

CEDAR KEY WATER AND SEWER DISTRICT NOTICE OF PUBLIC MEETING

Notice is hereby given that at 5:01 PM on February 12, 2024, the Cedar Key Water and Sewer District (“District”) will hold a public meeting at the District’s office, 510 3RD STREET, CEDAR KEY, FL 32625, to which members of the public are invited to attend and participate. A copy of the draft agenda is listed below, The District may consider and take action with respect to matters not listed on the draft agenda.

1. Call to order
2. Pledge and Moment of Silence
3. Public Comment
4. Adoption of Agenda
5. W3C Update
6. W3C Attorney Discussion
7. Approval of Board Meeting Minutes from January 8, 2024, January 15, 2024, January 22, 2024, January 29, 2024 and February 5, 2024.
8. Financial Reports: Balance Sheet; Budget Report; Checkbook Activity; Past Due Accounts Report; Employee Leave
9. Bill Adjustment Requests
10. Seacoast Bank Line of Credit Renewal
11. General Manager New Hire Discussion
13. General Managers Report
14. Attorneys Report
15. Commissioner Comments
16. Public Comment
17. Adjourn

If a person decides to appeal any decision made by the District with respect to any matter considered at the meeting, such person will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is made. In accordance with the Americans with Disabilities Act, persons needing special accommodations or an interpreter to participate in the meeting should contact the District Office at (352) 543-5285 at least three (3) business days prior to the dates of the hearing.

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

**Minutes of Regular Meeting
Board of Commissioners
January 8, 2024**

Board Members Present: Leslie Sturmer, Joe Hand, Stephen Rosenthal, Michael Borelli, Johnathan Ferguson.

Other Presents: Evan Rosenthal, Alicia Johns, James McCain, Ann Richburg, Doris Hellerman, Greg Lang, Mandy Offerle, and Mac Cox.

1. Meeting called to order at 5:01 p.m. by Michael Borelli, Chair.
2. Pledge and Prayer.
3. Public Comment.
4. Adoption of Agenda. **Motion** by Joe Hand to approve tonight's agenda. **Second** by Leslie Sturmer. Passed by vote 5-0.
5. W3C Update. Mr. Joe reported that there was no meeting in December, but at the previous meeting it was voted that Sue Colson would be appointed to the W3C Board if they decided to go to seven members. Dewberry came to the District office to meet with Joe, James and Sue Colson and talked to them about some of the things that they would be able to do to help W3C in the future. Evan discussed briefly on the Procurements that the W3C would be sending out in the near future. Ms. Leslie ask if the W3C had any plans to do an Attorney Procurement, since at the moment some of the legal fees for the W3C is being paid by the District. It was said that the W3C would discuss that at a future meeting.
6. Approval of Board Meeting Minutes from the December 11, 2023, and January 2, 2024 Board Meetings. **Motion** by Stephen Rosenthal to approve the Board Meeting Minutes from all above-listed meetings. **Second** by Johnathan Ferguson. Passed by vote 5-0.
7. Financial Reports: Balance Sheet; Budget Report; Checkbook Activity; Past Due Accounts Report; Employee Leave. The Board discussed line item 540.02 Legal Fees on the P/L and why it was so high only 3 months into the Fiscal Year. Evan let the Board know that everything he has worked on that pertained to Hurricane Idalia should be reimbursable by FEMA. The Board discussed a few more things with the Financial Reports. **Motion** by Stephen Rosenthal to accept the Financial Reports. **Second** by Joe Hand. Passed by 5-0
8. Bill Adjustment Requests. No Bill Adjustment Requests.
9. General Manager Applicants. The Board discussed Pam Brotheridge and since no one responded to Alicia's email for references, each Board member was assigned a reference to contact. Mr. Joe told the Board about his discussion with the second candidate that applied for the GM position. Mr. Joe stated that John Rittenhouse had applied but has now decided to withdraw his application after visiting Cedar Key and deciding he could not afford to relocate to Cedar Key. Mr. Joe proposed letting the candidates know that working remotely a few days a week would be an option, since both candidates that have applied so far live

almost an hour away. The Board discussed this issue a bit further and decided that it would be fine if which ever applicant that was hired be able to work remotely a few days a week if needed. With this new decision by the Board Joe was advised to get back with Mr. Rittenhouse to let him know that the Board would be ok with him working remotely a few days a week to see if he would still be interested in the position. The Board will meet again on Monday, January 15, 2024 at 5:00 pm.

10. Request Board Approval to Prepare and Advertise an Invitation to Bid for Construction of Lift Station Improvements to be FDEP Grant Agreement No. LPA0260 Upon Finalization of Design Plans. Evan and the Board discussed this and what all it entails. **Motion** by Stephen Rosenthal to advise Evan to advertise the Invitation to Bid for Construction of Lift Station Improvements for the FEDP Grant Agreement No. LPA0260 Upon Finalization of Design Plans. **Second** by Johnathan Ferguson. Passed by vote 5-0.
11. Request Board Approval of State of Florida FDEM Statewide Mutual Aid Agreement. Evan and the Board discussed this agreement and why it is necessary for approval. **Motion** by Leslie Sturmer to Approve the State of Florida FDEM Statewide Mutual Aid Agreement. **Second** by Joe Hand. Passed by vote 5-0.
12. Request Board Approval of Contract with Signal Restoration for Repair and Restoration of District Office Building. Evan briefly discussed the Signal Contract with the Board. Greg Lang discussed with the Board some of the concerns in the Contract the Board should look at in regards to the replacement of the doors and door handles, but other than that in his opinion the Contract is ready for Board approval. The Board thanked Greg Lang for his expertise in this particular area and went on to approve the Contract for Signal to do the repairs to the District's Office Building. **Motion** by Johnathan Ferguson to approve the Signal Contract for Restoration of the District Office Building contingent on the doors and door handles be updated to fiberglass and door handles be ADA compliant. **Second** by Leslie Sturmer. Passed by vote 5-0. **Motion** by Stephen Rosenthal to authorize James McCain to send out a notice to proceed with the Restoration of the Districts Office Building contingent on Signal submitting proper insurance documents and retaining the proper permits to start work. **Second** by Joe Hand. Passed by vote 5-0.
13. FEMA PA Grant Agreement for Hurricane Idalia. Evan and the Board discussed this briefly. **Motion** by Leslie Sturmer to approve the FEMA PA Grant Agreement for Hurricane Idalia. **Second** by Stephen Rosenthal. Passed by vote 5-0.
14. General Managers Report. James discussed the issues that have occurred at the Water and Wastewater Plants. James discussed his meeting with Dewberry. James and Evan discussed the Procurements that the District received. Evan let the Board know that he would be sending the bids that were received to the Board with a ranking sheet and allowing at least two weeks for the Board to go over and rank each one. The Board received three bids for Disaster Recovery and one bid for the Engineering Procurement. The Board will discuss the scoring sheets at the January 22, 2024 Board Meeting. James was asked about applicants for the Technician position. James let the Board know that he has had some applicants apply and that he, Billy, and Gabe would be going through those and narrowing them down soon.
15. Attorney Report. Evan discussed the second procurement for the Engineering work that would be done. The District only had one firm send in a Bid. Evan let the Board know the States concerns on the Bid process and how it is there process to get at least three bids. Evan advised the Board to reject the only Bid received and to readvertise the Procurement for Engineering Firms and if only one bid is received again for the District to accept that particular Bid. **Motion** by Joe Hand to reject all bids for RFQ 23-02 and to direct staff to reissue the Procurement for Engineering Services to implement the Disaster Recovery Repairs identified by the Disaster Recovery Consulting Firm. **Second** by Johnathan Ferguson.

Passed by vote 5-0.

16. Commissioner Comments. Ms. Leslie went over a spreadsheet she created to reflect the wages of current GM and the projected wages for a new Technician. The Board discussed this briefly and thanked Ms. Leslie for the work she put in on the spreadsheet. This will be discussed further at future Board Meetings.
17. Public Comments. No Public Comments
18. Adjournment: There being no more business to conduct, the meeting was adjourned at 6:17 p.m.

Michael Borelli, Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

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

**Minutes of Regular Meeting
Board of Commissioners
January 15, 2024**

Board Members Present: Leslie Sturmer, Joe Hand, Stephen Rosenthal, Michael Borelli, Johnathan Ferguson.

Other Presents: Evan Rosenthal (by phone), Alicia Johns, James McCain, Mandy Offerle, Frank Offerle, Malcom Cox, Patty Jett, and Doris Hellerman.

