

NOTICE AND AGENDA
CEDAR KEY WATER & SEWER DISTRICT
510 THIRD STREET, CEDAR KEY, FL 32625

REGULAR MEETING
September 9, 2019, 5:01 P.M.

1. Call to order.
2. Pledge and Prayer.
3. Adoption of Agenda.
4. Adoption of Tentative Millage Rate

RESOLUTION NO: 2019-04 (1)

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT;
ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR
FISCAL YEAR 2019-2020; AND ESTABLISHING AN EFFECTIVE DATE.

5. Adoption of Tentative Budget (*Budget with Notes 2-4*)

RESOLUTION NO: 2019-05 (5-10)

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT;
ADOPTING THE TENTATIVE BUDGET FOR FISCAL YEAR 2019-2020; AND
ESTABLISHING AN EFFECTIVE DATE.

6. Adoption of Rates

RESOLUTION NO: 2019-03 (11-13)

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT
AMENDING RATES FOR WATER AND SEWER CHARGES; PROVIDING
INSTRUCTIONS TO THE CODIFIER; AND ESTABLISHING AN EFFECTIVE
DATE.

7. Public Input.
8. Approval of minutes of August 12, 2019, Regular Board meeting. (14-17)
9. Financial Reports: Balance Sheet; Budget Report; Checkbook Activity; Past Due Accounts Report; Employee Leave (18-29).
10. Bill Adjustment Request: Nancy Sera (30-32)
11. General Manager Report (33).
12. Commissioner Comments.
13. Public Input.
14. Adjourn.

All persons are advised that if they decide to appeal any decision made at the above-referenced public hearing, they will need a record of the proceedings, and that, for such purpose, they may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal will be based.

RESOLUTION NO: 2019-04

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT; ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR FISCAL YEAR 2019-2020; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Cedar Key Water and Sewer District in Levy County, Florida, on September 9, 2019, held a public hearing as required by Section 200.65, Florida Statutes, for the setting of the tentative millage rate for Fiscal Year 2019-2020; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Levy County, Florida, has been certified by the County Property Appraiser to the Cedar Key Water and Sewer District as \$177,912,079.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT:

Section 1. The Fiscal Year 2019-2020 tentative operating millage shall be 1.2000 mills which is 3.91% higher than the rolled-back rate of 1.1548 mills.

Section 2. This Resolution shall take effect upon final adoption.

Passed by a vote of _____ to _____ on the 9th day of September, 2019, at _____ p.m.

CEDAR KEY WATER
AND SEWER DISTRICT

BY: _____
Stephen Rosenthal, Chairperson

ATTEST:

(SEAL)

Ann Richburg, Secretary

CEDAR KEY WATER AND SEWER DISTRICT

2019-2020 BUDGET: DRAFT 9.9.19 (3% Increase in Gallons and Small Bases; Same Millage)

ACCT	NAME	2019 BUDGET	2019 ACTUAL	2020 PROPOSED	NOTES
INCOME					
305	Water Charges	445,000	441,291	459,000	3% increase Small Bases and Gallons
310	Sewer Charges	389,000	368,237	402,000	3% increase in Small Bases and Gallons
315	Ad Valorem Tax	203,712		213,000	Same Millage: 1.2000; Higher Taxable Value
325	Penalties	2,000	3,525	2,500	
330	Earned Interest	12	21	20	
335	New Meter Charges	2,000	900	1,000	
340	Rent	4,600	6,400	16,500	Rent: NexTower: 10,800; Next Edge: 1,200; Bright House: 4,500
350	Miscellaneous	500	6,585	3,500	Sale of Saturn: \$3,000
360	Carry Forward	50,000		50,000	A conservative estimate.
365	Meter Installation	1,000	540	1,000	
382	Grant: Legislative 2016	180,000	50,000	50,000	
	TOTAL INCOME	\$1,097,824	\$877,499	\$1,198,520	
EXPENSE					
	GENERAL ADMINISTRATIVE				
	Payroll				
510.01	Salaries	219,200	254,343	232,522	With 3% COL and 3% Overtime
510.02	Social Security/Medicare	16,800	18,906	17,787	With 3% COL and 3% Overtime
510.03	Retirement	27,300	28,320	29,174	With 3% COL and 3% Overtime
510.04	Health, Dental, Life, Vision	51,400	51,400	51,400	Health: 50,124; Dental: 445; Life: 281; Vision: 546
510.05	Workers Compensation	6,600	8,222	8,000	
	Total Payroll	321,300		338,883	
	Office				
520.01	Supplies	2,000	1,554	2,000	
520.02	Postage and Shipping	6,000	3,970	4,500	
520.03	Copier, Comp., Billing, Etc.	4,500	5,767	6,000	
520.04	Printing and Copying	1,500	1,005	1,500	
	Total Office	14,000		14,000	
	Utilities				
530.01	Fuel for Equipment	6,000	6,429	6,500	
530.02	Solid Waste Disposal	1,700	2,224	2,250	
530.03	Telephone	9,000	7,928	8,000	
	Total Utilities	16,700		16,750	
	Professional Fees				
540.01	Audit and Accounting	17,000	17,750	18,000	
540.02	Management/Legal	54,000	54,000	60,000	\$500/month increase for JKM
540.03	Property Appraiser's Fee	6,000	6,000	6,000	
540.04	Water/Wastewater Operator	5,000	1,898	5,000	Continue TwoFold Contract
	Total Professional Fees	82,000		89,000	
	General Repair and Maintenance				
550.01	Vehicle	4,000	5,490	25,000	Includes 1 new pick up.
550.02	Equipment and Tools	55,000	1,650	52,000	Includes purchase of vacuum trailer.
550.03	Building	35,000	216	2,000	2019 included rehab of office/WWTP bldg.
550.04	Supplies	2,500	1,983	2,500	
550.05	New Tools	4,000	2,945	4,000	
	Total General R & M	100,500		85,500	
	Other				
560.01	Property/Liability Ins.	43,300	43,000	43,300	
560.02	Election Expenses	1,000	0	1,000	
560.03	Continuing Education	1,800	1,178	1,800	
560.04	Annual Fees and Dues	2,000	1,832	2,000	
560.05	Ads and Publications	500	960	750	
560.06	Miscellaneous	2,000	1,130	2,000	
560.07	Contingency	17,124	-	16,012	Odd number to achieve balanced budget.
	Total Other	67,724		66,862	
570	Capital Expenditures	0	0	0	
	Total Capital Expenditures	0	0	0	
	TOTAL GENERAL ADMINISTRATIVE	\$602,224	\$530,100	\$610,995	

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ACCT	NAME	2019 BUDGET	2019 ACTUAL	2020 PROPOSED	NOTES
	DIRECT WATER EXPENSES				
	Chemicals and Filters				
610.01	Chemicals	40,000	57,017	60,000	
610.02	Miex Resin	36,000	0	36,000	
610.03	TwinOxide Installation, Rent, Chemicals	90,000	90,000	74,000	
610.04	RO Filters and Membranes	0	0	0	
	Total Chemicals and Filters	166,000		170,000	
	Laboratory				
620.01	In House Lab	1,000	870	1,000	
620.02	Outside Lab	2,500	1,613	2,500	
620.03	Instrument Calibration	3,500	3,500	3,500	
	Total Laboratory	7,000		7,000	
	Regulatory				
630.01	Permits	1,000	650	1,000	
	Total	1,000		1,000	
	Repairs and Maintenance				
640.01	Piping and Distribution	15,000	22,445	20,000	
640.02	Equipment	25,000	7,494	15,000	
640.03	Building and Grounds	3,000	0	3,000	
640.04	Water Tower Maintenance	35,500	35,500	35,500	
640.05	Generators: Annual Maintenance	2,250	2,250	2,250	
	Total R & M	80,750		75,750	
	Utilities				
650.01	Electric	20,000	18,456	20,000	
650.02	Propane	400	583	600	
650.03	Telephone	2,000	3,610	3,500	
	Total Utilities	22,400		24,100	
	Other				
660.01	Professional Fees: Misc	90,000	90,000		
660.04	Professional Fees: Water Plant				
660.20	Contingency	9,500	0	20,000	
	Total Other	99,500		20,000	
	Capital Expenditures				
670.02	Water Plant Construction	0		0	
	Total Capital Expenditures	0		-	
	Loans				
680.05	RD--Water System Interest	31,000	31,000	31,000	
680.06	RD--Water System Principal	16,000	16,000	17,000	
	Total Loans	47,000		48,000	
	TOTAL DIRECT WATER EXPENSES	\$423,650	\$380,988	\$345,850	

ACCT	NAME	2019 BUDGET	2019 ACTUAL	2020 PROPOSED	NOTES
	DIRECT WASTEWATER EXPENSES				
	Chemicals and Filters				
710.01	Chemicals	36,000	27,102	30,000	
	Total Chemicals and Filters	36,000		30,000	
	Laboratory				
720.01	In House Lab	1,500	900	1,500	
720.02	Outside Lab	13,000	8,370	13,000	Added: \$2,300 for mileage.
720.03	Instrument Calibration	3,600	3,600	3,600	
	Total Laboratory	18,100		18,100	
	Regulatory				
730.01	Permits	200	1,000	200	High amount last year for WWTP 5-year permit.
730.02	Biosolids Hauling	45,000	48,510	50,000	
	Total Regulatory	45,200		50,200	
	Repairs and Maintenance				
740.01	Piping and Distribution	5,000	6,885	6,000	
740.02	Equipment	15,000	26,721	25,000	
740.03	Building and Grounds	1,000	0	60,000	Includes repairs to WWTP.
740.04	Generator: Annual Maintenance	1,150	1,375	1,375	
	Total R & M	22,150	34,981	92,375	
	Utilities				
750.01	Electric	20,000	27,453	30,000	
750.02	Propane	1,000	512	1,000	
	Total Utilities	21,000		31,000	
	Other				
760.01	Professional Fees: WWTP Permit Renewal	0	2,000	0	
760.02	Contingency	9,500	0	20,000	
	Total Other	9,500		20,000	
770	Capital Expenditures				
770.01	Bridge 1, 2, 3, Drills	100,000		-	
	Total Capital Expenditures	100,000			
	TOTAL DIRECT WASTEWATER EXPENSES	\$251,950	\$154,428	\$241,675	
	TOTAL EXPENSES	\$1,277,824	\$1,065,516	\$1,198,520	
	SURPLUS/DEFICIT	-\$180,000	-\$188,017	\$0	

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RESOLUTION NO: 2019-05

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT; ADOPTING THE TENTATIVE BUDGET FOR FISCAL YEAR 2019-2020; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Cedar Key Water and Sewer District in Levy County, Florida, on September 9, 2019, held a public hearing as required by Section 200.65, Florida Statutes, for the adoption of the Tentative Budget for Fiscal Year 2019-2020; and

WHEREAS, the Cedar Key Water and Sewer District set forth the appropriations and revenue estimate for the Budget for the Fiscal Year 2019-2020 in the amount of \$1,198,520.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT:

Section 1. The Fiscal Year 2019-2020 Tentative Budget, attached hereto, shall be adopted.

