement on Indeed, and (2) a full-time person was not necessary. Discussions continued regarding whether Superintendent, David France, should continue to perform the tasks or hire someone. All agreed there should be separation of the jobs. Board Treasurer and Supervisor, Sean Wilcox, advised the new hire should prepare job description. Chairman and Supervisor, Jeff Hubbard, agreed to advise David France to place ad.

#4 – APPROVAL OF PREVIOUS MINUTES:

Chairman and Supervisor, Jeff Hubbard, asked the Board if they have received a copy of the draft minutes from the previous Board meeting. Board discussion followed regarding the draft minutes. The previous minutes had not been prepared.

#5 – LANDOWNER COMMENTS OR CONCERNS:

Landowner stated there has been no update in three months regarding forensics and requested update. Board Treasurer and Supervisor, Sean Wilcox, advised he has spoke with the auditor two weeks ago and he is almost done with interviews, some of the most important interviews are not completed. Further, the auditor has not been requested to attend the meetings because they charge for the same. Chairman and Supervisor, Jeff Hubbard, commented he also spoke with the auditor who indicated that 7 more boxes of materials were discovered. Board Treasurer and Supervisor, Tonya Schumacher, commented the boxes came from the accounting office and still needed to be reviewed.

The Board held a discussion regarding equipment. Supervisor, Sean Wilcox, commented he would to see the District purchase another grader in the future as budgeting permits.

The Board held a discussion regarding the potential of employee backpay and raises. Chairman and Supervisor, Jeff Hubbard, commented that “you brought up wanting back pay and we spoke about it, then you brought other guys and walked off the job or were sent home.” Board Treasurer and Supervisor, Sean Wilcox, commented that it came out at the last meeting that Brandon Mills authorized the employees leaving the job. Board Treasurer and Supervisor, Sean Wilcox, responded that Chairman and Supervisor, Jeff Hubbard, wanted to reward those who didn’t walk off, and they received the increase at that time. Chairman and Supervisor, Jeff Hubbard, indicated conditions were established for probation and inquired whether the conditions were met. Secretary and Supervisor, Tonya Schumacher, indicated that it later came out the guys were given the option to stay or go home, and some of them chose to go home so they didn’t “walk off the job.” Board Treasurer and Supervisor, Sean Wilcox, stated a gentleman was supposed to show up and train the employees because they were reprimanded the day before for completing tasks incorrectly, but he didn’t show up. They didn’t want to complete the tasks incorrectly, so Brandon Mills gave them the option to go home. Board Treasurer and Supervisor, Sean Wilcox, viewed the situation as a misunderstanding. Secretary and Supervisor, Tonya Schumacher, indicated she believes the write ups should be removed from the employee files. Board Treasurer and Supervisor, Sean Wilcox, indicated the Superintendent is coming up with a pay structure. Discussions continued regarding when \$1 raise should be in effect for Joe.

Motion to remove write up/probation documents from AJ Gilliard and Joe Crooks employee files made by Secretary and Supervisor, Tonya Schumacher. Seconded by Board Treasurer and Supervisor, Sean Wilcox. Motion passed unanimously.

Landowner raised concerns regarding four-wheeler safety on roads and installation of stop signs. Secretary and Supervisor, Tonya Schumacher, advised that according to documents reviewed, the District could not spend money outside of their authorized scope of work. Discussion continued. Secretary and Supervisor, Tonya Schumacher, recommended the District seek counsel on the issue. Board Treasurer and Supervisor, Sean Wilcox, advised he

would reach out to Attorney Scott Fitzpatrick and requested Secretary and Supervisor, Tonya Schumacher, reach out to the Department of Transportation regarding relevant regulations.

#6 – REPORT FROM ENGINEER:

The engineer was not present.

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

Superintendent was not present. Office manager position was vacant.

#8 – OLD BUSINESS:

Landowner inquired regarding the moving of shell rock. Board Treasurer and Supervisor, Sean Wilcox, there are a couple options. Because it is wider than 24 feet, it is necessary to either bring in both sides to make the middle or shell it off. The shell costs time and labor but not material. If it is sodded, the sod has to be bought. Landowner expressed that four wheelers and rain would damage sod. Secretary and Supervisor, Tonya Schumacher, agreed.

Chairman and Supervisor, Jeff Hubbard, mentioned Attorney Scott Fitzpatrick is concerned about the bill pay issue. Secretary and Supervisor, Tonya Schumacher, advised she reached out to two other districts who use the bill pay system. Continued discussion regarding current process for bill paying. Discussion regarding new telephone for Brandon Mills and whether anyone had reviewed the full telephone bill before paying online and whether a contract was entered into for the new phone. Discussion progressed to the cost of the services provided by Verizon.

Board Treasurer and Supervisor, Sean Wilcox, mentioned the possibility of increasing taxes. He would like to look at budget to determine if there would be a surplus to determine if a special assessment would be necessary. He will be researching the possibility of a grant, but the cost for grant writing would be an approximately \$35,000-\$45,000 investment for a \$100,000 - \$1 million grant, which would assist with the purchase of a grader, etc., but the special assessment would raise the capital necessary to fund the grant writing. Landowner inquired if the capital could come out of the grant. Secretary and Supervisor, Tonya Schumacher, suggested getting quotes from additional companies from grant writers. Landowner questioned money spent on non-necessary items, such as attorneys' fees that could be used for other expenses. Chairman and Supervisor, Jeff Hubbard, explained counsel was only sought when necessary and for specific issues. The Board continued its discussion regarding legal fees.

#9 – NEW BUSINESS:

Board Treasurer and Supervisor, Sean Wilcox, discussed he would like to see each landowner pay for their trash pick up. The Board discussed a couple options of how that

might work and how the budget would be affected. Secretary and Supervisor, Tonya Schumacher, advised this is an issue to address with Waste Management, and Board Treasurer and Supervisor, Sean Wilcox, disagreed. The discussion continued regarding this issue and the cost associated. Secretary and Supervisor, Tonya Schumacher, mentioned having a county commissioner to attend the next meeting to hear concerns regarding trash and dumping.

Chairman and Supervisor, Jeff Hubbard, asked if the Board had looked over the paperwork for purchasing equipment. Board Treasurer and Supervisor, Sean Wilcox, indicated he had but there were many differences in price, etc., and wasn't sure if the District wanted to buy equipment or if there were other options. Landowners and/or employees offered input on brand options. Continued discussion regarding prices and options. Board Treasurer and Supervisor, Jeff Hubbard, asked for clarification on what jobs equipment can perform to ensure that the District is purchasing equipment that can be used on various job. Landowner inquired whether they could get by with spending the money to repair existing machinery versus purchasing equipment. The Board continued its discussion regarding this issue.

Motion to purchase equipment made by Chairman and Supervisor, Jeff Hubbard. Seconded by Board Treasurer and Supervisor, Sean Wilcox. Motion passed unanimously.

Discussion with Board and landowners regarding right of way and easements for performing work.

#10 – REPORT FROM ACCOUNTANT:

The accountant was not present.

#11 – REPORT FROM ATTORNEY:

Attorney Scott Fitzpatrick was not requested to attend the meeting and, thus, was not present.

#12 – SCHEDULED NEXT MEETING:

Thursday, June 12, 2025 @ 6:30 p.m.

#13 – ADJOURNED:

The meeting was adjourned.

Respectfully submitted by:

Jeff Hubbard, Chairman and Supervisor