1. Meeting called to order at 5:01 p.m. by Michael Borelli, Chair.
2. Pledge and Moment of Silence.
3. Public Comment.
4. Adoption of Agenda. **Motion** by Stephen Rosenthal to approve tonight's agenda. **Second** by Leslie Sturmer. Passed by vote 5-0. Stephen Rosenthal asked that Item #6 Approval of Delegation of Authority Letter be moved up while waiting on Joe Hand to return to the Board Meeting, Board approved.
5. Approval of Delegation of Authority Letter. **Motion** by Stephen Rosenthal to authorize James McCain to be the authorized agent to sign any and all document pertaining to Hurricane Idalia FDEM. **Second** by Johnathan Ferguson. Passed by vote 4-0. Joe Hand was unavailable to vote.
6. General Manger Applicant Discussion. Mr. Stephen let the Board know that the reference he emailed and left a phone message to obtain a reference for Pamela Brotheridge has not responded. Mr. Mike had also not had any response to his refernce request for Pamela Brotheridge. Mr. Johnathan relayed that one of his references had not responded as of yet, but his second reference Mr. Wright at Seminole County had very nice things to say about Ms. Brotheridge and thought she may be a good fit if we chose to hire her. The Board decided that more references needed to be received for Ms. Brotheridge. The Board decided to set up and interview with Ms. Brotheridge for January 29, 2024 at 4:15 pm. The Board discussed John Rittenhouse and his references. The Board decided to have Mr. Rittenhouse come do a plant walkthrough with James at 2:00 pm on January 29, 2024 and for his interview be scheduled for 3:15 pm that same day. Alicia has been advised to renotece the Board Meeting for January 29, 2024 at 3:00 pm. The Board decided to each make a list of inteview questions to be discussed at the January 22, 2024 Board meeting, so that the Board can narrow down a list of inteview questions. Ms. Leslie let the Board know that she would be out all next week and would email all her questions and Disaster Recovery scoring sheet to Alicia for the Board Meeting on January 22, 2024. Mr. Joe relayed to the Board that the Episcopal Church has offered their Rectory House to the Board for rent for the Districts new GM. The Board decided that they could let the candidates know about the house, but the Distirct will not be renting the house or paying the rent for said house it would be totally up to the Candidate. The Board breifly discussed GM applicant Kelley Ryan. Alicia let the Board know that he has submitted and updated resume and that she will email it to the Board in the morning since the internet is down and he will be discussed further at the next Board Meeting.

7. Commissioner Comments.
8. Public Comments. James let the Board know that he would be out for the next few days. Alicia reminded the three Board Members up for re-election that all Qualifying documents were due by noon of next week.
9. Adjourn. Meeting Adjourned at 6:00 pm.

Michael Borelli, Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

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

**Minutes of Regular Meeting
Board of Commissioners
January 22, 2024**

Board Members Present: Joe Hand, Stephen Rosenthal, Michael Borelli, Johnathan Ferguson.

Other Presents: Evan Rosenthal (by phone), Alicia Johns, Mandy Offerle, Frank Offerle, Malcom Cox, and Patty Jett.

1. Meeting called to order at 5:01 p.m. by Michael Borelli, Chair.
2. Pledge and Moment of Silence.
3. Public Comment. No Public Comment at this time.
4. Adoption of Agenda. **Motion** by Stephen Rosenthal, but he would like for Item #2 on the Agenda to now say Pledge and Moment of Silence. **Second** by Joe Hand. Passed by vote of 4-0.
5. Discussion of General Manger Applicant Questions for Interviews. Alicia gave each of the Board members a copy of the questions Ms. Leslie sent. The Board discussed the question outline that Ms. Leslie sent in and decided that it was a good outline and would use it for the GM Applicant interviews on January 29, 2024. The Board then discussed the references received for John Rittenhouse and did not receive for Pamela Brotheridge. The Board briefly discussed Kelley Ryan and Eric Wietz and decided to continue on with the first two applicants since these two do not have any experience with water and wastewater. The Board discussed the negotiating process with Evan to see how they would proceed once they offer the GM position to one of the applicants.
6. Disaster Recovery Scoring. Evan and the Board discussed the scoring sheets for the Disaster Recovery Firm. Since everyone did not get their scoring sheet done it was decided to extend it for another week. All Board members will send Alicia their scoring sheets for her to tally and give totals at the next Board Meeting before the GM Applicant Interviews start.
7. Commissioner Comments. Mr. Joe let the Board know that a bill for service was sent in to W3C by Steve Warren for his work and wanted to know if the Board could gather all of the invoices for Evan's work to be submitted for reimbursement to the District. Evan let the Board know that his assistant will get that to Mr. Joe to submit to W3C.
8. Public Comments. No Public Comments.
9. Adjourn. Meeting Adjourned at 5:30 pm.

Michael Borelli, Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

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

Minutes of Regular Meeting
Board of Commissioners
January 29, 2024

Board Members Present: Leslie Sturmer, Joe Hand, Stephen Rosenthal, Michael Borelli, Johnathan Ferguson.

Other Presents: Evan Rosenthal (by phone), Alicia Johns, James McCain, Mandy Offerle, Frank Offerle, Jeri Treat, Patty Jett, Doris Hellerman, John Rittenhouse, and Pamela Brotheridge.

1. Meeting called to order at 3:00 p.m. by Michael Borelli, Chair.
2. Pledge and Moment of Silence.
3. Public Comment.
4. Adoption of Agenda. **Motion** by Stephen Rosenthal to adopt the Agenda. **Second** by Leslie Sturmer. Passed by vote 5-0.
5. Interviews of General Manger Applicants. Before the interviews started the Board discussed the interview questions and a few other things they wanted to discuss with each other after the GM Applicant interviews. The Board interviewed John Rittenhouse and Pamela Brotheridge for the position of General Manager. After the interviews the Board and James briefly discussed their likes and dislikes of each applicant. The Board and James also briefly discussed the District's Budget and other financial agreements so that they have a better idea for further discussion at the next Board Meeting. After a lot of discussion the Board decided to move forward with John Rittenhouse. **Motion** by Leslie Sturmer to offer John Rittenhouse the position of General Manager for the Cedar Key Water & Sewer District. **Second** by Joe Hand. Passed by vote 5-0. James and the Board briefly discussed the Technician position and how soon it will be before he hires someone. The Board discussed with James if he would stay on as an employee once the new GM is hired or if he will retire and be available as a consultant. James stated he would not leave once the new GM is hired, since there are still a few projects that he wants to see to fruition. James did state that he might cut his hours back until the new GM felt comfortable with the position. All of these issues will be discussed further at the next Board Meeting. The Board ask for an updated Budget for the next meeting for the Board to discuss salaries for the new GM and Technician positions and all other financial obligations the District has for this Fiscal Year. The next Board Meeting will be Monday, February 5, 2024 at 5:00 pm.
6. Scoring for Disaster Recovery RFQ. Evan and the Board discussed how each of the three firms scored. The firms from highest score to lowest score is Dewberry 460, Disaster Program Operations 390, and Intergrated Solutions Consulting 376. **Motion** by Stephen Rosenthal to accept Dewberry and the Districts Disaster Recovery Firm and to authorize James and Evan to do all paperwork to proceed. **Second** by Joe Hand. Passed by vote 5-0.
7. Commissioner Comments.

8. Public Comments. No Public Comments.
9. Adjourn. Meeting Adjourned at 6:00 pm.

Michael Borelli, Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

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

**Minutes of Regular Meeting
Board of Commissioners
February 5, 2024**

Board Members Present: Leslie Sturmer, Joe Hand, Stephen Rosenthal, Michael Borelli, Johnathan Ferguson.

Other Presents: Evan Rosenthal (by phone), Alicia Johns, James McCain, Mandy Offerle, Frank Offerle, Jeri Treat, Jim Wortham, and Mac Cox.

1. Meeting called to order at 5:01 p.m. by Michael Borelli, Chair.
2. Pledge and Moment of Silence.
3. Public Comment.
4. Adoption of Agenda. Evan ask the Board for Item #5 on the Agenda to be broken up into two separate items. **Motion** by Stephen Rosenthal to accept tonight's agenda with the changes. **Second** by Joe Hand. Passed by vote 5-0.
5. Dewberry Agreement for Disaster Consultant Services. Evan and the Board discussed the Dewberry Agreement briefly. **Motion** by Johnathan Ferguson to accept the Dewberry Agreement for Disaster Consulting Services. **Second** by Stephen Rosenthal. Passed by vote 5-0.
6. Dewberry Task Order for Damage Work. Mr. Stephen ask that the Task Order be changed since it refers to the District as the City of Cedar Key Water & Sewer District in a few areas of the Task Order. Evan let Mr. Stephen know that it would be changed. The Board had a few more questions about the Task Order for James and Evan, to which they could not answer. Evan called Robert Belltran and patched him into the meeting and the Board was able to ask all of their questions. Mr. Belltran was able to answer the Boards questions after a lengthy discussion. **Motion** by Stephen Rosenthal to accept the Dewberry Task Order with the necessary changes listed above. **Second** by Leslie Sturmer. Passed by vote 5-0.
7. General Manager Offer Discussion. The Board discussed the Budget in detail in terms of what the District will be paying out this Fiscal Year. The Board and James discussed his plans for retirement. James let the Board know that he will stay on once the new GM is hired to help him get up to speed and after that will be available at a proposed rate for consulting once he retires. The Board then discussed what they wanted to offer John Rittenhouse for the GM Position. The Board decided to offer Mr. Rittenhouse a starting salary of \$70,000 to \$75,000 with or without the insurance offered by the District along with the other fringe benefits. Mr. Joe was tasked with talking to the Districts Accountant, Robert Beauchamp, what the taxing implications would be to the District if they were to offer any type of stipen to Mr. Rittenhouse if he did not take the District offered health insurance. The Board authorized Mr. Joe and James to meet with Mr. Rittenhouse by Monday, February 5, 2024 to offer him the GM Position and to start negotiating an employee contract. James and Mr. Joe will then come back to the Board at the February 5, 2024 Board Meeting and report on what was negotiated.

