

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

REGULAR MEETING  
April 12, 2021, 5:00 P.M.

**NOTE LOCATION CHANGE: IN ORDER TO ACHIEVE DISTANCING REQUIREMENTS, THE MEETING WILL BE HELD AT THE CEDAR KEY COMMUNITY CENTER, 809 6<sup>TH</sup> STREET, CEDAR KEY**

1. Call to order.
2. Pledge and Prayer.
3. Adoption of Agenda.
4. Approval of minutes of March 8, 2021 regular meeting.
5. Financial Reports: Balance Sheet; Budget Report; Checkbook Activity; Past Due Accounts Report; Employee Leave.
6. Public Input.
7. Resolutions:
8. Bill Adjustments:
9. General Manager Report.
10. Attorney Report.
11. Commissioner Comments.
12. Public Input.
13. Adjourn.

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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. If you have a disability and need an accommodation in order to participate in this meeting, please contact THE District office at (352) 543-5285 at least 2 business days prior to the meeting. TTY users please call 711 (Florida Relay Service).

**FOR COMPLETE MEETING MATERIALS GO TO  
*CKWATER.ORG* AND CLICK ON "MEETING PACKET" ON  
TAB FOR \*\* MEETING AT BOTTOM OF HOME PAGE**

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

**Minutes of Regular Meeting  
Board of Commissioners  
March 8, 2021**

Board Members Present: Joe Hand, Stephen Rosenthal, Dottie Haldeman, Leslie Sturmer, Chris Reynolds.

Others Present: Chad Wisdom, John McPherson, Jan and Clay Childers, Mack Cox, James McCain, William Quinn, Ann Richburg, Alicia Johns

1. Meeting called to order at 5:00 p.m. by Stephen Rosenthal, Chair.
2. Pledge and Prayer.
3. John McPherson was presented with a plaque in appreciation for his time as general manager.
4. Adoption of Agenda. **Motion** by Chris Reynolds to adopt the agenda as presented. **Second** by Dottie Haldeman. Passed by a vote of 5-0.
5. Approval of Minutes. **Motion** by Dottie Haldeman to accept the minutes of the regular meeting of February 8, 2021, with correction of “concrete” to “contract” in the CROM section of the minutes. **Second** by Joe Hand. Passed by a vote of 5-0.
6. Financial Reports. Budget, Balance Sheet, Checkbook Activity, and Employee Leave reports were presented for review. A question was raised as to why line 520.03 is so high. It was explained that several items, such as website expenses and billing paper are paid for in advance. The General Manager was requested to put the fraction of the year transpired on the percent of budget column. **Motion** by Dottie Haldeman to accept the financial reports as presented. **Second** by Leslie Sturmer. Passed by a vote of 5-0.
7. Public Input. Public input was requested but none was provided.
8. General Manager Report.
  - a. *Water Plant.* The GM reported that authorization has been received from DEP to re-run the 90-day pilot test with new carbon filtration medium and keeping the Miex online. He reported that the carbon has been replaced, the re-run of the test commenced on January 25, 2021, and the first set of DBP samples were taken to the lab on February 2 which showed very good results, with a second set taken during the first week of March.
  - b. *Wastewater System.* The GM reported that a meeting was held with CROM corporation to begin concrete repairs at the WWTP, and that the parties will be preparing a work order to authorize the first set of repairs.

- c. *Cell Service.* The GM reported that the final lease agreements with Verizon have now been executed by all parties.
  - d. *Covid-19.* The GM reported that the District continues to follow mask-wearing and separation protocols at the District office, and that wastewater samples continue to be taken to UF for analysis.
9. Attorney Report.
- a. *Chad Wisdom Contract.* The attorney presented a revised contract with the general manager containing new language regarding Chad’s commitment to obtaining hsi water and wastewater licenses as soon as possible.
  - b. *Bobby Witt Connection.* The attorney reported that it was staff’s recommendation that the directional drilling needed for Mr. Witt’s connection be paid for by the District because that would be consistent with past practice of no charging for connections if the line is on the same street as the applicant’s property. He also presented proposed language to deal with future situations like Mr. Witt’s. **Motion** by Dottie Haldeman to approve the District paying for the connection to Mr. Witt’s property. **Second** by Leslie Sturmer. Passed by a vote of 5-0. After further discussion, the attorney was directed to bring back the proposed amendment, with recommended changes, back to the Board as a resolution.
10. Public Input. Public input was requested, but none was provided.
11. Commissioner Comments: Staff was reminded to provide election materials to Alicia.
12. Adjournment: There being no further business to conduct, the meeting was adjourned at 6:06 p.m.