Section 2. This Resolution shall take effect upon final adoption.

Passed by a vote of _____ to _____ on the 9th day of September, 2019, at _____ p.m.

CEDAR KEY WATER
AND SEWER DISTRICT

BY: _____
Stephen Rosenthal, Chairperson

ATTEST:

(SEAL)

Ann Richburg, Secretary

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CEDAR KEY WATER AND SEWER DISTRICT**TENTATIVE 2019-2020 BUDGET**

ACCT	NAME	AMOUNT
INCOME		
305	Water Charges	459,000
310	Sewer Charges	402,000
315	Ad Valorem Tax	213,000
325	Penalties	2,500
330	Earned Interest	20
335	New Meter Charges	1,000
340	Rent	16,500
350	Miscellaneous	3,500
360	Carry Forward	50,000
365	Meter Installation	1,000
382	Grant: Legislative 2016	50,000
TOTAL INCOME		\$1,198,520
EXPENSE		
GENERAL ADMINISTRATIVE		
Payroll		
510.01	Salaries	232,522
510.02	Social Security/Medicare	17,787
510.03	Retirement	29,174
510.04	Health, Dental, Life, Vision	51,400
510.05	Workers Compensation	8,000
Total Payroll		338,883
Office		
520.01	Supplies	2,000
520.02	Postage and Shipping	4,500
520.03	Copier, Comp., Billing, Etc.	6,000
520.04	Printing and Copying	1,500
Total Office		14,000

ACCT	NAME	AMOUNT
	Utilities	
530.01	Fuel for Equipment	6,500
530.02	Solid Waste Disposal	2,250
530.03	Telephone	8,000
	Total Utilities	16,750
	Professional Fees	
540.01	Audit and Accounting	18,000
540.02	Management/Legal	60,000
540.03	Property Appraiser's Fee	6,000
540.04	Water/Wastewater Operator	5,000
	Total Professional Fees	89,000
	General Repair and Maintenance	
550.01	Vehicle	25,000
550.02	Equipment and Tools	52,000
550.03	Building	2,000
550.04	Supplies	2,500
550.05	New Tools	4,000
	Total General R & M	85,500
	Other	
560.01	Property/Liability Ins.	43,300
560.02	Election Expenses	1,000
560.03	Continuing Education	1,800
560.04	Annual Fees and Dues	2,000
560.05	Ads and Publications	750
560.06	Miscellaneous	2,000
560.07	Contingency	16,012
	Total Other	66,862
570	Capital Expenditures	0
	Total Capital Expenditures	0
TOTAL GENERAL ADMINISTRATIVE		\$610,995

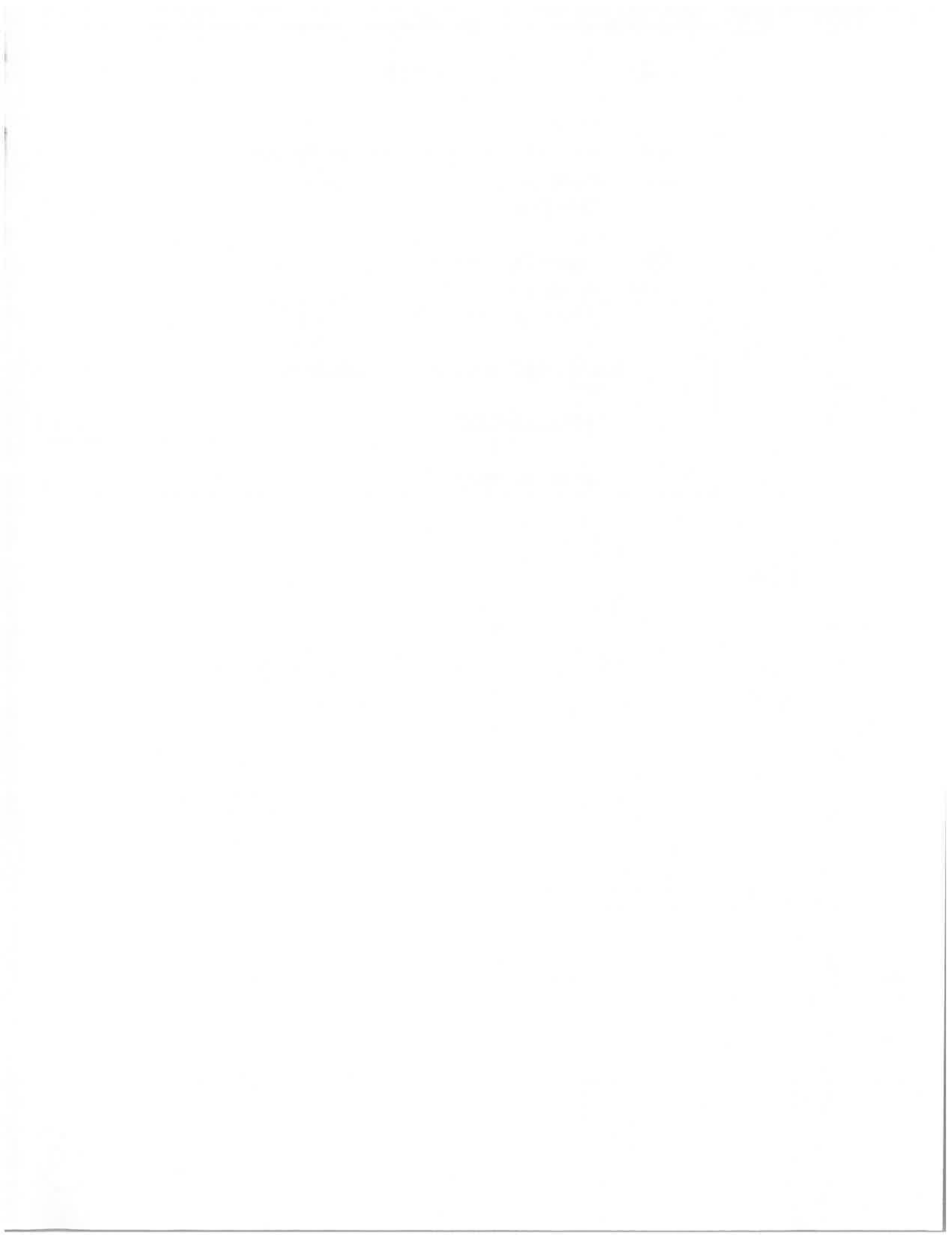
ACCT	NAME	AMOUNT
	DIRECT WATER EXPENSES	
	Chemicals and Filters	
610.01	Chemicals	60,000
610.02	Miex Resin	36,000
610.03	TwinOxide Installation, Rent, Chemicals	74,000
610.04	RO Filters and Membranes	0
	Total Chemicals and Filters	170,000
	Laboratory	
620.01	In House Lab	1,000
620.02	Outside Lab	2,500
620.03	Instrument Calibration	3,500
	Total Laboratory	7,000
	Regulatory	
630.01	Permits	1,000
	Total	1,000
	Repairs and Maintenance	
640.01	Piping and Distribution	20,000
640.02	Equipment	15,000
640.03	Building and Grounds	3,000
640.04	Water Tower Maintenance	35,500
640.05	Generators: Annual Maintenance	2,250
	Total R & M	75,750
	Utilities	
650.01	Electric	20,000
650.02	Propane	600
650.03	Telephone	3,500
	Total Utilities	24,100
	Other	
660.01	Professional Fees: Misc	
660.04	Professional Fees: Water Plant	
660.20	Contingency	20,000
	Total Other	20,000

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ACCT	NAME	AMOUNT
	Capital Expenditures	
670.02	Water Plant Construction	0
	Total Capital Expenditures	-
	Loans	
680.05	RD--Water System Interest	31,000
680.06	RD--Water System Principal	17,000
	Total Loans	48,000
	TOTAL DIRECT WATER EXPENSES	\$345,850
	DIRECT WASTEWATER EXPENSES	
	Chemicals and Filters	
710.01	Chemicals	30,000
	Total Chemicals and Filters	30,000
	Laboratory	
720.01	In House Lab	1,500
720.02	Outside Lab	13,000
720.03	Instrument Calibration	3,600
	Total Laboratory	18,100
	Regulatory	
730.01	Permits	200
730.02	Biosolids Hauling	50,000
	Total Regulatory	50,200
	Repairs and Maintenance	
740.01	Piping and Distribution	6,000
740.02	Equipment	25,000
740.03	Building and Grounds	60,000
740.04	Generator: Annual Maintenance	1,375
	Total R & M	92,375
	Utilities	
750.01	Electric	30,000
750.02	Propane	1,000
	Total Utilities	31,000

ACCT	NAME	AMOUNT
	Other	
760.01	Professional Fees: WWTP Permit Renewal	0
760.02	Contingency	20,000
	Total Other	20,000
770	Capital Expenditures	
770.01	Bridge 1, 2, 3, Drills	-
	Total Capital Expenditures	
	TOTAL DIRECT WASTEWATER EXPENSES	\$241,675
	TOTAL EXPENSES	\$1,198,520
	SURPLUS/DEFICIT	\$0

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RESOLUTION NO: 2019-03

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT AMENDING RATES FOR WATER AND SEWER CHARGES; PROVIDING INSTRUCTIONS TO THE CODIFIER; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Cedar Key Water and Sewer District owns and operates a water and wastewater system as part of a combined and integrated water and wastewater system; and

WHEREAS, the District provides potable water and wastewater treatment services to customers within its geographical boundaries as established by the Legislature of the State of Florida; and,

WHEREAS, in order for the District to provide high-quality water and wastewater services, it is necessary that rates be charged for such services that are sufficient to meet all of the obligations of the District; and

WHEREAS, the District has an obligation to insure that sufficient revenues are generated to cover all existing and anticipated expenditures for the water and wastewater system; and

WHEREAS, outstanding revenue bonds of the District require establishment of proper and adequate rates and charges for both water and wastewater services in order to pay for necessary operation, maintenance, expansion and debt service requirements of the district, all of which are proper and equitable, and necessary to avoid such expense having to be paid from other revenue or tax sources; and,

WHEREAS, it is incumbent upon the District to collect rates in as equitable a manner as possible; and

WHEREAS, the District Board finds that rate increases adopted by this resolution are fair, equitable and necessary to carry out the responsibilities of the District.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT:

Section 1. Water Rates.