8. Commissioner Comments.
9. Public Comments. No Public Comments.
10. Adjourn. Meeting Adjourned at 7:00 pm.

Michael Borelli, Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

Cedar Key Water & Sewer District
Balance Sheet
As of January 31, 2024
Jan 31, 24

ASSETS

Current Assets

Checking/Savings

Unrestricted Cash Funds

100 - Operating Account	308,955.92
102 Petty Cash	175.00
113.3 Unrestricted Savings	100,301.43

Total Unrestricted Cash Funds 409,432.35

Restricted Cash Funds

103.1 Security Deposit	14,563.87
114.00 RD Payment	50,790.00
114.02 RD RESERVE ACCOUNT	54,184.69

Total Restricted Cash Funds 119,538.56

Total Checking/Savings 528,970.91

Other Current Assets

138.10 - Due from Other Governmental Uni	65,378.19
134 - Accounts Receivable	100,192.36
135 - Allowance for A/R	-9,700.00
160 - Inventory & Materials	58,622.69

Total Other Current Assets 214,493.24

Total Current Assets 743,464.15

Fixed Assets

311.100 - WW Aeration Upgrade	15,800.00
311.105 - CIP WW Plant Upgrades	3,564.83
301 - Land	125,195.95
302 - Other Improvements	2,504,213.86
304 - Plant and Equipment	7,892,413.39
306 - Other Equipment	100,188.35
307 - Sewer Machinery	130,629.33
308 - Computer S/W	10,417.35
309 - Vehicles	125,128.96
311 - Less Accum Depreciation	-6,353,923.48

Total Fixed Assets 4,553,628.54

Other Assets

170 - Utility Deposit	141.19
311 - Construction in Progress	
312 - CIP-SRF Project	140,250.00
313 - CIP - SRF District Match	26,000.00

Total 311 - Construction in Progress 166,250.00

Total Other Assets 166,391.19

TOTAL ASSETS 5,463,483.88

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Cedar Key Water & Sewer District Balance Sheet

As of January 31, 2024

Jan 31, 24

485 · Note Payable -RD - Current	20,000.00
403- Emplo Ret Con Payabale	580.20
407-01 SS Tax Payable	309.80
408 - Sales Tax Payable	56.89
411 - Unearned Revenues	11,100.72
450 · Fed. Income Taxes Payable	-1,379.77
482 - Accrued Int Pay	2,307.53
483 · Accrued Compensated Absences	16,625.00
484 -Customer Deposits Payable	14,657.25
Total Other Current Liabilities	64,257.62
Total Current Liabilities	64,257.62
Long Term Liabilities	
460 · N/P-Rural Development	1,016,000.00
500 - Accrd Compen Absences-LT	13,946.00
Total Long Term Liabilities	1,029,946.00
Total Liabilities	1,094,203.62
Equity	
598 · Restricted for Debt Service	42,655.47
3900 · Retained Earnings	551,995.01
599 · Investment in Capital Assets -	3,663,878.54
Net Income	110,751.24
Total Equity	4,369,280.26
TOTAL LIABILITIES & EQUITY	5,463,483.88

Cedar Key Water & Sewer District Profit & Loss Budget vs. Actual October 2023 through January 2024

	Oct '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
341 · City Portion of Leases	0.00	2,058.00	-2,058.00	0.0%
300 - Income				
305 - Water Revenue	173,643.52	526,000.00	-352,356.48	33.01%
310 - Sewer Revenues	169,438.49	442,000.00	-272,561.51	38.34%
325 · Penalties	3,473.32	1,200.00	2,273.32	289.44%
330 - Earned Interest	1,338.21	1,150.00	188.21	116.37%
335 · New Meter Charges	1,080.00	1,200.00	-120.00	90.0%
350 - Misc Income	357.60	1,600.00	-1,242.40	22.35%
365. Meter Installation Fee	240.00	505.00	-265.00	47.53%
382 - Grant - Legislative 2016	0.00	0.00	0.00	0.0%
383- DEP Sewer Grant	74,492.70			
300.00 · Income - Other	0.00	250.00	-250.00	0.0%
Total 300 - Income	424,063.84	973,905.00	-549,841.16	43.54%
Other Sources Of Income				
315 - Ad Valorem Tax				
315.100 · Ad Valorem	209,892.97	387,484.00	-177,591.03	54.17%
315 - Ad Valorem Tax - Other	0.00	0.00	0.00	0.0%
Total 315 - Ad Valorem Tax	209,892.97	387,484.00	-177,591.03	54.17%
331 · City Contribution	2,441.14			
340 · Rental Income	7,077.13	24,000.00	-16,922.87	29.49%
370 · Water Charge New Connection	3,000.00	24,500.00	-21,500.00	12.25%
371 · Sewer Charge New Connection	3,000.00			
333 · Other Miscellaneous	2,357.42	1,000.00	1,357.42	235.74%
364 · Gain on Sale of Equipment	0.00	0.00	0.00	0.0%
Total Other Sources Of Income	227,768.66	436,984.00	-209,215.34	52.12%
Total Income	651,832.50	1,412,947.00	-761,114.50	46.13%
Gross Profit	651,832.50	1,412,947.00	-761,114.50	46.13%
Expense				
Bad Check	255.58			
500 · GENERAL AND ADMINISTRATIVE				
510 · Payroll				
510.01 · Salaries	104,481.86	312,500.00	-208,018.14	33.43%
510.02 · Social Security/Medicare	7,834.93	24,000.00	-16,165.07	32.65%
510.03 · Retirement	13,357.09	31,512.00	-18,154.91	42.39%
510.04 · Health, Dental & Life Ins	22,162.63	76,373.00	-54,210.37	29.02%
510.05 · Workers Comp.	4,287.66	8,500.00	-4,212.34	50.44%
510.06 · Compensated Absence Expense	0.00	0.00	0.00	0.0%
Total 510 · Payroll	152,124.17	452,885.00	-300,760.83	33.59%
520 · Office				
520.01 · Supplies	2,085.22	3,000.00	-914.78	69.51%
520.02 · Postage & Shipping	1,446.20	7,600.00	-6,153.80	19.03%
520.03 · Copier, Computer, Billing, Etc.	3,698.90	5,000.00	-1,301.10	73.98%

Cedar Key Water & Sewer District
Profit & Loss Budget vs. Actual
October 2023 through January 2024

	<u>Oct '23 - Jan 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
520.04 · Printing and Copying	19.99	1,500.00	-1,480.01	1.33%
520.05 · Web Portal/E-Billing	0.00	250.00	-250.00	0.0%
520.08 · Bad Debt Expense	0.00	0.00	0.00	0.0%
520.10 · Rents	921.31			
Total 520 · Office	8,171.62	17,350.00	-9,178.38	47.1%
530 · Utilities				
530.01 · Fuel For Equipment	3,103.75	10,000.00	-6,896.25	31.04%
530.02 · Solid Waste Disposal	628.45	1,400.00	-771.55	44.89%
530.03 · Telephone	6,785.43	10,500.00	-3,714.57	64.62%
530 · Utilities - Other	0.00	0.00	0.00	0.0%
Total 530 · Utilities	10,517.63	21,900.00	-11,382.37	48.03%
540 · Professional Fees				
540.01 · Audit & Accounting	0.00	34,000.00	-34,000.00	0.0%
540.02 · Management/Legal	17,152.35	32,000.00	-14,847.65	53.6%
540.03 · Property Appraiser's Fee	0.00	6,750.00	-6,750.00	0.0%
540.05 · Tax Collector Fees	1,069.22	5,500.00	-4,430.78	19.44%
540.04.Water/Wastewater Operator	0.00	0.00	0.00	0.0%
Total 540 · Professional Fees	18,221.57	78,250.00	-60,028.43	23.29%
550 - General Repair & Maint				
550.01 · Vehicle	546.52	3,000.00	-2,453.48	18.22%
550.02 · Equipment and Tools	0.00	2,000.00	-2,000.00	0.0%
550.03 · Building	62.06	500.00	-437.94	12.41%
550.04 · Supplies	751.18	900.00	-148.82	83.46%
550.05 · New Tools	0.00	0.00	0.00	0.0%
Total 550 - General Repair & Maint	1,359.76	6,400.00	-5,040.24	21.25%
560 · Other				
560.01 · Property/Liability Ins.	71,251.34	56,300.00	14,951.34	126.56%
560.03 · Continuing Education	100.00	2,500.00	-2,400.00	4.0%
560.04 · Annual Fees & Dues	200.00	6,000.00	-5,800.00	3.33%
560.05 · Ads and Publications	2,699.53	2,500.00	199.53	107.98%
560.06 · Miscellaneous	26,906.96	1,500.00	25,406.96	1,793.8%
560.07 · Contingency	10,601.70	125,322.00	-114,720.30	8.46%
Total 560 · Other	111,759.53	194,122.00	-82,362.47	57.57%
Total 500 · GENERAL AND ADMINISTRATIVE	302,154.28	770,907.00	-468,752.72	39.2%
600 · DIRECT WATER EXPENSES				
610 · Chemicals and Filters				
610.01 · Chemicals	33,385.97	83,000.00	-49,614.03	40.22%
610.02 · Miex Resin	0.00	20,000.00	-20,000.00	0.0%
Total 610 · Chemicals and Filters	33,385.97	103,000.00	-69,614.03	32.41%
620 - Laboratory				
620.01 · In House Lab	468.23	2,750.00	-2,281.77	17.03%
620.02 · Outside Lab	248.00	2,200.00	-1,952.00	11.27%
Total 620 - Laboratory	716.23	4,950.00	-4,233.77	14.47%
630 - Regulatory				

Cedar Key Water & Sewer District Profit & Loss Budget vs. Actual October 2023 through January 2024