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 Stephen B. Rosenthal, Chairperson

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 Leslie Sturmer, Commissioner &  
 Secretary of the Board

Date: \_\_\_\_\_

**Cedar Key Water & Sewer District**  
**Balance Sheet**  
As of March 31, 2021  
Mar 31, 21

**ASSETS**

Current Assets

Checking/Savings

Unrestricted Cash Funds

100 - Operating Account	72,488.77
102 Petty Cash	175.00
113.3 Unrestricted Savings	70,000.25

Total Unrestricted Cash Funds 142,664.02

Restricted Cash Funds

103.1 Security Deposit	13,301.02
114.00 RD Payment	49,357.50
114.02 RD RESERVE ACCOUNT	39,266.00
Restricted Cash Funds - Other	-106.76

Total Restricted Cash Funds 101,817.76

Total Checking/Savings 244,481.78

Other Current Assets

135.5 - Unbilled Receivables	23,205.28
134 - Accounts Receivable	90,819.61
135 - Allowance for A/R	-9,700.00
160 - Inventory & Materials	68,049.87

Total Other Current Assets 172,374.76

Total Current Assets 416,856.54

Fixed Assets

301 - Land	125,195.95
302 - Other Improvements	2,504,213.86
304 - Plant and Equipment	7,815,779.58
306 - Other Equipment	98,091.31
307 - Sewer Machinery	125,954.72
308 - Computer S/W	9,540.64
309 - Vehicles	84,786.96
311 - Less Accum Depreciation	-5,817,908.82

Total Fixed Assets 4,945,654.20

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
313.25 - CIP - Special Legislative 38091	-250.00
313.50 - CIP - (Sp Leg 38091) District	250.00

Total 311 - Construction in Progress 166,250.00

Total Other Assets 166,391.19

**TOTAL ASSETS 5,528,901.93**

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

**Cedar Key Water & Sewer District**  
**Balance Sheet**  
 As of March 31, 2021

Mar 31, 21

<b>Accounts Payable</b>	
330 · Accounts Payable	-3,999.50
<b>Total Accounts Payable</b>	-3,999.50
<b>Other Current Liabilities</b>	
482.5 · Accrued Interest Payable - LOC	332.91
485 · Note Payable -RD - Current	18,000.00
407-01 SS Tax Payable	-0.02
408 - Sales Tax Payable	-317.32
411 - Unearned Revenues	10,109.46
450 · Fed. Income Taxes Payable	-239.14
482 - Accrued Int Pay	2,387.86
483 · Accrued Compensated Absences	16,255.00
484 -Security Deposit Payable	13,301.02
<b>Total Other Current Liabilities</b>	59,829.77
<b>Total Current Liabilities</b>	55,830.27
<b>Long Term Liabilities</b>	
460 · N/P-Rural Development	1,075,000.00
500 - Accrd Compen Absences-LT	7,580.00
<b>Total Long Term Liabilities</b>	1,082,580.00
<b>Total Liabilities</b>	1,138,410.27
<b>Equity</b>	
597 · R/E Prior Period Adjustment	31,083.87
598 · Restricted for Debt Service	34,364.00
3900 · Retained Earnings	245,379.56
599 · Investment in Capital Assets -	3,918,904.00
Net Income	160,760.23
<b>Total Equity</b>	4,390,491.66
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>5,528,901.93</b>