Section 5.02 of the District Resolutions is hereby amended as follows:

5.02 Water Rates

Base Service Availability Charge:

Small User: \$~~24.00~~ 25.00

Large User: \$66.00

Plus the following usage charges:

Number of Gallons	Rate per 1,000 Gallons Used
0 to 3,000	\$2.43 <u>2.50</u> (\$.00250/gallon)
3,001 to 6,000	\$4.56 <u>4.70</u> (\$.00470/gallon)
6,001 to 9,000	\$6.43 <u>6.62</u> (\$.00662/gallon)
9,001 and up	\$8.32 <u>8.57</u> (\$.00857/gallon)

Section 2. Sewer Rates.

Section 5.03 of the District Resolutions is hereby amended as:

5.03 Sewer Rates.

Base Service Availability Charge:

Small User: \$~~23.00~~ 24.00

Large User: \$63.00

Plus the following usage charges:

Number of Gallons	Rate per 1,000 Gallons Used
0 to 3,000	\$1.97 <u>2.03</u> (\$.00203/gallon)
3,001 to 6,000	\$3.99 <u>4.11</u> (\$.00411/gallon)
6,001 to 9,000	\$5.79 <u>5.96</u> (\$.00596/gallon)
9,001 and up	\$7.58 <u>7.81</u> (\$.00781/gallon)

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Section 3. Amendment and Codification.

In Sections 1 and 2 above, language underlined shall be added; language struck through shall be deleted. The changes in Sections 1 and 2 above shall be incorporated into the District's codified resolutions.

Section 4. Effective Date.

This Resolution shall take effect upon final adoption, with the newly adopted rates to be applied as of October 1, 2019.

On first reading passed by a vote of _____ to _____ on the 12th day of August, 2019.

On second reading passed by a vote of _____ to _____ on the 9th day of September, 2019.

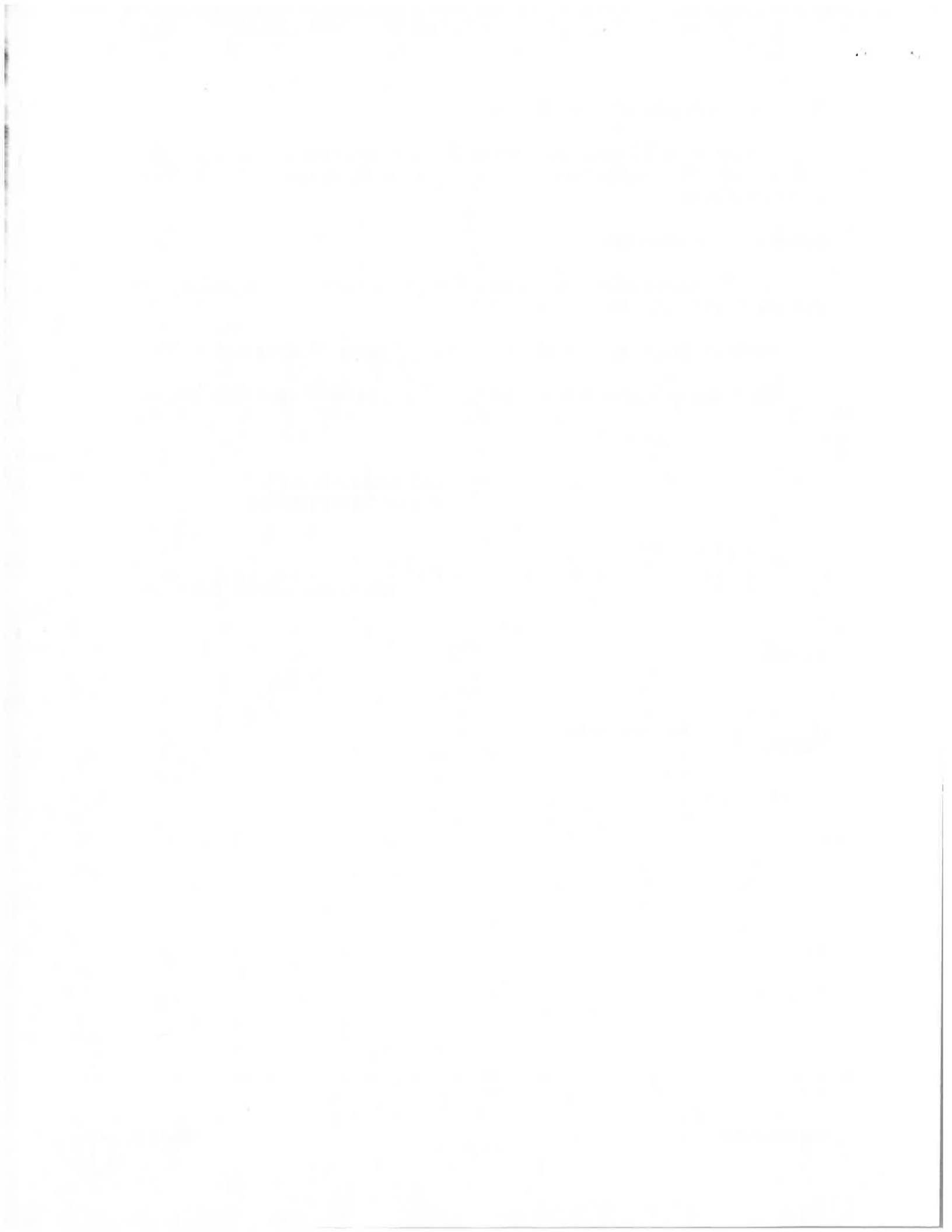
CEDAR KEY WATER
AND SEWER DISTRICT

BY: _____
Stephen Rosenthal, Chairperson

ATTEST:

(SEAL)

Secretary



**CEDAR KEY WATER & SEWER DISTRICT
P.O. BOX 309 / 510 THIRD STREET
CEDAR KEY, FL 32625**

**Minutes of Regular Meeting
Board of Commissioners
August 12, 2019**

Board Members Present: Joe Hand, Stephen Rosenthal, Chris Reynolds, Leslie Sturmer, and Dottie Haldeman (by phone).

Others Present: John McPherson, Anne Osteen, James Wortham, Robert Robinson, Mandy Offerle, Robert Beauchamp.

1. Meeting called to order at 5:00 p.m. by Stephen Rosenthal, Chair.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Leslie Sturmer to adopt the agenda as presented. **Second** by Joe Hand. Passed by a vote of 5-0.
4. Public Input.

Anne Osteen addressed the Board with concerns about her discolored water, and provided evidence of the orange, rust color she often experiences. The General Manager conveyed the following information from Superintendent James McCain: The problem is that Ms. Osteen is the only customer served by an aging iron pipe that crosses SR 24. Because she is the only customer served by that pipe, water sits in the pipe for long periods and picks up the rust color. Flushing has been tried but is not a good solution; replacing the pipe across SR 24 is difficult due to the need to drill the new line under the highway.

Other possible solutions were discussed by the Board such as lining the pipe and bringing water in from a direction other than across SR 24. The General Manager was asked to work with James and come back with possibilities. **Motion** by Leslie Sturmer to have the District pay for bottled water for Ms. Osteen until a solution can be found. **Second** by Dottie Haldeman. Passed by a vote of 5-0.

Fire Chief Robert Robinson addressed the Board about the degradation of Verizon cell phone service in Cedar Key and the danger that this is posing in places such as the public school where there is now no service inside the building. He described a recent meeting with Verizon that the General Manager also attended, and that a proposed solution to the problem was to place antennas on the railing of the elevated water tower. The Board agreed that the District should cooperate on this, and directed the General Manager to continue working with the Chief to come up with a proposal.

5. Approval of Minutes. **Motion** by Dottie Haldeman to accept the minutes of the regular meeting on July 8, 2019, and special meeting on July 8, 2019. **Second** by Leslie Sturmer. Passed by a vote of 5-0.
6. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. **Motion** by Dottie Haldeman to accept the financial reports as presented. **Second** by Chris Reynolds. Passed by a vote of 5-0.
7. Bill Adjustment Request: Alice Lattmer for an adjustment from \$293.91 to \$182.21 due to a broken exterior water line. **Motion** by Dottie Haldeman to approve the request. **Second** by Joe Hand. Passed by a vote of 5-0.
8. Resolution No. 2019-02

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT AMENDING RATES FOR WATER AND SEWER CHARGES; PROVIDING INSTRUCTIONS TO THE CODIFIER; AND ESTABLISHING AN EFFECTIVE DATE.

Motion by Leslie Sturmer to approve Resolution 2019-02 on first reading with the following change: Leave Large User Base Rates at the current level without a 3% increase. **Second** by Joe Hand. Passed by a vote of 5-0.

9. Resolution No: 2019-03

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT; AMENDING THE FISCAL YEAR 2018-2019 BUDGET; PROVIDING FOR POSTING ON THE DISTRICT'S WEBSITE; AND ESTABLISHING AN EFFECTIVE DATE.

Motion by Chris Reynolds to approve Resolution 2019-03. **Second** by Joe Hand. Passed by a vote of 5-0.

10. General Manager Report.

- a. *Water Plant.* The GM reported that the chlorine dioxide test itself is going well, but there have been problems with the analyzers. In lieu of the analyzers the handheld Palintest has been used for purposes of conducting the pilot test, but will need to get the analyzers fixed prior to complete conversion to chlorine dioxide. He reported that we are in the somewhat lengthy phase where we are moving towards stability in the levels of chlorine dioxide at the plant and in the distribution system and that, in the meantime, chlorine is kept at normal levels.
- b. *Wastewater Treatment Plant.* The GM reported that the permit has been issued with no changes to the operation of the plant and minor changes to reporting requirements.
- c. *Wastewater Bridge Lines Directional Drills.* The GM reported that construction began on August 5 and went well for Bridge 1, but there have been equipment issues that have delayed the drilling of the other two bridges.

- d. *New Communication Tower.* The GM reported that due to some issues with the Levy County Planning Department, the start of construction is now estimated to be in September, and there may be a public hearing on the tower.
- e. *Downtown Building Exterior Repair and Painting.* The GM reported that he had requested a quote from DKI for the repair and painting of the downtown building, based on the fact that DKI did a very good job on the interior after Hermine, and the local commercial contractor is too busy for the work right now. The stated that the quote of \$18,808 seemed to be a very reasonable quote in that it is about half of what was estimated by a local contractor for budget purposes. **Motion** by Leslie Sturmer to accept the bid and authorize the General Manager to proceed. **Second** by Joe Hand. Passed by a vote of 5-0.
- f. *Surplus Tanks.* The GM reported that the District was asked to remove the two 6,000-gallon tanks from the City parking lot that were formerly used for the irrigating the park with reclaimed water. He stated that the tanks have been moved to the water plant property for storage, and that James can think of no District use for these tanks. He recommended that the Board declare the tanks to be surplus, and then that they be advertised for sale to the highest bidder. **Motion** by Dottie Haldeman to declare the tanks surplus and advertise for sale to the highest bidder. **Second** by Joe Hand. Passed by a vote of 5-0.
- g. *2019-2020 Budget.* The GM presented the Board with a draft budget and the following schedule for TRIM compliance:
- July Board Meeting: Set current year proposed millage rate and set date, time, and place of tentative budget hearing. (Proposed date: September 9)
 - By August 24: TRIM Notices go out.
 - September 9: Tentative Budget Hearing
 - September 19: Publish Newspaper Notice
 - September 23: Final Budget Hearing
 - By September 26: Budget Resolutions to Property Appraiser
 - By October 22: Certificate of Compliance to Department of Revenue and post final budget on website.