	Oct '23 - Jan 24	Budget	\$ Over Budget	% of Budget
630.01 · Permits	0.00	150.00	-150.00	0.0%
Total 630 - Regulatory	0.00	150.00	-150.00	0.0%
640 · Repairs and Maintenance				
640.01 · Piping and Distribution	1,454.97	20,000.00	-18,545.03	7.28%
640.02 · Equipment	3,926.00	16,000.00	-12,074.00	24.54%
640.03 · Building & Grounds	0.00	4,000.00	-4,000.00	0.0%
640.04 · Water Tower Maintenance	9,198.86	20,000.00	-10,801.14	45.99%
640.05 · Generators Annual Mainte	0.00	2,000.00	-2,000.00	0.0%
640.06 · Water Plant Maintenance	0.00	25,000.00	-25,000.00	0.0%
Total 640 · Repairs and Maintenance	14,579.83	87,000.00	-72,420.17	16.76%
650 · Utilities				
650.01 · Electric	8,056.07	27,500.00	-19,443.93	29.3%
650.02 · Propane	0.00	1,000.00	-1,000.00	0.0%
650.03 · Telephone	1,531.67	1,500.00	31.67	102.11%
Total 650 · Utilities	9,587.74	30,000.00	-20,412.26	31.96%
660 · Other				
660.01 · Professional Fees	0.00	10,000.00	-10,000.00	0.0%
660.02 · Engineering-SRF Planning	0.00	0.00	0.00	0.0%
660.04 Prof. Fees- Water Plant	0.00	0.00	0.00	0.0%
660.05 Pilot Study- Water Plant	0.00	0.00	0.00	0.0%
660.20 . Contingency	0.00	0.00	0.00	0.0%
Total 660 · Other	0.00	10,000.00	-10,000.00	0.0%
670 · Capital Expenditures				
670.04 · New Vehicle	0.00	50,000.00	-50,000.00	0.0%
Total 670 · Capital Expenditures	0.00	50,000.00	-50,000.00	0.0%
680 · Loans				
680.07 · DCB - LOC Interest	0.00	0.00	0.00	0.0%
680-05 · RD - Water System Interest	0.00	29,040.00	-29,040.00	0.0%
680.06 · RD-Water System Principal	0.00	20,000.00	-20,000.00	0.0%
Total 680 · Loans	0.00	49,040.00	-49,040.00	0.0%
685.00 · Contingency	0.00	10,000.00	-10,000.00	0.0%
690.1 · Depreciation Water	0.00	0.00	0.00	0.0%
Total 600 · DIRECT WATER EXPENSES	58,269.77	344,140.00	-285,870.23	16.93%
700 · DIRECT WASTEWATER EXPENSES				
710 · Chemicals and Filters				
710.01 · Chemicals	9,735.36	27,500.00	-17,764.64	35.4%
Total 710 · Chemicals and Filters	9,735.36	27,500.00	-17,764.64	35.4%
720 · Laboratory				
720.01 · In House Lab	468.22	0.00	468.22	100.0%
720.02 · Outside Lab	4,153.55	14,100.00	-9,946.45	29.46%
Total 720 · Laboratory	4,621.77	14,100.00	-9,478.23	32.78%
730 · Regulatory				
730.01 · Permits	0.00	1,000.00	-1,000.00	0.0%
730.02 · Biosolids Hauling	12,780.00	85,000.00	-72,220.00	15.04%

Cedar Key Water & Sewer District Profit & Loss Budget vs. Actual October 2023 through January 2024

	Oct '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Total 730 · Regulatory	12,780.00	86,000.00	-73,220.00	14.86%
740 · Repairs Maintenance Other				
740.01 · Piping & Distribution	44,062.10	30,000.00	14,062.10	146.87%
740.02 · Equipment	4,658.01	30,000.00	-25,341.99	15.53%
740.03 · Building and Grounds	85.00	50,000.00	-49,915.00	0.17%
740.04 · Generator-Annual Maintenance	11,245.25	10,000.00	1,245.25	112.45%
Total 740 · Repairs Maintenance Other	60,050.36	120,000.00	-59,949.64	50.04%
750 · Utilities				
750.01 · Electric	9,911.64	35,000.00	-25,088.36	28.32%
750.02 · Propane	0.00	1,800.00	-1,800.00	0.0%
Total 750 · Utilities	9,911.64	36,800.00	-26,888.36	26.93%
760 · Other				
760.01 · Professional Fees -WWTP Permit	0.00	3,500.00	-3,500.00	0.0%
760.02 · Contingency	0.00	10,000.00	-10,000.00	0.0%
Total 760 · Other	0.00	13,500.00	-13,500.00	0.0%
770.000 · DEP Grant Expenses				
770.100 · DEP Sewer Grant - Engineering	83,302.50	0.00	83,302.50	100.0%
Total 770.000 · DEP Grant Expenses	83,302.50	0.00	83,302.50	100.0%
790.1 · Depreciation Sewer	0.00	0.00	0.00	0.0%
Total 700 · DIRECT WASTEWATER EXPENSES	180,401.63	297,900.00	-117,498.37	60.56%
Total Expense	541,081.26	1,412,947.00	-871,865.74	38.3%
Net Ordinary Income	110,751.24	0.00	110,751.24	100.0%
Net Income	110,751.24	0.00	110,751.24	100.0%

Cedar Key Water & Sewer District
Monthly Checkbook Activity
As of January 31, 2024

Date	Num	Name	Memo	Amount
Unrestricted Cash Funds				
100 - Operating Account				
01/01/2024		Deposit	Deposit	136.97
01/01/2024	32158	ACH Return	Julie Harlow	-171.42
01/01/2024	32159	Re-Trun ACH	Galpin	-63.00
01/01/2024	32160	ACH Return	Jody Lane	-80.38
01/02/2024		Deposit	Deposit	515.28
01/03/2024	32073	Alicia Johns	Mileage146 miles @ .655= 95.63 01/03/2024	-95.63
01/03/2024	32074	Baskerville-Donovan, I	Invoice No. 09 8/4/2023-10232023 DEP Agreeemen	-46,358.70
01/03/2024	Bankdraft	Transferred	For Payment September 01,2024	-49,967.50
01/03/2024		Deposit	Verizon	1,159.00
01/03/2024		Deposit	Nextower	955.09
01/03/2024		Deposit	Charter	459.88
01/03/2024		Deposit	Deposit	137.49
01/04/2024	32076	Quinn, William M.	Pay Check	-747.35
01/04/2024	32077	Richburg, Margaret A.	Pay Check	-553.58
01/04/2024	32079	Ferguson, Johnathan F	Pay Check	-738.80
01/04/2024	32078	Borelli, Michael A	Pay Check	-369.40
01/04/2024	32080	Hand, Joseph G.	Pay Check	-369.40
01/04/2024	32081	Rosenthal, Stephen B.	Pay Check	-369.40
01/04/2024		Deposit	Deposit	707.70
01/04/2024	32161	Deposit Return Item		-160.05
01/05/2024	32075	Johns, Alicia M.	Pay Check	-586.20
01/05/2024	32082	Doty, Gabriel T	Pay Check	-1,400.98
01/05/2024	32083	McCain, James E.	Pay Check	-1,203.83
01/05/2024	Bankdraft	EFTPS	59-1156008	-1,746.58
01/05/2024		Deposit	Deposit	193.81
01/07/2024		Deposit	Deposit	116.10
01/08/2024		Deposit	Deposit	195.20
01/09/2024		Deposit	Deposit	58.78
01/10/2024		Deposit	Deposit	194.46
01/11/2024	32084	Johns, Alicia M.	Pay Check	-651.21
01/11/2024	32085	Doty, Gabriel T	Pay Check	-1,149.48
01/11/2024	32086	McCain, James E.	Pay Check	-1,203.83
01/11/2024	32087	Richburg, Margaret A.	Pay Check	-553.57
01/11/2024	32088	AMERICAN PIPE & T	Invoice No.94188 01/09/24	-3,195.00
01/11/2024	32089	AT & T # 2	352-543-6405 937 1988 12/26/23	-315.00
01/11/2024	32090	CLOUD CONTROL EN	Cell Modem 2765 1/02/24	-1,350.00
01/11/2024	32091	Central FL Electric	Electric Bills 12/27/2023	-4,199.83
01/11/2024	32092	Elan Financial Services	4798 5103 5327 0230 01/24	-1,410.89
01/11/2024	32093	Gator Works Computin	Invoice NO: 23-26712	-301.00
01/11/2024	32094	Hach Company	Invoice NO: 13866775. HACH 48940	-7,548.46
01/11/2024	32095	Dewberry Engineers, Ir #	2374102	-2,733.40
01/11/2024	32096	Ellis Automated Corpor	Invoice No:4095/ 01/11/24	-1,551.01
01/11/2024	32097	Hawkins, Inc.d/b/a Dun	Invoice NO: 6657564,6641108,6657566,6641109	-12,610.82