## Cedar Key Water & Sewer District Profit & Loss Budget vs. Actual October 2020 through March 2021

	Oct '20 - Mar 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>300 - Income</b>				
305 - Water Charge	240,103.22	464,000.00	-223,896.78	51.75%
310 - Sewer Charges	198,730.53	388,000.00	-189,269.47	51.22%
315 - Ad Valorem Tax				
315.100 - Ad Valorem	189,964.98	213,000.00	-23,035.02	89.19%
<b>Total 315 - Ad Valorem Tax</b>	<b>189,964.98</b>	<b>213,000.00</b>	<b>-23,035.02</b>	<b>89.19%</b>
325 - Penalties	0.00	2,500.00	-2,500.00	0.0%
330 - Earned Interest	0.25	20.00	-19.75	1.25%
335 - New Meter Charges	900.00	1,000.00	-100.00	90.0%
340 - Rent	5,967.50	15,050.00	-9,082.50	39.65%
350 - Misc Income	9,738.91	3,500.00	6,238.91	278.26%
360 - Carry Forward	0.00	25,000.00	-25,000.00	0.0%
365. Meter Installation Fee	360.00	1,000.00	-640.00	36.0%
382 - Grant - Legislative 2016	61,994.79	173,000.00	-111,005.21	35.84%
<b>Total 300 - Income</b>	<b>707,760.18</b>	<b>1,286,070.00</b>	<b>-578,309.82</b>	<b>55.03%</b>
<b>Total Income</b>	<b>707,760.18</b>	<b>1,286,070.00</b>	<b>-578,309.82</b>	<b>55.03%</b>
<b>Gross Profit</b>	<b>707,760.18</b>	<b>1,286,070.00</b>	<b>-578,309.82</b>	<b>55.03%</b>
<b>Expense</b>				
<b>500 - GENERAL AND ADMINISTRATIVE</b>				
<b>510 - Payroll</b>				
510.01 - Salaries	130,214.68	262,026.00	-131,811.32	49.7%
510.02 - Social Security/Medicare	10,732.66	20,045.00	-9,312.34	53.54%
510.03 - Retirement	16,139.55	29,609.00	-13,469.45	54.51%
510.04 - Health, Dental & Life Ins	27,962.28	53,500.00	-25,537.72	52.27%
510.05 - Workers Comp.	5,416.95	5,500.00	-83.05	98.49%
<b>Total 510 - Payroll</b>	<b>190,466.12</b>	<b>370,680.00</b>	<b>-180,213.88</b>	<b>51.38%</b>
<b>520 - Office</b>				
520.01 - Supplies	1,544.68	2,500.00	-955.32	61.79%
520.02 - Postage & Shipping	2,626.54	4,500.00	-1,873.46	58.37%
520.03 - Copier, Computer, Billing, Etc.	4,812.14	6,000.00	-1,187.86	80.2%
520.04 - Printing and Copying	689.40	1,500.00	-810.60	45.96%
<b>Total 520 - Office</b>	<b>9,672.76</b>	<b>14,500.00</b>	<b>-4,827.24</b>	<b>66.71%</b>
<b>530 - Utilities</b>				
530.01 - Fuel For Equipment	2,448.90	6,500.00	-4,051.10	37.68%
530.02 - Solid Waste Disposal	847.14	2,000.00	-1,152.86	42.36%
530.03 - Telephone	3,839.77	10,000.00	-6,160.23	38.4%
<b>Total 530 - Utilities</b>	<b>7,135.81</b>	<b>18,500.00</b>	<b>-11,364.19</b>	<b>38.57%</b>
<b>540 - Professional Fees</b>				
540.01 - Audit & Accounting	11,050.00	18,000.00	-6,950.00	61.39%
540.02 - Management/Legal	25,000.00	60,000.00	-35,000.00	41.67%
540.03 - Property Appraiser's Fee	0.00	6,500.00	-6,500.00	0.0%
540.05 - Tax Collector Fees	4,384.19	5,500.00	-1,115.81	79.71%