He reviewed the draft budget, and received direction from the Board on a number of issues. In particular, the GM was asked to review the Payroll numbers which did not seem to be correct. The Board decided that no workshop would be needed, and the preliminary budget would be reviewed on September 9.

h. Groundwater Levels. The GM reported the following groundwater levels:

DATE	ROSEWOOD	SUWANNEE	NOTE
1.1.12	7.62	1.64	6 months before saltwater intrusion
5.23.12	6.67	-.54	Near start of intrusion event
8.1.12	9.76	3.76	Near end of intrusion event
1.1.18	10.46	3.53	Start of 2018
1.1.18	11.50	4.61	Start of this year
6.22.19	10.76	3.47	Previous reading
8.03.19	11.23	4.51	Current

11. Commissioner Comments: Leslie Sturmer asked the General Manager to send an article to the Beacon regarding the directional drilling project.
12. Public Input: Public input was requested but none was provided.
13. Adjournment: There being no further business to conduct, the meeting was adjourned at 6:35 p.m.

Stephen Rosenthal, Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

Date: _____

Cedar Key Water & Sewer District
Balance Sheet
As of August 31, 2019

Aug 31, 19

ASSETS

Current Assets

Checking/Savings

Unrestricted Cash Funds

100 - Operating Account	101,520.64
102 Petty Cash	175.00
113.3 Unrestricted Savings	60,006.03

Total Unrestricted Cash Funds 161,701.67

Restricted Cash Funds

103.1 Security Deposit	12,401.02
113.00 Water Capital Facility	2,084.94
114.00 RD Payment	48,265.00
114.02 RD RESERVE ACCOUNT	29,462.00

Total Restricted Cash Funds 92,212.96

Total Checking/Savings 253,914.63

Accounts Receivable

1200 - Accounts Rec.-Grease Trap	112.50
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Total Accounts Receivable 112.50

Other Current Assets

134 - Accounts Receivable	85,255.84
135 - Allowance for A/R	-16,000.00
160 - Inventory & Materials	50,491.87
170 - Utility Deposit	141.19
300 - Undeposited Funds	-112.50

Total Other Current Assets 119,776.40

Total Current Assets 373,803.53

Fixed Assets

301 - Land	125,195.95
302 - Other Improvements	2,275,950.23
304 - Plant and Equipment	7,530,935.97
306 - Other Equipment	116,229.81
307 - Sewer Machinery	158,704.72
308 - Computer S/W	9,540.64
309 - Vehicles	110,495.02
311 - Less Accum Depreciation	-5,473,100.38

Total Fixed Assets 4,853,951.96

Other Assets

311.50 - CIP - New Water Treatment Plant	
312 - CIP-SRF Project	140,250.00
313 - CIP - SRF District Match	26,000.00
313.25 - CIP - Special Legislative 38091	64,750.00
313.50 - CIP - (Sp Leg 38091) District	20,628.19

Total 311.50 - CIP - New Water Treatment Plant 251,628.19

Total Other Assets 251,628.19

TOTAL ASSETS 5,479,383.68

Cedar Key Water & Sewer District
Balance Sheet
As of August 31, 2019

Aug 31, 19

LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
403- Emplo Ret Con Payabale	500.00
407-01 SS Tax Payable	100.42
408 - Sales Tax Payable	49.78
411 - Deferred Revenue	6,067.08
450 - Fed. Income Taxes Payable	-344.28
482 - Accrued Int Pay	2,460.07
483 - Accrued Compensated Absences	14,320.00
484 -Security Deposit Payable	12,372.67
Total Other Current Liabilities	35,525.74
Total Current Liabilities	35,525.74
Long Term Liabilities	
460 - N/P-Rural Development	1,126,000.00
500 - Accrd Compen Absences-LT	8,970.00
Total Long Term Liabilities	1,134,970.00
Total Liabilities	1,170,495.74
Equity	
597 Restricted for Construction	2,850.45
598 - Restricted for Debt Service	24,560.00
3900 - Retained Earnings	170,921.75
599 - Investment in Capital Assets -	3,979,580.15
Net Income	130,975.59
Total Equity	4,308,887.94
TOTAL LIABILITIES & EQUITY	5,479,383.68

Cedar Key Water & Sewer District
2018-2019 Profit & Loss Budget vs. Actual
 2018 thru 2019

92%

	Oct '18 - Au...	Budget	\$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
300 - Income				
305 - Water Charge	401,924.62	445,000.00	-43,075.38	90.3%
310 - Sewer Charges	334,720.76	389,000.00	-54,279.24	86.0%
315 - Ad Valorem Tax				
315.100 - Ad Valorem	187,858.43			
315 - Ad Valorem Tax - Other	10,649.01	203,712.00	-193,062.99	5.2%
Total 315 - Ad Valorem Tax	198,507.44	203,712.00	-5,204.56	97.4%
320 - City Solid Waste Billing	-23.50	0.00	-23.50	100.0%
325 - Penalties	2,574.71	2,000.00	574.71	128.7%
330 - Earned Interest	20.45	12.00	8.45	170.4%
335 - New Meter Charges	1,386.00	2,000.00	-614.00	69.3%
340 - Rent	5,392.56	4,600.00	792.56	117.2%
350 - Misc Income	7,222.19	500.00	6,722.19	1,444.4%
360 - Carry Forward	0.00	50,000.00	-50,000.00	0.0%
365 - Meter Installation Fee	720.00	1,000.00	-280.00	72.0%
382 - Grant - Legislative 2016	68,175.91	180,000.00	-111,824.09	37.9%
386 - Grant SRWMD 2018	24,350.00	95,000.00	-70,650.00	25.6%
Total 300 - Income	1,044,971.14	1,372,824.00	-327,852.86	76.1%
345 - Garbage Collections	464.98			
Total Income	1,045,436.12	1,372,824.00	-327,387.88	76.2%
Gross Profit	1,045,436.12	1,372,824.00	-327,387.88	76.2%
Expense				
500 - GENERAL AND ADMINISTRATIVE				
510 - Payroll				
510.01 - Salaries	232,966.83	219,200.00	13,766.83	106.3%
510.02 - Social Security/Medicare	17,327.71	16,800.00	527.71	103.1%
510.03 - Retirement	23,310.78	27,300.00	-3,989.22	85.4%
510.04 - Health, Dental & Life Ins	44,771.43	51,400.00	-6,628.57	87.1%
510.05 - Workers Comp.	8,222.00	6,600.00	1,622.00	124.6%
Total 510 - Payroll	326,598.75	321,300.00	5,298.75	101.6%
520 - Office				
520.01 - Supplies	1,592.11	2,000.00	-407.89	79.6%
520.02 - Postage & Shipping	4,471.53	6,000.00	-1,528.47	74.5%
520.03 - Copier, Computer, Billing, Etc.	4,987.38	4,500.00	487.38	110.8%
520.04 - Printing and Copying	669.90	1,500.00	-830.10	44.7%
520.07 - Bank Service Charge	5.00			
Total 520 - Office	11,725.92	14,000.00	-2,274.08	83.8%
530 - Utilities				
530.01 - Fuel For Equipment	6,142.21	6,000.00	142.21	102.4%
530.02 - Solid Waste Disposal	1,994.57	1,700.00	294.57	117.3%
530.03 - Telephone	7,649.60	9,000.00	-1,350.40	85.0%
530 - Utilities - Other	23.55			
Total 530 - Utilities	15,809.93	16,700.00	-890.07	94.7%

Cedar Key Water & Sewer District
2018-2019 Profit & Loss Budget vs. Actual
2018 thru 2019

92%

	Oct '18 - Au...	Budget	\$ Over Bud...	% of Budget
540 - Professional Fees				
540.01 - Audit & Accounting	17,750.00	17,000.00	750.00	104.4%
540.02 - Management/Legal	49,500.00	54,000.00	-4,500.00	91.7%
540.03 - Property Appraiser's Fee	6,159.35	6,000.00	159.35	102.7%
540.05 - Tax Collector Fees	4,517.30			
540.04 - Water/Wastewater Operator	1,265.00	5,000.00	-3,735.00	25.3%
Total 540 - Professional Fees	79,191.65	82,000.00	-2,808.35	96.6%
550 - General Repair & Maint				
550.01 - Vehicle	5,013.99	4,000.00	1,013.99	125.3%
550.02 - Equipment and Tools	1,100.72	55,000.00	-53,899.28	2.0%
550.03 - Building	192.00	35,000.00	-34,808.00	0.5%
550.04 - Supplies	1,589.03	2,500.00	-910.97	63.6%
550.05 - New Tools	2,449.34	4,000.00	-1,550.66	61.2%
Total 550 - General Repair & Maint	10,345.08	100,500.00	-90,154.92	10.3%
560 - Other				
560.01 - Property/Liability Ins.	43,286.00	43,300.00	-14.00	100.0%
560.02 - Election Expenses	0.00	1,000.00	-1,000.00	0.0%
560.03 - Continuing Education	785.00	1,800.00	-1,015.00	43.6%
560.04 - Annual Fees & Dues	1,411.52	2,000.00	-588.48	70.6%
560.05 - Ads and Publications	804.36	500.00	304.36	160.9%
560.06 - Miscellaneous	1,018.80	2,000.00	-981.20	50.9%
560.07 - Contingency	0.00	17,124.00	-17,124.00	0.0%
Total 560 - Other	47,305.68	67,724.00	-20,418.32	69.9%
Total 500 - GENERAL AND ADMINISTRATIVE	490,977.01	602,224.00	-111,246.99	81.5%
600 - DIRECT WATER EXPENSES				
610 - Chemicals and Filters				
610.01 - Chemicals	52,068.43	40,000.00	12,068.43	130.2%
610.02 - Miex Resin	0.00	36,000.00	-36,000.00	0.0%
610.03 - Twin Oxide Inst., Rent, Chemical	44,631.31	90,000.00	-45,368.69	49.6%
Total 610 - Chemicals and Filters	96,699.74	166,000.00	-69,300.26	58.3%
620 - Laboratory				
620.01 - In House Lab	765.10	1,000.00	-234.90	76.5%
620.02 - Outside Lab	2,315.00	2,500.00	-185.00	92.6%
620.03 - Instrument Calibration	3,232.50	3,500.00	-267.50	92.4%
Total 620 - Laboratory	6,312.60	7,000.00	-687.40	90.2%
630 - Regulatory				
630.01 - Permits	1,175.00	1,000.00	175.00	117.5%
Total 630 - Regulatory	1,175.00	1,000.00	175.00	117.5%
640 - Repairs and Maintenance				
640.01 - Piping and Distribution	19,322.90	15,000.00	4,322.90	128.8%
640.02 - Equipment	6,312.01	25,000.00	-18,687.99	25.2%
640.03 - Building & Grounds	0.00	3,000.00	-3,000.00	0.0%
640.04 - Water Tower Maintenance	35,503.88	35,500.00	3.88	100.0%
640.05 - Generators Annual Mainte	2,025.00	2,250.00	-225.00	90.0%
Total 640 - Repairs and Maintenance	63,163.79	80,750.00	-17,586.21	78.2%
650 - Utilities				
650.01 - Electric	17,481.30	20,000.00	-2,518.70	87.4%
650.02 - Propane	486.42	400.00	86.42	121.6%
650.03 - Telephone	3,149.48	2,000.00	1,149.48	157.5%
Total 650 - Utilities	21,117.20	22,400.00	-1,282.80	94.3%