Cedar Key Water & Sewer District Monthly Checkbook Activity

As of January 31, 2024

Date	Num	Name	Memo	Amount
01/11/2024	32098	Konica Minolta Busine	Invoice No: 291369282	-88.03
01/11/2024	32099	Marina Hardware At Ce	220 11/23	-437.90
01/11/2024	32100	NAPA Gulf Coast Parts	1999 9/23	-86.72
01/11/2024	32101	Nabors Giblin & Nicker	Invoice No: 1108-22064 4972 hje	-2,321.04
01/11/2024	32102	Utility Service Co., Inc	Invoice No: 596395 01/24	-4,599.43
01/11/2024	32103	Verizon # 2	Invoice No: 9952501641	-99.80
01/11/2024	32104	Verizon Wireless # 1	Invoice No: 842009805-00001	-109.66
01/11/2024	32105	Quinn, William M.	Pay Check	-747.34
01/11/2024	BANKDRAFT	EFTPS	59-1156008	-1,327.00
01/12/2024		Deposit	Deposit	57.75
01/13/2024		Deposit	Deposit	119.48
01/16/2024	Bankdraft	FMP,TF Pension Servi	12/23	-4,096.10
01/16/2024	32106	Aqua Pure Water & Se	Invoice No: 86706 12/23	-452.00
01/16/2024	BankDraft	Wex Bank Marathon FI	Invoice No: 94235138 12/23	-337.76
01/16/2024	bANKDRAFT	Wex Bank Marathon FI	Invoice No: 94235138 12/23	-527.81
01/16/2024	32107	Alicia Johns	Mileage146 miles @ .655= 95.63 01/17/2024	-95.63
01/16/2024		Deposit	Deposit	6,039.70
01/16/2024		Deposit	Deposit	7,912.12
01/16/2024		Deposit	Deposit	121.18
01/17/2024		Deposit	Deposit	5,333.72
01/17/2024		Deposit	Deposit	7,446.69
01/17/2024		Deposit	Deposit	213.64
01/18/2024	32108	Johns, Alicia M.	Pay Check	-672.55
01/18/2024	32109	Richburg, Margaret A.	Pay Checks	-553.58
01/18/2024	32110	McCain, James E.	Pay Check	-1,203.84
01/18/2024	32111	Doty, Gabrial T		-1,089.69
01/18/2024	32112	Richburg, Margaret A.		-553.57
01/18/2024	32113	Baskerville-Donovan, II	Invoice No: 45024 BDI Project No:12350301 10/23	-8,809.80
01/18/2024	Bankdraft	City Of Cedar Key	Solid Waste Dec.2023	-128.69
01/18/2024	32114	GRAYBAR FINANCIAL	Invoice No: 15885525 YEALINK PHONE SYSTEM	-187.73
01/18/2024	32115	Quinn, William M.	Pay Check	-856.28
01/18/2024	Bankdraft	EFTPS	59-1156008	-1,481.72
01/18/2024	32116	Florida Department Of	Certiricate NO: 48-8012445825-3 07/23-12/23	-112.24
01/18/2024		Deposit	Deposit	6,532.40
01/18/2024	Bankdraft	Wex Bank Marathon FI	Invoice No: 94964118 12/23	-527.81
01/19/2024		Deposit	Deposit	57.75
01/24/2024	32118	Mary Rains	2004 GMC Truck Repair	-350.00
01/24/2024		Deposit	Deposit	59.38
01/25/2024	32119	Quinn, William M.	Pay Check	-1,009.16
01/25/2024	32120	McCain, James E.	Pay Check	-1,203.84
01/25/2024		Deposit	Deposit	9,016.47
01/25/2024		Deposit	Deposit	297.44
01/25/2024	32162	dEPOSIT RETURNED ITEM		-59.48
01/25/2024	32163	Deposit Return Item		-60.24
01/25/2024		Deposit	Darling outdoor grease	69.56

Cedar Key Water & Sewer District Monthly Checkbook Activity

As of January 31, 2024

Date	Num	Name	Memo	Amount
01/25/2024		Deposit	Refund AT&T	1,162.72
01/25/2024		Deposit	Deposit	446.01
01/25/2024		Deposit	Deposit	250.00
01/25/2024		Deposit	Deposit	955.09
01/25/2024		Deposit	Deposit	250.00
01/25/2024		Deposit	Grinder Box	480.00
01/25/2024		Deposit	Verizon	1,159.00
01/25/2024		Deposit	Deposit	526.40
01/25/2024		Deposit	Deposit	1,266.41
01/26/2024	32117	Johns, Alicia M.	Pay Check	-600.42
01/26/2024	32121	Doty, Gabrial T	Pay Check	-816.23
01/26/2024	Bankdraft	EFTPS	59-1156008	-1,165.90
01/26/2024		Deposit	Deposit	366.26
01/27/2024		Deposit	Deposit	178.81
01/28/2024		Deposit	Deposit	127.51
01/28/2024		Re-Fund	OVER PAY	1,191.35
01/30/2024	32122	Billy Quinn		-30.00
01/31/2024		Deposit	Deposit	10,166.84
01/31/2024		Deposit	Deposit	29,700.38
Total 100 - Operating Account				<u>-84,220.87</u>
Total Unrestricted Cash Funds				<u>-84,220.87</u>
TOTAL				<u>-84,220.87</u>

Cedar Key Water and Sewer District

Penalty Register

Detailed

For charges due before 02/01/2024

Account Balance as of 02/01/2024

Disconnect Date 02/09/2024

Sorted by: Route + Reading Sequence

Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
5001	5001	ALICE LATTIMER	11431 SW 154TH AVE.					
WATER	P1			2300008329	37.17	20.00	0.00	57.17
SEWER					34.64	0.00	0.00	34.64
		ALICE LATTIMER	Total		71.81	20.00	0.00	91.81
37001	37001	CLAMTASTIC	11990 HWY 24					
WATER	P1			2300082616	173.65	20.00	0.00	193.65
SEWER					146.32	0.00	0.00	146.32
		CLAMTASTIC	Total		319.97	20.00	0.00	339.97
42001	42001	DAVID COLSON	12232 SW SR 24					
WATER	P1			14346385	52.57	20.00	0.00	72.57
		DAVID COLSON	Total		52.57	20.00	0.00	72.57
81001	81001	W.E. KNIGHT	12406 SR 24					
WATER	P1			14346305	41.68	20.00	0.00	61.68
SEWER					39.52	0.00	0.00	39.52
		W.E. KNIGHT	Total		81.20	20.00	0.00	101.20
118001	118001	JOHN ZATTERA	12632 SR 24					
WATER	P1			14280567	92.30	20.00	0.00	112.30
SEWER					67.75	0.00	0.00	67.75
		JOHN ZATTERA	Total		160.05	20.00	0.00	180.05
142001	142001	DANIEL KISS	12920 SR 24					
WATER	P1			14280658	79.25	20.00	0.00	99.25
		DANIEL KISS	Total		79.25	20.00	0.00	99.25
148001	148001	DOUGLAS	12850 WHIDDEN AVE.					
WATER	P1			14280583	36.46	20.00	0.00	56.46
SEWER					34.06	0.00	0.00	34.06
		DOUGLAS	Total		70.52	20.00	0.00	90.52
160001	160001	SILVERHALL LLC	1133 WHIDDEN AVE					
WATER	P1			2100035368	23.65	20.00	0.00	43.65
SEWER					28.35	0.00	0.00	28.35
		SILVERHALL LLC	Total		52.00	20.00	0.00	72.00
176001	176001	JOSEPH ALLEN SR	1274 WHIDDEN AVE.					
WATER	P1			12943638	30.66	20.00	0.00	50.66
SEWER					29.37	0.00	0.00	29.37
		JOSEPH ALLEN SR	Total		60.03	20.00	0.00	80.03
186001	186001	GLYNN WARWICK	1149 PALMETTO DR.					
WATER	P1			2100035379	37.48	20.00	0.00	57.48
SEWER					35.66	0.00	0.00	35.66
		GLYNN WARWICK	Total		73.14	20.00	0.00	93.14
225001	225001	SOLITUDE LANDING	16850 SW AIRPORT RD.					
WATER	P1			12601756	29.52	20.00	0.00	49.52
SEWER					28.45	0.00	0.00	28.45
		SOLITUDE LANDING	Total		57.97	20.00	0.00	77.97
230001	230001	BRIAN SKARUPSKI	13551 SW AIRPORT RD.					
WATER	P1			2100035360	35.44	20.00	0.00	55.44
SEWER					54.51	0.00	0.00	54.51
		BRIAN SKARUPSKI	Total		89.95	20.00	0.00	109.95
238001	238001	AVENT, A.W. (PP)	13730 SW AIRPORT RD.					
WATER	P1			19125739	29.76	20.00	0.00	49.76
SEWER					28.64	0.00	0.00	28.64

Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
238001	238001	AVENT, A.W. (PP)	13730 SW AIRPORT RD.					
		AVENT, A.W. (PP)	Total		58.40	20.00	0.00	78.40
272001	272001	DENISE LUDTKE	1150 HAWTHORNE AVE.					
				2100160620	32.57	20.00	0.00	52.57
					30.92	0.00	0.00	30.92
		DENISE LUDTKE	Total		63.49	20.00	0.00	83.49
277001	277001	CHERI THOMAS	1182 SHELLCREST-DBL					
				2100160616	36.43	20.00	0.00	56.43
					34.04	0.00	0.00	34.04
		CHERI THOMAS	Total		70.47	20.00	0.00	90.47
309001	309001	DAVID WEIBLE	16490 PARODA AVE.					
				17336210	224.62	20.00	0.00	244.62
					155.54	0.00	0.00	155.54
		DAVID WEIBLE	Total		380.16	20.00	0.00	400.16
313001	313001	LAURA GRIFFIN	1241 INGLESIDE DR.					
				2100185322	34.45	20.00	0.00	54.45
					32.44	0.00	0.00	32.44
		LAURA GRIFFIN	Total		66.89	20.00	0.00	86.89
319001	319001	MARTIN KEARIN	1250 INDIANA AVE					
				12943661	31.94	20.00	0.00	51.94
					30.79	0.00	0.00	30.79
		MARTIN KEARIN	Total		62.73	20.00	0.00	82.73
369001	369001	CHESTER VANDERPYL	12031 SW 165TH AVE.					
				12943625	84.48	20.00	0.00	104.48
					61.30	0.00	0.00	61.30
		CHESTER VANDERPYL	Total		145.78	20.00	0.00	165.78
388001	388001	DIANE KONZEN	16650 SW 120TH PL.					
				14280841	29.43	20.00	0.00	49.43
					28.37	0.00	0.00	28.37
		DIANE KONZEN	Total		57.80	20.00	0.00	77.80
1640001	1640001	JOHN EVANS	12361 WATSON CIRCLE					
				22198122	30.15	20.00	0.00	50.15
					28.96	0.00	0.00	28.96
		JOHN EVANS	Total		59.11	20.00	0.00	79.11
448001	448001	JOHN ANASTASI	12750 JERNIGAN AVE.					
				2100035365	53.80	20.00	0.00	73.80
					31.91	0.00	0.00	31.91
		JOHN ANASTASI	Total		85.71	20.00	0.00	105.71
512001	512001	RACHEL MARASCALCO	192 2ND ST-CC 315					
				18258667	31.91	20.00	0.00	51.91
					30.38	0.00	0.00	30.38
		RACHEL MARASCALCO	Total		62.29	20.00	0.00	82.29
519001	519001	STACY GERVAIS	82 2ND ST-CC 214					
				2300008322	1.63	20.00	0.00	21.63
					29.75	0.00	0.00	29.75
		STACY GERVAIS	Total		31.38	20.00	0.00	51.38
520001	520001	RENEE SMITH	82 2ND ST-CC 215					
				22114901	30.27	20.00	0.00	50.27
					29.05	0.00	0.00	29.05
		RENEE SMITH	Total		59.32	20.00	0.00	79.32
540001	540001	ROBERT HOLZRICHTER	11 OLD MILL DRIVE - 2A					
				2000047472	33.11	20.00	0.00	53.11
					31.35	0.00	0.00	31.35
		ROBERT HOLZRICHTER	Total		64.46	20.00	0.00	84.46
567001	567001	SAMANTHA BENFIELD	11 OLD MILL DRIVE- 8E					
				14280446	29.76	20.00	0.00	49.76
					28.64	0.00	0.00	28.64
		SAMANTHA BENFIELD	Total		58.40	20.00	0.00	78.40
618001	618001	ROBERT THOMPSON	211 2ND STREET - 331					
				14062245	32.00	20.00	0.00	52.00

Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
618001	618001	ROBERT THOMPSON	211 2ND STREET - 331		30.46	0.00	0.00	30.46
		SEWER						
		ROBERT THOMPSON	Total		62.46	20.00	0.00	82.46
680001	680001	BIG DECK	331 DOCK ST.		99.08	20.00	0.00	119.08
		WATER P1		13935878	114.06	0.00	0.00	114.06
		SEWER			213.14	20.00	0.00	233.14
		BIG DECK	Total					
682001	682001	TIPSY COW	360 DOCK STREET		98.05	20.00	0.00	118.05
		WATER P1		22198113	72.79	0.00	0.00	72.79
		SEWER			170.84	20.00	0.00	190.84
		TIPSY COW	Total					
1048001	1048001	LIAM & MADI'S	360 DOCK STREET		36.58	20.00	0.00	56.58
		WATER P1		2200064397	34.16	0.00	0.00	34.16
		SEWER			70.74	20.00	0.00	90.74
		LIAM & MADI'S	Total					
704001	704001	KEN COLEN	550 1ST ST IP#104		31.67	20.00	0.00	51.67
		WATER P1		13484055	30.19	0.00	0.00	30.19
		SEWER			61.86	20.00	0.00	81.86
		KEN COLEN	Total					
728001	728001	JEANA MILLIGAN	509 1ST ST.		7.30	20.00	0.00	27.30
		WATER P1		13935882	55.70	0.00	0.00	55.70
		SEWER			63.00	20.00	0.00	83.00
		JEANA MILLIGAN	Total					
1670001	1670001	CEDAR KEY BAKERY	315 2ND STREET		29.40	20.00	0.00	49.40
		WATER P1		2100182430	29.40	20.00	0.00	49.40
		SEWER						
		CEDAR KEY BAKERY	Total					
769001	769001	UF IFAS	552 1 STREET		29.40	20.00	0.00	49.40
		WATER P1		12943636	28.35	0.00	0.00	28.35
		SEWER			57.75	20.00	0.00	77.75
		UF IFAS	Total					
813001	813001	FRANK FULLER	7081 G. ST.		37.86	20.00	0.00	57.86
		WATER P1		14280657	35.20	0.00	0.00	35.20
		SEWER			73.06	20.00	0.00	93.06
		FRANK FULLER	Total					
807001	807001	THE MARKET	7031 D STREET		31.73	20.00	0.00	51.73
		WATER P1		2100182415	39.61	0.00	0.00	39.61
		SEWER			71.34	20.00	0.00	91.34
		THE MARKET	Total					
808001	808001	NAPA	573 3RD STREET		50.98	20.00	0.00	70.98
		WATER P1		22198117	29.63	0.00	0.00	29.63
		SEWER			80.61	20.00	0.00	100.61
		NAPA	Total					
809001	809001	JUSTIN HUFFMAN	658 4TH ST.		222.86	20.00	0.00	242.86
		WATER P1		14280377	166.57	0.00	0.00	166.57
		SEWER			389.43	20.00	0.00	409.43
		JUSTIN HUFFMAN	Total					
826001	826001	HINKLES CLAMS LLC	1 DOCK/ALLEN		78.80	20.00	0.00	98.80
		WATER P1		13935880	78.80	20.00	0.00	98.80
		SEWER						
		HINKLES CLAMS LLC	Total					
899001	899001	ELADIO LAMBERSON	610 5TH ST.		37.45	20.00	0.00	57.45
		WATER P1		14346865	56.61	0.00	0.00	56.61
		SEWER			94.06	20.00	0.00	114.06
		ELADIO LAMBERSON	Total					
900001	900001	TONYA LAMBERT	634 5TH ST.		7.78	20.00	0.00	27.78
		WATER P1		12943629	31.08	0.00	0.00	31.08
		SEWER			38.86	20.00	0.00	58.86
		TONYA LAMBERT	Total					
910001	910001	FRANK MOLITOR	758 5TH STREET		30.87	20.00	0.00	50.87
		WATER P1		13935876	29.54	0.00	0.00	29.54
		SEWER						

Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
910001	910001	FRANK MOLITOR	758 5TH STREET					
		FRANK MOLITOR	Total		60.41	20.00	0.00	80.41
920001	920001	SHIRLISHA BRYANT	881 G. ST.					
				2000047489				
					32.90	20.00	0.00	52.90
					31.18	0.00	0.00	31.18
		SHIRLISHA BRYANT	Total		64.08	20.00	0.00	84.08
923001	923001	TRACI ARGAVES	850 6TH ST.					
				14346512				
					34.09	20.00	0.00	54.09
					32.15	0.00	0.00	32.15
		TRACI ARGAVES	Total		66.24	20.00	0.00	86.24
951001	951001	GLYNDA DOVER	918 8TH ST.					
				14346496				
					92.51	20.00	0.00	112.51
					90.05	0.00	0.00	90.05
		GLYNDA DOVER	Total		182.56	20.00	0.00	202.56
955001	955001	SUE (LH) COLSON	836 8TH ST.					
				14062613				
					44.87	20.00	0.00	64.87
					41.28	0.00	0.00	41.28
		SUE (LH) COLSON	Total		86.15	20.00	0.00	106.15

Total Customers 47
Prev. Balance \$4,509.64
Penalty \$940.00
Total Tax \$0.00
Account Balance \$5,449.64

Previously Posted Penalty \$0.00

Employee Time off Accrued and Used

Doty, Gabriel T

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
01/11/2024	32085	01/06/2024	01/12/2024	65.00	1.90	-	13.30	2.00	-	18.00	-
01/18/2024	32111	01/13/2024	01/19/2024	59.00	1.90	-	15.20	2.00	8.00	12.00	8.00
01/26/2024	32121	01/20/2024	01/26/2024	46.00	1.90	-	17.10	2.00	-	14.00	-
01/05/2024	32082	12/30/2023	01/05/2024	75.00	1.90	-	19.00	2.00	-	16.00	-
				245.00	7.60	0.00	19.00	8.00	8.00	16.00	8.00

Johns, Alicia M.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
01/11/2024	32084	01/06/2024	01/12/2024	43.00	3.13	-	40.58	2.00	-	11.45	-
01/18/2024	32108	01/13/2024	01/19/2024	43.00	3.13	-	43.72	2.00	-	13.45	-
01/26/2024	32117	01/22/2024	01/26/2024	41.00	3.13	-	46.85	2.00	-	15.45	-
01/05/2024	32075	01/01/2024	01/05/2024	40.00	3.13	-	49.98	2.00	-	17.45	-
				167.00	12.53	0.00	49.98	8.00	0.00	17.45	0.00

McCain, James E.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
01/11/2024	32086	01/06/2024	01/12/2024	40.00	3.13	-	335.65	2.00	-	911.80	-
01/18/2024	32110	01/13/2024	01/19/2024	40.00	3.13	32.00	306.78	2.00	-	913.80	-
01/25/2024	32120	01/20/2024	01/26/2024	40.00	3.13	6.50	303.42	2.00	11.00	904.80	11.00
01/05/2024	32083	12/30/2023	01/05/2024	40.00	3.13	-	306.55	2.00	5.00	901.80	5.00
				160.00	12.53	38.50	306.55	8.00	16.00	901.80	16.00

Quinn, William M.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
01/11/2024	32105	01/06/2024	01/12/2024	40.00	3.13	8.00	208.63	2.00	-	299.50	-
01/18/2024	32115	01/13/2024	01/19/2024	46.00	3.13	-	211.77	2.00	-	301.50	-
01/25/2024	32119	01/20/2024	01/26/2024	55.00	3.13	-	214.90	2.00	-	303.50	-
01/04/2024	32076	12/30/2023	01/05/2024	40.00	3.13	-	218.03	2.00	8.00	297.50	8.00
				181.00	12.53	8.00	218.03	8.00	8.00	297.50	8.00

Richburg, Margaret A.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
01/11/2024	32087	01/08/2024	01/12/2024	32.00	3.13	2.00	44.10	2.00	6.00	-2.00	6.00
01/18/2024	32109	01/13/2024	01/19/2024	32.00	3.13	-	47.23	2.00	-	-	-
01/18/2024	32112	01/13/2024	01/19/2024	32.00	3.13	32.00	18.37	2.00	-	2.00	-
01/04/2024	32077	01/01/2024	01/05/2024	32.00	3.13	-	21.50	2.00	-	4.00	-
				128.00	12.53	34.00	21.50	8.00	6.00	4.00	6.00

Adjusted Bill Calculation

Adjustment Information

Date Requested: 2/9/2024
Month of Service: Jan-24
Metered Usage: 1,069,000 Gal
Am't Billed (W&S): \$20,922.20

Customer Name: FWCC
Account No.: 4001
Service Address: 11350 SW 153rd Court
*Previous 12 Months
Average W&S Usage: 133,442 gallons/Month

Justification: Leak found under concrete slab.