## Cedar Key Water & Sewer District Profit & Loss Budget vs. Actual October 2020 through March 2021

	Oct '20 - Mar 21	Budget	\$ Over Budget	% of Budget
540.04.Water/Wastwater Operator	200.00	5,000.00	-4,800.00	4.0%
<b>Total 540 · Professional Fees</b>	<b>40,634.19</b>	<b>95,000.00</b>	<b>-54,365.81</b>	<b>42.77%</b>
<b>550 - General Repair &amp; Maint</b>				
550.01 · Vehicle	40,957.86	45,000.00	-4,042.14	91.02%
550.02 · Equipment and Tools	7,177.46	7,500.00	-322.54	95.7%
550.03 · Building	240.00	1,800.00	-1,560.00	13.33%
550.04 · Supplies	1,469.70	1,700.00	-230.30	86.45%
550.05 · New Tools	153.26	1,000.00	-846.74	15.33%
<b>Total 550 - General Repair &amp; Maint</b>	<b>49,998.28</b>	<b>57,000.00</b>	<b>-7,001.72</b>	<b>87.72%</b>
<b>560 · Other</b>				
560.01 · Property/Liability Ins.	48,608.00	48,000.00	608.00	101.27%
560.02 · Election Expenses	0.00	1,000.00	-1,000.00	0.0%
560.03 · Continuing Education	606.00	1,500.00	-894.00	40.4%
560.04 · Annual Fees & Dues	1,222.96	2,000.00	-777.04	61.15%
560.05 · Ads and Publications	25.59	750.00	-724.41	3.41%
560.06 · Miscellaneous	874.56	2,000.00	-1,125.44	43.73%
560.07 · Contingency	0.00	6,357.00	-6,357.00	0.0%
560.08 · Bank Interest	1,110.00			
<b>Total 560 · Other</b>	<b>52,447.11</b>	<b>61,607.00</b>	<b>-9,159.89</b>	<b>85.13%</b>
<b>Total 500 · GENERAL AND ADMINISTRATIVE</b>	<b>350,354.27</b>	<b>617,287.00</b>	<b>-266,932.73</b>	<b>56.76%</b>
<b>600 · DIRECT WATER EXPENSES</b>				
<b>610 · Chemicals and Filters</b>				
610.01 · Chemicals	30,021.63	88,000.00	-57,978.37	34.12%
610.02 · Miex Resin	0.00	18,500.00	-18,500.00	0.0%
<b>Total 610 · Chemicals and Filters</b>	<b>30,021.63</b>	<b>106,500.00</b>	<b>-76,478.37</b>	<b>28.19%</b>
<b>620 - Laboratory</b>				
620.01 · In House Lab	4,774.52	2,500.00	2,274.52	190.98%
620.02 · Outside Lab	3,760.02	7,000.00	-3,239.98	53.72%
<b>Total 620 - Laboratory</b>	<b>8,534.54</b>	<b>9,500.00</b>	<b>-965.46</b>	<b>89.84%</b>
<b>630 - Regulatory</b>				
630.01 · Permits	0.00	1,000.00	-1,000.00	0.0%
<b>Total 630 - Regulatory</b>	<b>0.00</b>	<b>1,000.00</b>	<b>-1,000.00</b>	<b>0.0%</b>
<b>640 · Repairs and Maintenance</b>				
640.01 · Piping and Distribution	6,336.20	10,000.00	-3,663.80	63.36%
640.02 · Equipment	14,804.63	20,000.00	-5,195.37	74.02%
640.03 · Building & Grounds	0.00	2,000.00	-2,000.00	0.0%
640.04 · Water Tower Maintenance	3,999.50	16,000.00	-12,000.50	25.0%
640.05 · Generators Annual Mainte	400.00	2,250.00	-1,850.00	17.78%
<b>Total 640 · Repairs and Maintenance</b>	<b>25,540.33</b>	<b>50,250.00</b>	<b>-24,709.67</b>	<b>50.83%</b>
<b>650 · Utilities</b>				
650.01 · Electric	8,885.91	20,000.00	-11,114.09	44.43%
650.02 · Propane	0.00	600.00	-600.00	0.0%
650.03 · Telephone	1,704.16	2,000.00	-295.84	85.21%
<b>Total 650 · Utilities</b>	<b>10,590.07</b>	<b>22,600.00</b>	<b>-12,009.93</b>	<b>46.86%</b>