10:57 AM

09/03/19

Cash Basis

Cedar Key Water & Sewer District
2018-2019 Profit & Loss Budget vs. Actual
 2018 thru 2019

92%

	Oct '18 - Au...	Budget	\$ Over Bud...	% of Budget
660 · Other				
660.01 · Professional Fees	38,480.20	90,000.00	-51,519.80	42.8%
660.20 · Contingency	0.00	9,500.00	-9,500.00	0.0%
Total 660 · Other	38,480.20	99,500.00	-61,019.80	38.7%
680 · Loans				
680.05 · RD - Water System Interest	0.00	31,000.00	-31,000.00	0.0%
680.06 · RD - Water System Principal	0.00	16,000.00	-16,000.00	0.0%
Total 680 · Loans	0.00	47,000.00	-47,000.00	0.0%
Total 600 · DIRECT WATER EXPENSES	226,948.53	423,650.00	-196,701.47	53.6%
700 · DIRECT WASTEWATER EXPENSES				
710 · Chemicals and Filters				
710.01 · Chemicals	23,294.89	36,000.00	-12,705.11	64.7%
Total 710 · Chemicals and Filters	23,294.89	36,000.00	-12,705.11	64.7%
720 · Laboratory				
720.01 · In House Lab	1,297.23	1,500.00	-202.77	86.5%
720.02 · Outside Lab	8,464.00	13,000.00	-4,536.00	65.1%
720.03 · Instrument Calibration	3,507.50	3,600.00	-92.50	97.4%
Total 720 · Laboratory	13,268.73	18,100.00	-4,831.27	73.3%
730 · Regulatory				
730.01 · Permits	1,000.00	200.00	800.00	500.0%
730.02 · Biosolids Hauling	42,060.00	45,000.00	-2,940.00	93.5%
Total 730 · Regulatory	43,060.00	45,200.00	-2,140.00	95.3%
740 · Repairs Maintenance Other				
740.01 · Piping & Distribution	5,308.77	5,000.00	308.77	106.2%
740.02 · Equipment	26,039.96	15,000.00	11,039.96	173.6%
740.03 · Building and Grounds	0.00	1,000.00	-1,000.00	0.0%
740.04 · Generator-Annual Maintenance	1,375.00	1,150.00	225.00	119.6%
Total 740 · Repairs Maintenance Other	32,723.73	22,150.00	10,573.73	147.7%
750 · Utilities				
750.01 · Electric	26,154.61	20,000.00	6,154.61	130.8%
750.02 · Propane	341.63	1,000.00	-658.37	34.2%
Total 750 · Utilities	26,496.24	21,000.00	5,496.24	126.2%
760 · Other				
760.01 · Professional Fees -WWTP Permit	2,003.00	0.00	2,003.00	100.0%
760.02 · Contingency	0.00	9,500.00	-9,500.00	0.0%
Total 760 · Other	2,003.00	9,500.00	-7,497.00	21.1%
770 · Capital Expenditures				
770.01 · Bridge 1,2,3 Drills	55,688.40	195,000.00	-139,311.60	28.6%
Total 770 · Capital Expenditures	55,688.40	195,000.00	-139,311.60	28.6%
Total 700 · DIRECT WASTEWATER EXPENSES	196,534.99	346,950.00	-150,415.01	56.6%
Total Expense	914,460.53	1,372,824.00	-458,363.47	66.6%
Net Ordinary Income	130,975.59	0.00	130,975.59	100.0%
Net Income	130,975.59	0.00	130,975.59	100.0%



Cedar Key Water & Sewer District

Monthly Checkbook Activity

As of August 31, 2019

Date	Num	Name	Memo	Amount
Unrestricted Cash Funds				
08/01/2019	28581	Mittauer & Associates, Inc.	Invoice No: 19344	-2,580.00
08/01/2019	28583	Johns, Alicia M.	Pay Check	-420.21
08/01/2019	28584	Richburg, Margaret A.	Pay Check	-551.66
08/01/2019	28582	Void Check		
08/02/2019	28589	Mittauer & Associates, Inc.	Invoice No: 19343	-2,595.20
08/02/2019	28585	Doty, Gabriel T	Pay Check	-429.58
08/02/2019	28586	Quinn, William M.	Pay Check	-1,367.91
08/02/2019	28587	McCain, James E.	Pay Check	-844.39
08/02/2019	28588	Drummond Community Bank	DEP(Water Quility Assurance Trust Fund) : 19-0	-530.00
08/02/2019	Bankdraft	EFTPS	59-1156008	-1,074.52
08/02/2019		Deposit	From State of Florida	36,120.91
08/02/2019		Deposit	283001 \$82.08, 923001 \$ 105.00 ,404000 \$ 47	234.61
08/05/2019	28590	John K. McPherson. P.A.	Management, Invoice No: 796 July 2019	-4,500.00
08/06/2019	Bankdraft	City Of Cedar Key	s:530.02 · Solid Waste Disposal	-141.19
08/06/2019		Deposit	1051001 Will knight \$ 568.18 81001 \$ 47.96	616.14
08/06/2019	28591	A-Able Septic-Sewer Service, Inc.	Invoice No:44639 8/02/2019	-1,920.00
08/06/2019	28592	AT&T	352543-52859381989, 352543-64059371988	-539.70
08/06/2019	28593	Central FL Electric	Electric July 2019	-4,366.28
08/06/2019	28594	Gator Works Computing	Backup, Invoice 17-21849 7/25/2019	-98.45
08/06/2019	28595	Konica Minolta Business Solutions	Maintenance, Invoice No:26028901 7/31/2019	-82.44
08/06/2019	28596	Marina Hardware At Cedar Key, Inc.	Invoice No & Account No: 220 July 2019	-328.21
08/06/2019	28597	NAPA Gulf Coast Parts, LLC	Account # 1999 July 2019	-215.66
08/06/2019	28598	TwinOxide	Invoice No: 201959 7/15/2019	-1,000.00
08/06/2019	28599	USA Blue Book	Invoice No:958703 7/23/2019	-194.49
08/06/2019	28600	Verizon Wireless	Cell Phones, Invoice No: 842009805-00001 ,522	-204.48
08/06/2019	28601	James McCain	Work 4 pr.of Work Pants for James McCain	-86.14
08/07/2019		Deposit	359001 Frances Bradley \$48.23 , 449001 Mary	98.00
08/08/2019	28602	Quinn, William M.	Pay Check	-907.98
08/09/2019	28603	Doty, Gabriel T	Pay Check	-429.58
08/09/2019	28604	Johns, Alicia M.	Pay Check	-420.22
08/09/2019	28606	Richburg, Margaret A.	Pay Check	-551.67
08/09/2019	28605	McCain, James E.	Pay Check	-1,263.51
08/09/2019	28607	Haldeman, Hattie B.	Pay Check	-369.40
08/09/2019	28608	Hand, Joseph G.	Pay Check	-369.40
08/09/2019	28609	Reynolds, Chris	Pay Check	-369.40
08/09/2019	28610	Rosenthal, Stephen B.	Pay Check	-369.40
08/09/2019	28611	Sturmer, Leslie N.	Pay Check	-369.40
08/09/2019	28612	Hach Company	Invoice No: 11529748	-6,465.00
08/09/2019	28613	Hawkins, Inc.d/b/a Dumont	Invoice No: 4554306,4554886	-5,772.97
08/09/2019	28614	Ellis Automated Corporation	Invoice No: 1420 7/23/2019	-1,290.24
08/09/2019	Bankdraft	EFTPS	59-1156008	-1,366.70
08/09/2019		Deposit	Deposit	10,970.22
08/12/2019	Bankdraft	Wex Bank Marathon Fleet	Fuel Invoice: 60559905 July 31, 2019	-719.66