	Water	Sewer
Base Charges:	\$70.35	\$67.92

Water Usage

Gallons: **1,069,000**

0 to 3K @ \$2.99/K	\$8.97
3 to 6 K @ \$5.60/K	\$16.80
6 to 9 K @ \$7.90/K	\$23.70
9K+ @ \$10.22/K	\$10,833.20
Total:	\$10,953.02

Adjusted Sewer Usage

Gallons*: **133,442**

0 to 3K @ \$2.42/K	\$7.26
3 to 6 K @ \$4.89/K	\$14.67
6 to 9 K @ \$7.11/K	\$21.33
9K+ @ \$9.30/K	\$373.33
Total:	\$484.51

Adjusted Water and Sewer, Total: \$11,437.53

Usage Report

From: 01/01/2023 Through: 02/09/2024

Sorted By: Account Number
For 4001

Location No	Acct No.	Change Out	Name	Service	Tran Date	Measure	Act Usage	Bill Usage	Adj Usage	Adj Amt	Charges	Prior Date	Prior Read	Current Date	Current Read
4001	4001	4001	FWCC				11350 SW 153RD CT			02					
2100160627		2" METER	WATER		02/01/2023	Gallons	20000	20000	0	0.00	221.13	12/19/2022	5088	01/18/2023	5288
2100160627		2" METER	WATER		03/02/2023	Gallons	61300	61300	0	0.00	622.98	01/18/2023	5288	02/21/2023	5901
2100160627		2" METER	WATER		03/31/2023	Gallons	45000	45000	0	0.00	464.38	02/21/2023	5901	03/20/2023	6351
2100160627		2" METER	WATER		04/28/2023	Gallons	77300	77300	0	0.00	778.66	03/20/2023	6351	04/20/2023	7124
2100160627		2" METER	WATER		05/31/2023	Gallons	58800	58800	0	0.00	598.65	04/20/2023	7124	05/18/2023	7712
2100160627		2" METER	WATER		06/30/2023	Gallons	85700	85700	0	0.00	860.39	05/18/2023	7712	06/19/2023	8569
2100160627		2" METER	WATER		07/31/2023	Gallons	123500	123500	0	0.00	1228.19	06/19/2023	8569	07/20/2023	9804
2100160627		2" METER	WATER		09/08/2023	Gallons	124900	124900	0	0.00	1241.81	07/20/2023	9804	08/21/2023	11053
2100160627		2" METER	WATER		09/29/2023	Gallons	184700	184700	0	0.00	1823.66	08/21/2023	11053	09/25/2023	12900
2100160627		2" METER	WATER		11/01/2023	Gallons	161400	161400	0	0.00	1677.35	09/25/2023	12900	10/19/2023	14514
2100160627		2" METER	WATER		12/01/2023	Gallons	256200	256200	0	0.00	2646.20	10/19/2023	14514	11/20/2023	17076
2100160627		2" METER	WATER		12/29/2023	Gallons	402500	402500	0	0.00	4141.39	11/20/2023	17076	12/18/2023	21101
2100160627		2" METER	WATER		02/01/2024	Gallons	1069000	1069000	0	0.00	10953.02	12/18/2023	21101	01/18/2024	31791
							Totals for Customer/Location/Service: 4001 / 4001 / WATER	2,670,300	2,670,300	0					
4001A	4001	4001	FWCC				11350 SW 153RD CT			02					
10902981		2" METER	WATER		02/01/2023	Gallons	700	700	0	0.00	0.00	12/19/2022	36110	01/18/2023	36180
10902981		2" METER	WATER		03/02/2023	Gallons	1100	1100	0	0.00	0.00	01/18/2023	36180	02/21/2023	36290
10902981		2" METER	WATER		03/31/2023	Gallons	800	800	0	0.00	0.00	02/21/2023	36290	03/20/2023	36370
10902981		2" METER	WATER		04/28/2023	Gallons	1100	1100	0	0.00	0.00	03/20/2023	36370	04/20/2023	36480
10902981		2" METER	WATER		05/31/2023	Gallons	800	800	0	0.00	0.00	04/20/2023	36480	05/18/2023	36560
10902981		2" METER	WATER		06/30/2023	Gallons	900	900	0	0.00	0.00	05/18/2023	36560	06/19/2023	36650
10902981		2" METER	WATER		07/31/2023	Gallons	900	900	0	0.00	0.00	06/19/2023	36650	07/20/2023	36740
10902981		2" METER	WATER		09/08/2023	Gallons	1000	1000	0	0.00	0.00	07/20/2023	36740	08/21/2023	36840
10902981		2" METER	WATER		09/29/2023	Gallons	900	900	0	0.00	0.00	08/21/2023	36840	09/25/2023	36930
10902981		2" METER	WATER		11/01/2023	Gallons	700	700	0	0.00	0.00	09/25/2023	36930	10/19/2023	37000
10902981		2" METER	WATER		12/01/2023	Gallons	800	800	0	0.00	0.00	10/19/2023	37000	11/20/2023	37080
10902981		2" METER	WATER		12/29/2023	Gallons	800	800	0	0.00	0.00	11/20/2023	37080	12/18/2023	37160
10902981		2" METER	WATER		02/01/2024	Gallons	1000	1000	0	0.00	0.00	12/18/2023	37160	01/26/2024	37260
							Totals for Customer/Location/Service: 4001 / 4001A / WATER	2,681,800	2,670,300	0					
Grand Totals															
						Gallons	2681800	2670300	0	0.00	27257.81				

From: Fussell, Johnny <Johnny.Fussell@MyFWC.com>
Sent: Thursday, February 8, 2024 12:23 PM
To: alicia@ckwater.org
Subject: FWC facility

Good morning, Alicia. I am emailing you regarding the water leak at the FWC facility. I was forwarded your information from Mary here at the facility. I was told I could reach out to you about our issue. After digging through old water bills it appears that the leak started in December of 2020. The December 2020 bill was for 3610 units and the January 2021 bill was for 32,300 units. It has been steadily increasing since. We have located and isolated the leak which is under the facility concrete slab. I am working on a plan for repair. Any assistance with the billing (adjustment) and/or recommendations for plumbing companies would be appreciated. Please let me know if you have any questions or thoughts around this.

Thanks,

Johnny Fussell Jr.
Regional Maintenance Supervisor
Facilities Management
Fish and Wildlife Research Institute
Fish & Wildlife Conservation Commission
Cell (352)-756-2615



From: Tonya Sullivan <Tonya.Sullivan@seacoastbank.com>
Sent: Tuesday, February 6, 2024 11:11 AM
To: alicia@ckwater.org
Subject: FW: Cedar Key Water & Sewer Line of Credit renewal
Attachments: 3 SBS Application REV021423.pdf

Alicia,
Please provide the meeting minutes showing who will sign (if the signers do not have existing accounts with Seacoast, I may need to gather more info to add them to our system, we would need to create a customer profile for the signer). You may want to collect a color copy of the signer's driver license at your board meeting on Monday.
Thanks,
Tonya



Tonya Sullivan | Business Development Officer | NMLS #1686693
1627 N Young Boulevard Chiefland, FL 32626
Tonya.Sullivan@SeacoastBank.com | O: 352.490.4015 | T: 800.706.9991



From: Tonya Sullivan
Sent: Tuesday, February 6, 2024 10:55 AM
To: Rob Alexander <Rob.Alexander@seacoastbank.com>; alicia@ckwater.org
Subject: RE: Cedar Key Water & Sewer Line of Credit renewal

Hi Alicia,
Please find attached an application for the loan renewal, please confirm who the signers will be and what their titles are. I'll also need an up-to-date P & L and Balance Sheet.
Let me know if you have any questions.
Thank you kindly,
Tonya Sullivan



Tonya Sullivan | Business Development Officer | NMLS #1686693
1627 N Young Boulevard Chiefland, FL 32626
Tonya.Sullivan@SeacoastBank.com | O: 352.490.4015 | T: 800.706.9991



From: Rob Alexander <Rob.Alexander@seacoastbank.com>
Sent: Tuesday, February 6, 2024 10:40 AM

To: alicia@ckwater.org
Cc: Tonya Sullivan <Tonya.Sullivan@seacoastbank.com>
Subject: Cedar Key Water & Sewer Line of Credit renewal

Alicia,

It was nice talking to you earlier. I am looping in Tonya Sullivan as she will be handling the renewal since she handled the renewal last year. We are hopeful we can make this renewal quick and easy. I told Tonya you will be meeting with the board on Monday to make sure they want to renew this line, but based on previous conversations with them you are pretty sure they will want to renew.