## Cedar Key Water & Sewer District Profit & Loss Budget vs. Actual October 2020 through March 2021

	Oct '20 - Mar 21	Budget	\$ Over Budget	% of Budget
<b>660 · Other</b>				
660.01 · Professional Fees	0.00	5,000.00	-5,000.00	0.0%
660.20 · Contingency	3,102.00	10,000.00	-6,898.00	31.02%
<b>Total 660 · Other</b>	3,102.00	15,000.00	-11,898.00	20.68%
<b>670 · Capital Expenditures</b>				
670.02 Water Plant Construction	35,098.79	165,000.00	-129,901.21	21.27%
<b>Total 670 · Capital Expenditures</b>	35,098.79	165,000.00	-129,901.21	21.27%
<b>680 · Loans</b>				
680-05 · RD - Water System Interest	0.00	30,058.00	-30,058.00	0.0%
680.06 · RD-Water System Principal	0.00	18,000.00	-18,000.00	0.0%
<b>Total 680 · Loans</b>	0.00	48,058.00	-48,058.00	0.0%
<b>Total 600 · DIRECT WATER EXPENSES</b>	112,887.36	417,908.00	-305,020.64	27.01%
<b>700 · DIRECT WASTEWATER EXPENSES</b>				
<b>710 · Chemicals and Filters</b>				
710.01 · Chemicals	4,188.08	25,000.00	-20,811.92	16.75%
710 · Chemicals and Filters - Other	1,968.48			
<b>Total 710 · Chemicals and Filters</b>	6,156.56	25,000.00	-18,843.44	24.63%
<b>720 · Laboratory</b>				
720.01 · In House Lab	1,500.00	1,500.00	0.00	100.0%
720.02 · Outside Lab	6,970.60	15,000.00	-8,029.40	46.47%
<b>Total 720 · Laboratory</b>	8,470.60	16,500.00	-8,029.40	51.34%
<b>730 · Regulatory</b>				
730.01 · Permits	0.00	2,000.00	-2,000.00	0.0%
730.02 · Biosolids Hauling	30,005.00	58,000.00	-27,995.00	51.73%
<b>Total 730 · Regulatory</b>	30,005.00	60,000.00	-29,995.00	50.01%
<b>740 · Repairs Maintenance Other</b>				
740.01 · Piping & Distribution	3,944.09	7,000.00	-3,055.91	56.34%
740.02 · Equipment	7,162.60	13,000.00	-5,837.40	55.1%
740.03 · Building and Grounds	0.00	85,000.00	-85,000.00	0.0%
740.04 · Generator-Annual Maintenance	225.00	1,375.00	-1,150.00	16.36%
<b>Total 740 · Repairs Maintenance Other</b>	11,331.69	106,375.00	-95,043.31	10.65%
<b>750 · Utilities</b>				
750.01 · Electric	13,275.23	27,000.00	-13,724.77	49.17%
750.02 · Propane	0.00	1,000.00	-1,000.00	0.0%
<b>Total 750 · Utilities</b>	13,275.23	28,000.00	-14,724.77	47.41%
<b>760 · Other</b>				
760.01 · Professional Fees -WWTP Permit	0.00	5,000.00	-5,000.00	0.0%
760.02 · Contingency	3,750.00	10,000.00	-6,250.00	37.5%
<b>Total 760 · Other</b>	3,750.00	15,000.00	-11,250.00	25.0%
<b>Total 700 · DIRECT WASTEWATER EXPENSES</b>	72,989.08	250,875.00	-177,885.92	29.09%
<b>6560 · Payroll Expenses</b>	10,769.24			
<b>Total Expense</b>	546,999.95	1,286,070.00	-739,070.05	42.53%
<b>Net Ordinary Income</b>	160,760.23	0.00	160,760.23	100.0%
<b>Net Income</b>	160,760.23	0.00	160,760.23	100.0%