Cedar Key Water & Sewer District Monthly Checkbook Activity

As of August 31, 2019

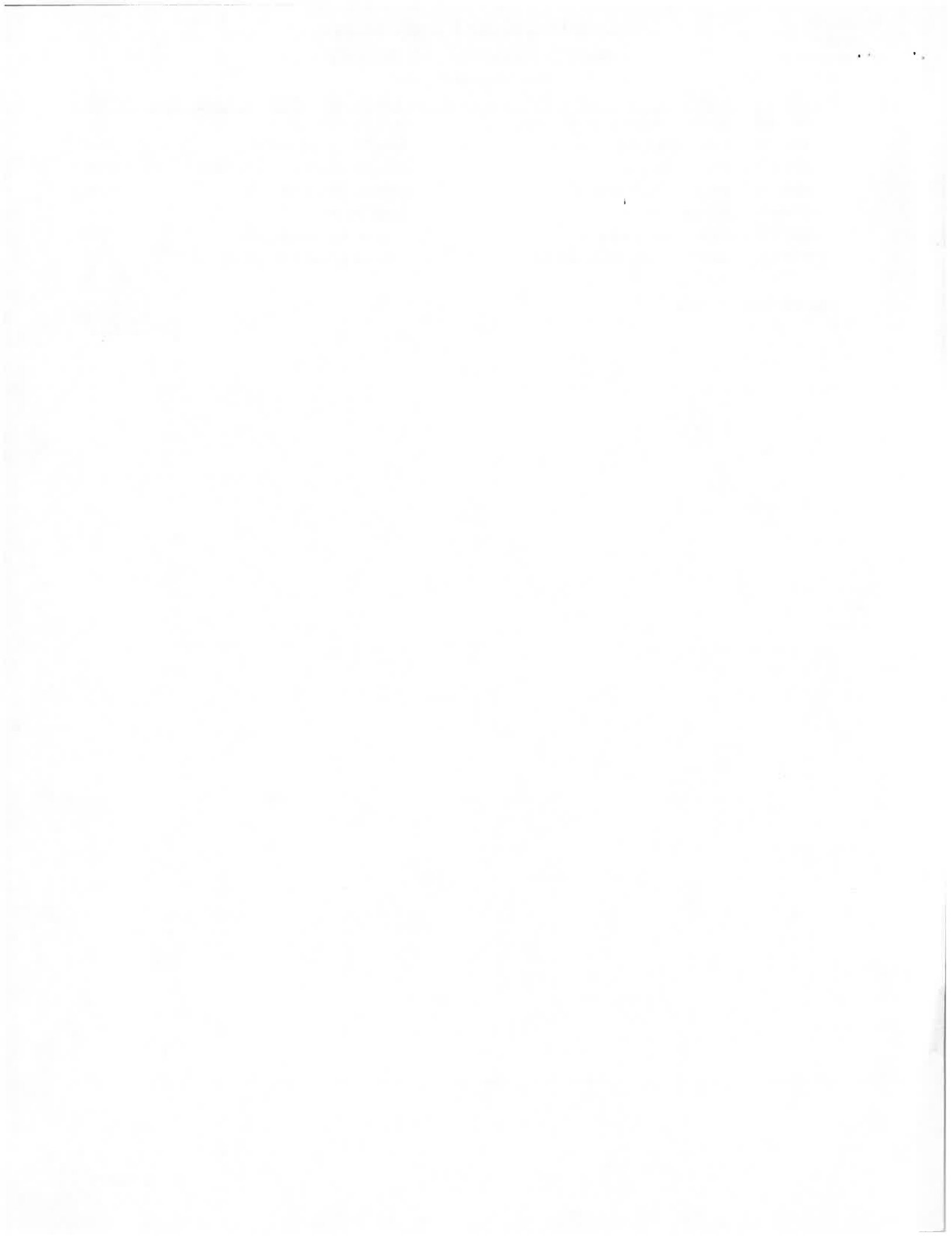
Date	Num	Name	Memo	Amount
08/12/2019	28615	Aqua Pure Water & Sewerage Service , LLC	Invoice No:83608 JULY 2019	-1,546.00
08/12/2019	28616	AT&T Internet Service	Invoice No: 122314242	-105.66
08/12/2019	28617	VISA	Invoice No 5085	-493.98
08/12/2019		Deposit	779001 ,205001 Sharon Shaw	107.95
08/13/2019	28619	Johns, Alicia M.		-420.21
08/13/2019	28618	Publix	Gatorade	-53.50
08/13/2019		Deposit	71001 April Faulfner	48.14
08/14/2019		Deposit	115001 Bobby Jones	94.00
08/15/2019	28620	McCain, James E.	Pay Check	-1,209.56
08/16/2019	28622	Quinn, William M.	Pay Check	-758.42
08/16/2019	28623	Richburg, Margaret A.	Pay Check	-551.65
08/16/2019	28621	Doty, Gabriel T	Pay Check	-429.57
08/16/2019	Bankdraft	EFTPS	59-1156008	-990.96
08/16/2019		Deposit	Deposit	14,580.39
08/16/2019		Deposit	32001 Sunset Isle RV	530.62
08/16/2019		Deposit	Repair to 2-inch valve on Fenimore mill property	810.00
08/20/2019	28624	Johns, Alicia M.	Pay Check	-420.21
08/20/2019		Deposit	Deposit	334.85
08/20/2019		Deposit	Deposit	94.29
08/21/2019	28625	Bank of America	Account # 5490 9902 2217 3922	-81.75
08/21/2019		Deposit	Deposit	7,753.73
08/21/2019		Deposit	#430001 Melody Grey	72.60
08/22/2019	28626	Quinn, William M.	Pay Check	-1,155.89
08/22/2019	28627	Doty, Gabriel T	Pay Check	-489.07
08/22/2019	28628	Richburg, Margaret A.	Pay Check	-551.67
08/22/2019	28649	Dreyer's DKI	VOID: Restoration: Invoice Down Payment	0.00
08/23/2019	28631	McCain, James E.	Pay Check	-954.18
08/23/2019	28630	Johns, Alicia M.	Pay Check	-420.20
08/23/2019	Bankdraft	EFTPS	59-1156008	-1,163.14
08/27/2019		Deposit	474001 Craig McCall	140.63
08/27/2019		Deposit	Deposit	7,529.07
08/28/2019		Deposit	310001 ED Griswold 159.72 171001 Gloria Wc	206.72
08/28/2019		Deposit	Deposit	16,105.08
08/29/2019	28632	Doty, Gabriel T	Pay Check	-675.08
08/29/2019	28633	McCain, James E.	Pay Check	-844.39
08/29/2019	28634	Quinn, William M.	Pay Check	-659.06
08/29/2019	28635	Richburg, Margaret A.	Pay Check	-551.66
08/29/2019		Deposit	Deposit	2,455.05
08/29/2019	Bankdraft	EFTPS	59-1156008	-653.16
08/29/2019	28636	AFLAC	ATF27	-1,262.45
08/29/2019	28637	DAVISVISION	90866	-79.26
08/29/2019	28638	Transamerica Worksite Marketing	33859	-70.10
08/29/2019	28639	US Postmaster	2 Rolls stamps @ 55.00 = \$ 110.00	-110.00
08/29/2019	28640	AT&T	28728325 3088X08182019	-23.55
08/29/2019	28641	LANIER MUNICIPAL SUPPLY CO.,INC.	Invoice No: 103671 8/05/19 1044057 8/21/19	-83.25

(24)

Cedar Key Water & Sewer District Monthly Checkbook Activity

As of August 31, 2019

Date	Num	Name	Memo	Amount
08/29/2019	28642	Hawkins, Inc.d/b/a Dumont	Invoice No: 45576458/09/19	-361.65
08/29/2019	28643	Quill Corporation	Invoice No: 9259565 8/06/19	-97.69
08/29/2019	28644	TwinOxide	Invoice No: 201974, 201975 8/11/2019	-6,800.00
08/29/2019	28645	USA Blue Book	Invoice No:973939 08/07/19	-84.95
08/29/2019	Bankdraft	Transfer	Unrestricted Savings	-10,000.00
08/30/2019	28646	US Postmaster	774 pieces @ \$0.35 = \$270.90	-270.90
08/30/2019	28647	John K. McPherson. P.A.	Management, Invoice No: August 2019	-4,500.00
				<u>14,875.19</u>
Total Unrestricted Cash Funds				<u>14,875.19</u>
TOTAL				<u><u>14,875.19</u></u>



Cedar Key Water and Sewer District

Penalty Register

Detailed

For charges due before 08/29/2019

Account Balance as of 08/29/2019

Disconnect Date 09/06/2019:

Sorted by: Route + Reading Sequence

Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
15001	15001	2 BROTHERS...	11751 SR 24					
	WATER	P1		14280638	131.07	20.00	0.00	151.07
	SEWER				119.12	0.00	0.00	119.12
		2 BROTHERS...	Total		250.19	20.00	0.00	270.19
1031001	1031001	ANTHONY HINKLE	11990-B SR 24					
	WATER	P1		12601491	24.24	20.00	0.00	44.24
		ANTHONY HINKLE	Total		24.24	20.00	0.00	44.24
1070001	1070001	CLAMTASTIC	11990 SR 24					
	WATER	P1		11444229	168.24	20.00	0.00	188.24
		CLAMTASTIC	Total		168.24	20.00	0.00	188.24
87001	87001	TROY LINDLEY	12502 SR 24					
	WATER	P1		13943781	24.36	20.00	0.00	44.36
	SEWER				23.30	0.00	0.00	23.30
		TROY LINDLEY	Total		47.66	20.00	0.00	67.66
105001	105001	DUSTIN ATWATER	12518 HWY 24					
	WATER	P1		14280564	24.00	20.00	0.00	44.00
	SEWER				23.00	0.00	0.00	23.00
		DUSTIN ATWATER	Total		47.00	20.00	0.00	67.00
109001	109001	P. STEFANI (CLAM...	12586 SR 24					
	WATER	P1		14280557	81.23	20.00	0.00	101.23
	SEWER				76.49	0.00	0.00	76.49
		P. STEFANI (CLAM...	Total		157.72	20.00	0.00	177.72
114001	114001	SCOTT BULLARD	12649 BAYSHORE AVE.					
	WATER	P1		14062470	56.09	20.00	0.00	76.09
	SEWER				50.90	0.00	0.00	50.90
		SCOTT BULLARD	Total		106.99	20.00	0.00	126.99
120001	120001	PIRATES COVE...	12633 STATE RD. 24					
	WATER	P1		14062239	166.83	20.00	0.00	186.83
	SEWER				153.43	0.00	0.00	153.43
		PIRATES COVE...	Total	<i>Paid</i>	320.26	20.00	0.00	340.26
141001	141001	CLAMTASTIC	12911 SR 24					
	WATER	P1		14346846	24.22	20.00	0.00	44.22
		CLAMTASTIC	Total		24.22	20.00	0.00	44.22
161001	161001	ANNETTE BLACK	1141 WHIDDEN...					
	WATER	P1		18258665	30.25	20.00	0.00	50.25
	SEWER				28.06	0.00	0.00	28.06
		ANNETTE BLACK	Total	<i>Paid</i>	58.31	20.00	0.00	78.31
168001	168001	DAVID MEDEIROS	1181 GULF BLVD					
	WATER	P1		14280651	21.45	20.00	0.00	41.45
	SEWER				35.73	0.00	0.00	35.73
		DAVID MEDEIROS	Total	<i>Paid</i>	57.18	20.00	0.00	77.18
1032001	1032001	JERRY LAWRENCE	16390 EGRET'S LANE					
	WATER	P1		14280586	25.70	20.00	0.00	45.70
	SEWER				24.38	0.00	0.00	24.38
		JERRY LAWRENCE	Total	<i>Paid</i>	50.08	20.00	0.00	70.08
214001	214001	RICHARD GORDON	1625 SW 6TH TER.					
	WATER	P1		14280682	24.10	20.00	0.00	44.10
		RICHARD GORDON	Total		24.10	20.00	0.00	44.10
223001	223001	MICHAEL HOLLEY	16750 SW AIRPORT RD.					