Tonya, will you please touch base with Alicia regarding the financial information we will require for the renewal?

“Thank you” to both of you!!



Rob Alexander | *VP, Commercial Banker II*
1627 N. Young Boulevard Chiefland, FL 32626
Rob.Alexander@SeacoastBank.com | **O:** 352.490.4035 | **T:** 800.706.9991



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FINANCIAL DOCUMENT CHECKLIST - PLEASE PROVIDE THE FOLLOWING:

- Business Tax Return for last 2 years with all schedules and K-1's. If last year is not available, then year end financial statements.
- Personal Tax Returns for all owners for the last 2 years to include all schedules, K-1's, and W2's if applicable.
- Copy of invoice or contract if funds are to be used to purchase fixed assets.

CREDIT REQUEST PROFILE

Loan Amount Requested \$		Date Needed by	
Type of Loan Request	If Refinance, where is the loan currently held?		
Loan Purpose/Use of Proceeds		Term (Months)	
Type of Collateral	Purchase Price \$	Purchase Date	
Collateral Description			

BUSINESS PROFILE/INFORMATION

Legal Name			
Business Address		City	State
Mailing Address		City	State
State of Organization	Federal Tax ID/EIN	Phone Number	
Organization Structure/Type	Date Organized	Number of Employees	
Nature of Business			
Describe your Products/Services and Number of Locations & Where			
Web Address		Email Address	

FINANCIAL PROFILE/INFORMATION

Business Accounting Firm	Phone Number
Business Primary Bank	Phone Number
Total Balance of Business Checking Accounts Not Including Seacoast Bank	
Annual Revenue or Sales \$	Year Ending

ADDITIONAL BUSINESS DEBT

Is the Business an Endorser, Guarantor, or Co-maker for obligations not listed on its financial statements (i.e. Contingent Liabilities)?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, how much?	\$
Is the Business a party to any claim or lawsuit?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe?	
Does the Business have any delinquent taxes (i.e., FICA/Payroll Taxes, Sales Taxes, Property Taxes, or Other)?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, how much?	\$
Has the Business ever declared bankruptcy?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, when?	
Have any of the Business Guarantors ever declared bankruptcy?			
<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, explain?	

OWNERSHIP PROFILE #1		GUARANTOR <input type="checkbox"/> YES <input type="checkbox"/> NO		CONTROLLING PARTY? <input type="checkbox"/> YES <input type="checkbox"/> NO	
PLEASE COMPLETE THE FOLLOWING SECTION FOR EACH INDIVIDUAL WHO HAS 25% OR MORE OWNERSHIP OF THE COMPANY.					
Owner #1		Date of Birth		% Owner	
Home Address		City		State Zip	
Social Security #		Housing Expense / Rent or Own / Monthly Payment \$			
Driver's License #		License Issue Date		License Expiration Date	
Bank where primary checking account is located			Annual Income \$		
Do you have any delinquent taxes (Property Taxes, Income Taxes, or Other)?			Are you obligated to make Alimony, Support, or Maintenance Payments?		
<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much? \$			<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much? \$		

OWNERSHIP PROFILE #2		GUARANTOR <input type="checkbox"/> YES <input type="checkbox"/> NO		CONTROLLING PARTY? <input type="checkbox"/> YES <input type="checkbox"/> NO	
PLEASE COMPLETE THE FOLLOWING SECTION FOR EACH INDIVIDUAL WHO HAS 25% OR MORE OWNERSHIP OF THE COMPANY.					
Owner #2		Date of Birth		% Owner	
Home Address		City		State Zip	
Social Security #		Housing Expense / Rent or Own / Monthly Payment \$			
Driver's License #		License Issue Date		License Expiration Date	
Bank where primary checking account is located			Annual Income \$		
Do you have any delinquent taxes (Property Taxes, Income Taxes, or Other)?			Are you obligated to make Alimony, Support, or Maintenance Payments?		
<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much? \$			<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much? \$		

OWNERSHIP PROFILE #3		GUARANTOR <input type="checkbox"/> YES <input type="checkbox"/> NO		CONTROLLING PARTY? <input type="checkbox"/> YES <input type="checkbox"/> NO	
PLEASE COMPLETE THE FOLLOWING SECTION FOR EACH INDIVIDUAL WHO HAS 25% OR MORE OWNERSHIP OF THE COMPANY.					
Owner #3		Date of Birth		% Owner	
Home Address		City		State Zip	
Social Security #		Housing Expense / Rent or Own / Monthly Payment \$			
Driver's License #		License Issue Date		License Expiration Date	
Bank where primary checking account is located			Annual Income \$		
Do you have any delinquent taxes (Property Taxes, Income Taxes, or Other)?			Are you obligated to make Alimony, Support, or Maintenance Payments?		
<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much? \$			<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much? \$		

OWNERSHIP PROFILE #4		GUARANTOR <input type="checkbox"/> YES <input type="checkbox"/> NO		CONTROLLING PARTY? <input type="checkbox"/> YES <input type="checkbox"/> NO	
PLEASE COMPLETE THE FOLLOWING SECTION FOR EACH INDIVIDUAL WHO HAS 25% OR MORE OWNERSHIP OF THE COMPANY.					
Owner #4		Date of Birth		% Owner	
Home Address		City		State Zip	
Social Security #		Housing Expense / Rent or Own / Monthly Payment \$			
Driver's License #		License Issue Date		License Expiration Date	
Bank where primary checking account is located			Annual Income \$		
Do you have any delinquent taxes (Property Taxes, Income Taxes, or Other)?			Are you obligated to make Alimony, Support, or Maintenance Payments?		
<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much? \$			<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much? \$		

CONTROLLING PARTY					
PLEASE COMPLETE THIS SECTION IF CONTROLLING PARTY IS NOT ONE OF THE ABOVE PROFILES.					
Name and Title of Natural Person Opening Account					
(Controlling party is one individual with significant responsibility for managing the Legal Entity listed in this agreement: An executive officer or senior manager (e.g. Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, Managing Member, General Partner, President, Vice President, Treasurer); or, Any other individual who regularly performs similar functions.					
If appropriate, an individual listed in the section above may also be listed in this section.)					
Name			Date of Birth		
Driver's License #		License Issue Date		License Expiration Date	
Passport # (only applicable for Non-US Residents.)			Social Security #		
Address (Residential or Business)		City		State Zip	

CREDIT REFERENCE AUTHORIZATION

I hereby authorize any Bank, Savings & Loan Association, Financial Institution, Credit Union, Credit Reporting Agency, or any other organization, institution, or persons, that have any records or knowledge of me and/or the Company listed as "Borrower" of which I am an authorized representative to give Seacoast Bank, any information pertaining to my financial records or credit worthiness. A photographic copy of this authorization shall be as valid as the original and may be attached to the verification forms (if applicable).

NOTICE OF RIGHT TO REQUEST SPECIFIC REASON(S) FOR THE CREDIT DENIAL AT TIME OF APPLICATION

If your application for business credit is denied, you have the right to a written statement of the specific reasons for the denial. To obtain the statement, please contact Seacoast Bank, Post-Closing Department, PO Box 9012, Stuart, FL 34995-9012 (772) 221-2659 within 60 days from the date you are notified of our decision. You may also contact the individual with whom you were working on your credit request. We will send you a written statement of reasons for the denial within 30 days of receiving request for the statement.

NOTICE OF REPORTING NEGATIVE INFORMATION

We may report information about your account to credit bureaus. Late payments, missed payments, or other defaults on your account may be reflected in your credit report.

APPRAISAL REQUEST WHEN SECURED BY A 1 TO 4 FAMILY DWELLING

We may order an appraisal to determine the property's value and charge you for this appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close. You can pay for an additional appraisal for your own use at your own cost.

NOTICE

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided that the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any rights under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this creditor is:

Bureau of Consumer Financial Protection
1700 G Street NW
Washington, DC 20006

USA PATRIOT ACT

To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account.

BANK SECRECY ACT

The Bank Secrecy Act aids the government in combating terrorism and other national security threats. Each time an account is opened for a covered **Legal Entity**, the Bank Secrecy Act requires us to ask you for identifying information (name, address, date of birth, Tax Identification Number), as well as identification documentation for

- Each individual that has 25 percent or more Beneficial Ownership in the Legal Entity; and,
- One individual that has Significant Managerial Control of the Legal Entity.

If you are opening an account on behalf of a Legal Entity, you will be required to provide name, date of birth, Tax Identification Number, and address. For foreign owners, you also will be asked to provide a copy of the owner's passport, and certify that all information is true and accurate to the best of your knowledge.

AGREEMENT

Signer(s) certifies that he/she is authorized to execute this Application on behalf of the business named above, and that all information provided, including federal income tax returns, is complete, true and correct. Signer(s) authorizes Bank to obtain personal, consumer, and/or business reports, including inquiries to the Internal Revenue Service, in their names as individuals at any time. If the business is a corporation or partnership, all owners/principals must sign and include their corporate partnership title. I certify that the information contained in this application is true and accurate. I acknowledge that I have read the above disclosures and will retain the copy provided for my records.

1. Signature / Borrower	Title	Date
2. Signature / Borrower	Title	Date
3. Signature / Borrower	Title	Date
4. Signature / Borrower	Title	Date

To be completed by Seacoast Bank Representative. This application was taken/received: Face-to-Face Mail/fax Telephone Internet