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Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
223001	223001	MICHAEL HOLLEY	16750 SW AIRPORT RD.					
	P1			18258662	16.53	20.00	0.00	36.53
					28.58	0.00	0.00	28.58
		MICHAEL HOLLEY	Total	<i>Paid</i>	45.11	20.00	0.00	65.11
249001	249001	MARK SALTER	16741 SW 133RD ST.					
	P1			14280664	70.61	20.00	0.00	90.61
					64.84	0.00	0.00	64.84
		MARK SALTER	Total	<i>Paid</i>	135.45	20.00	0.00	155.45
266001	266001	MICHAEL GILFILEN	1350 HAWTHORNE AVE.					
	P1			13658421	28.52	20.00	0.00	48.52
					26.66	0.00	0.00	26.66
		MICHAEL GILFILEN	Total		55.18	20.00	0.00	75.18
283001	283001	CASSIE PEADEN	16491 SHELLCREST...					
	P1			14346869	16.15	20.00	0.00	36.15
					39.12	0.00	0.00	39.12
		CASSIE PEADEN	Total	<i>Paid</i>	55.27	20.00	0.00	75.27
324001	324001	OLIVER BAUER	12451 GULF BLVD.					
	P1			14280606	55.07	20.00	0.00	75.07
					51.73	0.00	0.00	51.73
		OLIVER BAUER	Total	<i>Paid</i>	106.80	20.00	0.00	126.80
348001	348001	DANIEL SMITH	16381 ANDREWS CIRCLE					
	P1			12601499	43.74	20.00	0.00	63.74
					39.80	0.00	0.00	39.80
		DANIEL SMITH	Total	<i>Paid</i>	83.54	20.00	0.00	103.54
448001	448001	JOHN ANASTASI	12750 JERNIGAN AVE.					
	P1			14280695	33.93	20.00	0.00	53.93
					31.22	0.00	0.00	31.22
		JOHN ANASTASI	Total		65.15	20.00	0.00	85.15
465001	465001	LISA WEBER	16770 MARGERY ST.					
	P1			14280546	15.02	20.00	0.00	35.02
					23.02	0.00	0.00	23.02
		LISA WEBER	Total		38.04	20.00	0.00	58.04
536001	536001	PHILIP WINN	11 OLD MILL DRIVE - 1D					
	P1			14280487	57.57	20.00	0.00	77.57
					53.76	0.00	0.00	53.76
		PHILIP WINN	Total		111.33	20.00	0.00	131.33
578001	578001	BARBARA HALL	11 OLD MILL DRIVE 10D					
	P1			14280453	26.96	20.00	0.00	46.96
					25.40	0.00	0.00	25.40
		BARBARA HALL	Total	<i>Paid</i>	52.36	20.00	0.00	72.36
624001	624001	CAROL PATTILLO	7041 DEPOT STREET					
	P1			13658400	26.92	20.00	0.00	46.92
					25.36	0.00	0.00	25.36
		CAROL PATTILLO	Total	<i>Paid</i>	52.28	20.00	0.00	72.28
682001	682001	AWAY FROM THE...	360 DOCK STREET					
	P1			14346426	360.35	20.00	0.00	380.35
					303.38	0.00	0.00	303.38
		AWAY FROM THE...	Total		663.73	20.00	0.00	683.73
713001	713001	LINDA ARCELLO	550 1ST ST IP#201					
	P1			13484069	29.32	20.00	0.00	49.32
					27.31	0.00	0.00	27.31
		LINDA ARCELLO	Total		56.63	20.00	0.00	76.63
719001	719001	GALLOGLAIGH LLC	550 1ST ST IP#206					
	P1			13484063	30.54	20.00	0.00	50.54
					28.30	0.00	0.00	28.30
		GALLOGLAIGH LLC	Total	<i>Paid</i>	58.84	20.00	0.00	78.84
748001	748001	CHAMBER OF...	450 2ND ST....					
	P1			14280514	25.29	20.00	0.00	45.29
					24.04	0.00	0.00	24.04
		CHAMBER OF...	Total	<i>Paid</i>	49.33	20.00	0.00	69.33

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Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
758001	758001	CINDY BONISH	582 2ND ST.					
WATER	P1			14280405	27.28	20.00	0.00	47.28
SEWER					25.66	0.00	0.00	25.66
		CINDY BONISH	Total	<i>Paid</i>	52.94	20.00	0.00	72.94
770001	770001	GLENN DIAL	642 1ST ST.					
WATER	P1			14346411	28.45	20.00	0.00	48.45
SEWER					26.61	0.00	0.00	26.61
		GLENN DIAL	Total	<i>Paid</i>	55.06	20.00	0.00	75.06
833001	833001	HANNAH HEALEY	634 6TH STREET 1					
WATER	P1			14062620	27.33	20.00	0.00	47.33
SEWER					25.70	0.00	0.00	25.70
		HANNAH HEALEY	Total	<i>Paid</i>	53.03	20.00	0.00	73.03
837001	837001	SHANNON KEETON	641 6TH STREET					
WATER	P1			14015256	28.23	20.00	0.00	48.23
SEWER					26.43	0.00	0.00	26.43
		SHANNON KEETON	Total		54.66	20.00	0.00	74.66
848001	848001	GEORGE WARNER	757 6TH STREET					
WATER	P1			14062608	26.19	20.00	0.00	46.19
SEWER					24.77	0.00	0.00	24.77
		GEORGE WARNER	Total		50.96	20.00	0.00	70.96
854001	854001	FARAWAY INN	847 3RD ST.-O.BAUR					
WATER	P1			14346281	202.49	20.00	0.00	222.49
SEWER					183.88	0.00	0.00	183.88
		FARAWAY INN	Total	<i>Paid</i>	386.37	20.00	0.00	406.37
910001	910001	FRANK MOLITOR	758 5TH STREET					
WATER	P1			13935876	26.58	20.00	0.00	46.58
SEWER					25.09	0.00	0.00	25.09
		FRANK MOLITOR	Total	<i>Paid</i>	51.67	20.00	0.00	71.67
923001	923001	TRACI ARGAVES	850 6TH ST.					
WATER	P1			14346512	25.92	20.00	0.00	45.92
SEWER					44.02	0.00	0.00	44.02
		TRACI ARGAVES	Total	<i>Paid</i>	69.94	20.00	0.00	89.94
946001	946001	EDWARD SHEPPARD	1018 8TH STREET					
WATER	P1			12943652	24.12	20.00	0.00	44.12
SEWER					23.10	0.00	0.00	23.10
		EDWARD SHEPPARD	Total	<i>Paid</i>	47.22	20.00	0.00	67.22
948001	948001	TIMOTHY HOLEKAMP	2030 H STREET					
WATER	P1			14346508	31.65	20.00	0.00	51.65
SEWER					29.23	0.00	0.00	29.23
		TIMOTHY HOLEKAMP	Total		60.88	20.00	0.00	80.88
950001	950001	REBECCA CULLINAN	926 8TH ST.					
WATER	P1			14346491	27.16	20.00	0.00	47.16
SEWER					25.56	0.00	0.00	25.56
		REBECCA CULLINAN	Total		52.72	20.00	0.00	72.72
956001	956001	JOE VASTOLA	882 8TH ST.					
WATER	P1			14346507	51.09	20.00	0.00	71.09
SEWER					48.50	0.00	0.00	48.50
		JOE VASTOLA	Total	<i>Paid</i>	99.59	20.00	0.00	119.59
973001	973001	K. LEIBFRIED	4050 G ST. APT #302					
WATER	P1			14280725	30.46	20.00	0.00	50.46
SEWER					28.24	0.00	0.00	28.24
		K. LEIBFRIED	Total	<i>Paid</i>	58.70	20.00	0.00	78.70

Total Customers 41
 Prev. Balance \$4,058.97
 Penalty \$820.00
 Total Tax \$0.00
 Account Balance \$4,878.97

19 customers
 Previously Posted Penalty \$0.00
\$2,439.04

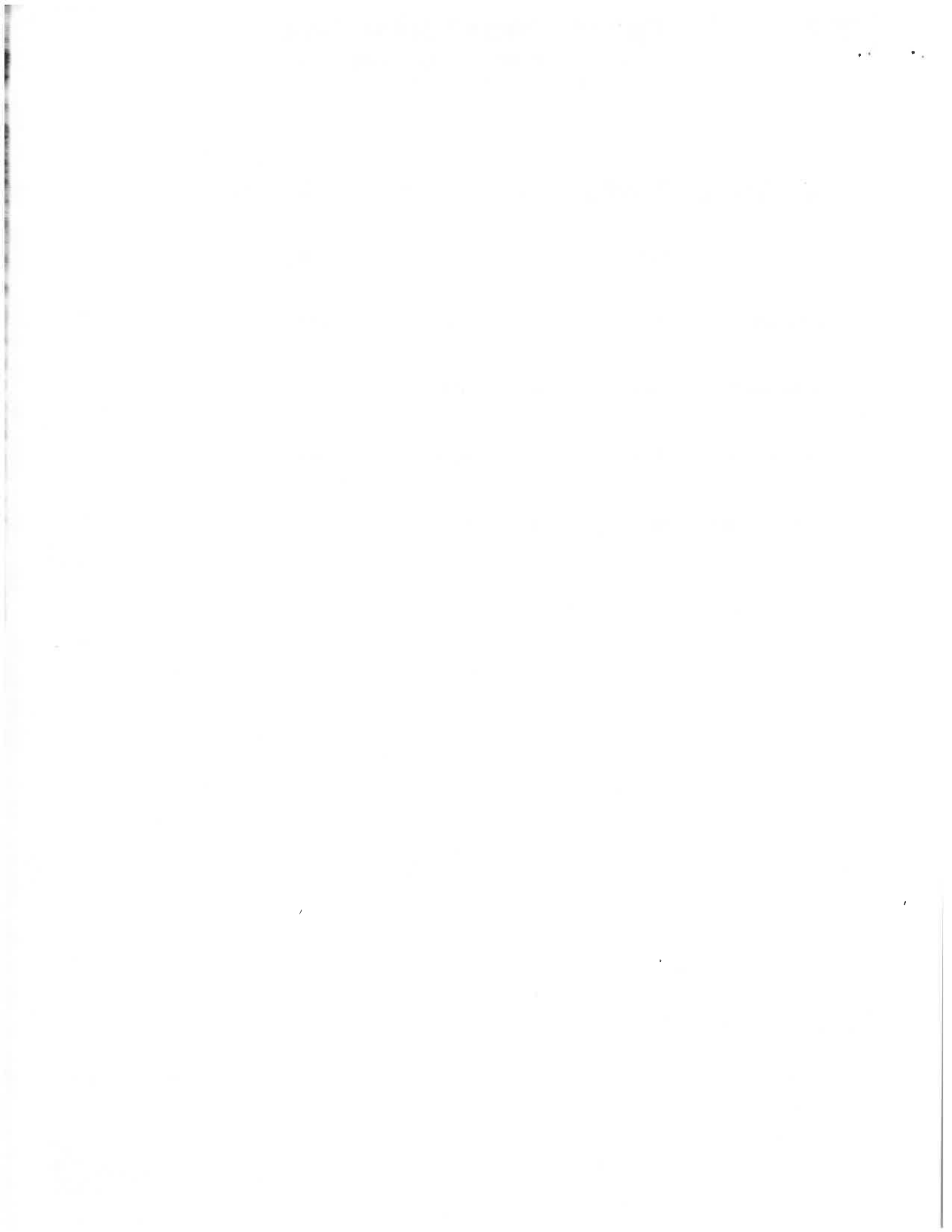
Cedar Key Water & Sewer District

Sick and Annual Leave Balances

August 2019 Amount Used 2019

<u>Employee</u>	<u>Sick Available</u>	<u>Sick Used</u>	<u>Vacation Available</u>	<u>Vacation Used</u>
Doty, Gabriel T	26:00	72:00	40:14	48:00
Johns, Alicia M.	25:57	60:30	23:05	108:00
McCain, James E.	1223:30	24:00	170:37	143:00
Quinn, William M.	236:30	53:00	203:29	114:30
Richburg, Margaret A.	0:00	73:30	61:04	95:00

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Adjusted Bill Calculation

Adjustment Information

Date Requested: 9/3/2019
Month of Service: Aug-19
Metered Usage: 12,330 Gal
Am't Billed (W&S): \$175.46

Customer Name: Nancy Sera

Account No.: 888001

Service Address: 750 4th Street

*Previous 12 Months

Average W&S Usage: 3,046 gallons/Month

Justification: Watering a newly planted palm tree and azelia bush

	Water	Sewer
Base Charges:	\$24.00	\$23.00

Water Usage

Gallons: **12,330**
0 to 3K @ \$2.43/K \$7.29
3 to 6 K @ \$4.56/K \$13.68
6 to 9 K @ \$6.43/K \$19.29
9K+ @ \$8.32/K \$9.99
Total: \$74.25

Adjusted Sewer Usage

Gallons*: **3,046**
0 to 3K @ \$1.97/K \$5.91
3 to 6 K @ \$3.99/K \$0.18
6 to 9 K @ \$5.79/K \$0.00
9K+ @ \$7.58/K \$0.00
Total: \$29.09

Adjusted Water and Sewer, Total: \$103.34

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Usage Report

From: 08/01/2018 Through: 07/31/2019

Sorted By: Account Number

For 888001

3.046 gallons

Location No	Acct No.	Name	Service	Tran Date	Measure	Act Usage	Bill Usage	Adj Usage	Adj Amt	Charges	Prior Date	Prior Read	Current Date	Current Read
888001	888001	NANCY SERA	WATER	08/31/2018	Gallons	2380.	2380.	0.	0.00	28.50	07/20/2018	9042	08/20/2018	9280
14280382	5/8" METER	WATER	WATER	10/01/2018	Gallons	1940.	1940.	0.	0.00	27.48	08/20/2018	9280	09/20/2018	9474
14280382	5/8" METER	WATER	WATER	10/31/2018	Gallons	2930.	2930.	0.	0.00	31.12	09/20/2018	9474	10/22/2018	9767
14280382	5/8" METER	WATER	WATER	11/30/2018	Gallons	2030.	2030.	0.	0.00	28.93	10/22/2018	9767	11/19/2018	9970
14280382	5/8" METER	WATER	WATER	12/31/2018	Gallons	2050.	2050.	0.	0.00	28.98	11/19/2018	9970	12/20/2018	10175
14280382	5/8" METER	WATER	WATER	01/29/2019	Gallons	2410.	2410.	0.	0.00	29.86	12/20/2018	10175	01/22/2019	10416
14280382	5/8" METER	WATER	WATER	03/01/2019	Gallons	4750.	4750.	0.	0.00	39.27	01/22/2019	10416	02/20/2019	10891
14280382	5/8" METER	WATER	WATER	04/01/2019	Gallons	4550.	4550.	0.	0.00	38.36	02/20/2019	10891	03/18/2019	11346
14280382	5/8" METER	WATER	WATER	04/30/2019	Gallons	8340.	8340.	0.	0.00	60.02	03/18/2019	11346	04/17/2019	12180
14280382	5/8" METER	WATER	WATER	05/31/2019	Gallons	1940.	1940.	0.	0.00	28.71	04/17/2019	12180	05/20/2019	12374
14280382	5/8" METER	WATER	WATER	07/01/2019	Gallons	1820.	1820.	0.	0.00	28.42	05/20/2019	12374	06/19/2019	12556
14280382	5/8" METER	WATER	WATER	07/31/2019	Gallons	1410.	1410.	0.	0.00	27.43	06/19/2019	12556	07/17/2019	12697
Grand Totals						36550.	36550.	0.	0.00	397.08				

WATER	Gallons	36550.
Totals		
Number of Accounts	1	
Number of Locations	1	
Account/Location Combinations	1	

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CEDAR KEY WATER AND SEWER DISTRICT

REQUEST FOR BILL ADJUSTMENT

Date: 8/29/2019

Name: Nancy Sera

Name on Account if Different: _____

Physical Address of Account: 750 4th St

Description of water loss including dates over which loss occurred:

watering a newly planted palm tree used
azalea bush

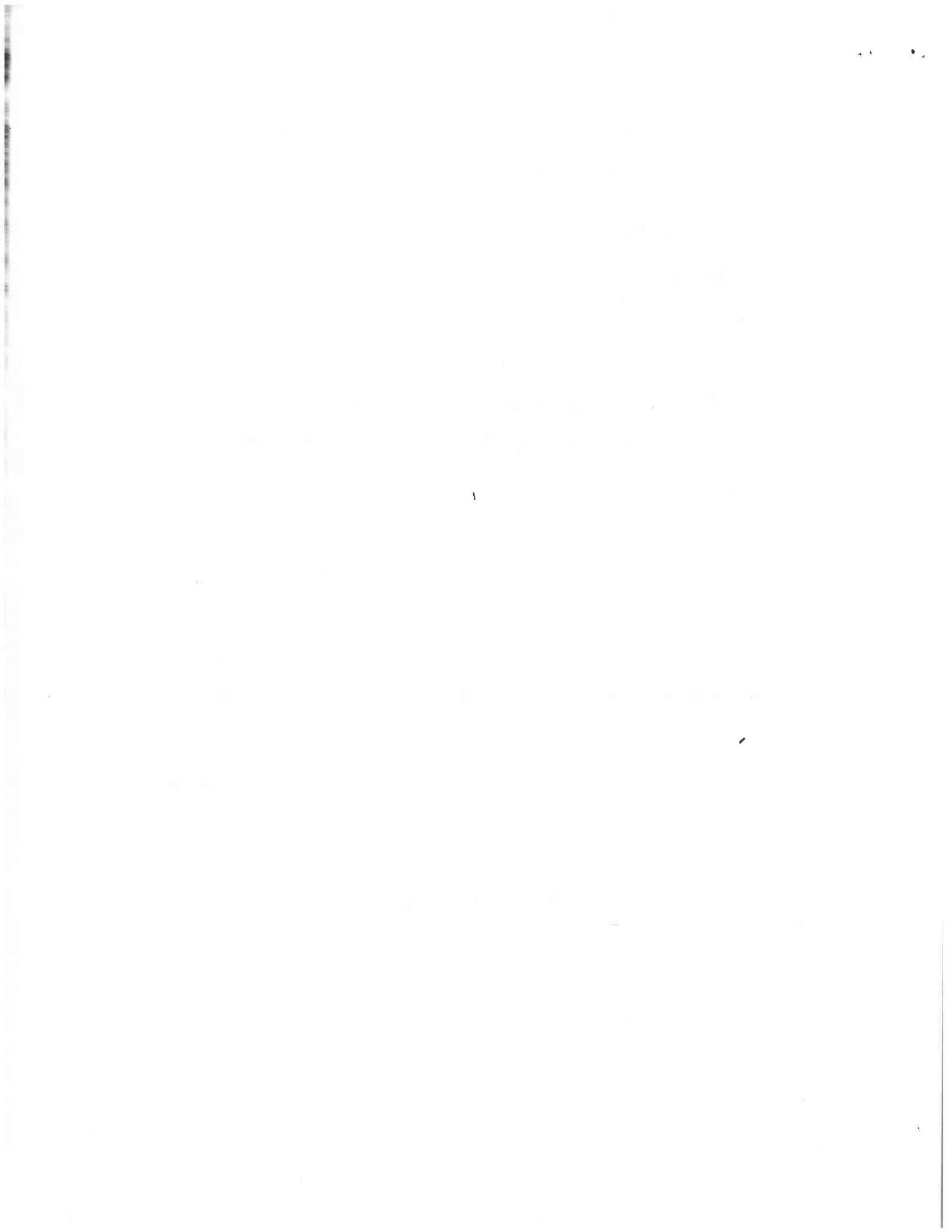
Have you requested another adjustment over the prior 3 years? Yes _____ No

Nancy Sera
Signature

Submit:

Mail: CKWSD, P.O. Box 309, Cedar Key, FL, 32625.
Email: alicia@ckwater.org
Fax: 866-278-7502
Hand: 510 3rd Street, Cedar Key.

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**Cedar Key Water and Sewer District
General Manager Report
September 9, 2019**

1. Water Plant

Chlorine Dioxide Test: The test is on hold due to continuing problems with analyzers. The test will resume as soon as the problem with the analyzers is corrected.

2. Wastewater Bridge Lines Directional Drills

Construction began on August 5 and the three drills have been completed. There remains the work of making the connections with the existing pipelines, and removing the existing pipelines from the bridges.

3. TRIM Process

Schedule for TRIM compliance:

- July Board Meeting: Set current year proposed millage rate and set date, time, and place of tentative budget hearing.
- By August 24: TRIM Notices go out.
- September 9: Tentative Budget Hearing
- September 19: Publish Newspaper Notice
- September 23: Final Budget Hearing
- By September 26: Budget Resolutions to Property Appraiser
- By October 22: Certificate of Compliance to Department of Revenue and post final budget on website

4. Groundwater Levels

DATE	ROSEWOOD	SUWANNEE	NOTE
1.1.12	7.62	1.64	6 months before saltwater intrusion
5.23.12	6.67	-.54	Near start of intrusion event
8.1.12	9.76	3.76	Near end of intrusion event
1.1.19	11.48	4.72	Start of this year
8.03.19	11.23	4.51	Previous reading
9.02.19	11.91	4.80	Current

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