**Cedar Key Water & Sewer District**  
**Monthly Checkbook Activity**  
As of March 31, 2021

Date	Num	Name	Memo	Amount
<b>Unrestricted Cash Funds</b>				
03/01/2021	29825	AFLAC	ATF27	-1,009.96
03/01/2021	29826	DAVISVISION	90866	-133.92
03/02/2021	29827	John K. McPherson. P.A.	Management, Invoice No: 17	-5,000.00
03/02/2021	29828	Transamerica Employee Benefits	33859	-56.08
03/02/2021		Deposit	Deposit	404.61
03/02/2021		Re-Fund	AT&T	12.27
03/03/2021	29829	Ann Richburg	Reimbursement Request mileage to Ocala	-84.48
03/03/2021		Deposit	Deposit	524.17
03/03/2021		Deposit	Deposit	155.50
03/04/2021	29830	McCain, James E.	Pay Check	-1,234.53
03/04/2021	29831	Quinn, William M.	Pay Check	-666.61
03/04/2021	29832	Richburg, Margaret A.	Pay Check	-598.29
03/04/2021		Deposit	Deposit	63.29
03/05/2021	29833	Doty, Gabriel T	Pay Check	-516.93
03/05/2021	29834	Johns, Alicia M.	Pay Check	-447.40
03/05/2021	29835	Quinn, William M.	Pay Check	-859.23
03/05/2021	29836	Wisdom, Thomas C.	90 miles @ .58= 52.20 + 20.00 = 72.20	-72.20
03/05/2021	Bankdraft	EFTPS	59-1156008	-1,394.94
03/05/2021		Deposit	Deposit	121.93
03/07/2021		Deposit	Deposit	51.00
03/08/2021		RE- Deposit	for Bad Check	102.00
03/08/2021		Deposit	Deposit	14,578.21
03/08/2021		Deposit	Deposit	53.01
03/08/2021		Deposit	Deposit	420.00
03/08/2021		Deposit	Deposit	58.19
03/09/2021	29837	Haldeman, Hattie B.	Pay Check	-369.40
03/09/2021	29838	Hand, Joseph G.	Pay Check	-369.40
03/09/2021	29839	Reynolds, Chris	Pay Check	-369.40
03/09/2021	29840	Rosenthal, Stephen B.	Pay Check	-369.40
03/09/2021	29841	Sturmer, Leslie N.	Pay Check	-369.40
03/09/2021	29842	Wisdom, Thomas C.	146 miles @ .58= \$ 84.48	-84.68
03/09/2021		Deposit	Deposit	76.80
03/10/2021		Deposit	Deposit	106.49
03/11/2021	29843	Doty, Gabriel T	Pay Check	-611.88
03/11/2021	29844	Johns, Alicia M.	Pay Check	-447.39
03/11/2021	29845	Richburg, Margaret A.	Pay Check	-566.80
03/11/2021		Deposit	Deposit	61,994.79
03/11/2021		Deposit	Deposit	54.60
03/12/2021	29846	McCain, James E.	Pay Check	-847.73
03/12/2021	29847	Quinn, William M.	Pay Check	-758.95
03/12/2021	29848	Wisdom, Thomas C.	Pay Check	-2,042.87
03/12/2021	Bankdraft	Transfer	RD Payment for September 01, 2021	-5,000.00
03/12/2021	Bankdraft	Transfer		-12,983.99

**Cedar Key Water & Sewer District**  
**Monthly Checkbook Activity**  
As of March 31, 2021

Date	Num	Name	Memo	Amount
03/12/2021	bankdraft	EFTPS	59-1156008	-2,127.94
03/12/2021	29849	A-Able Septic-Sewer Service, Inc.	Invoice NO: 49812 03/03/2021	-2,960.00
03/12/2021	29850	Aqua Pure Water & Sewerage Service , L	Invoice No:84700 2/28/2021	-3,499.00
03/12/2021	29851	Central FL Electric	Electric Bills 02/2021	-4,476.81
03/14/2021		Deposit	Deposit	239.04
03/15/2021		Deposit	Deposit	8,433.55
03/15/2021		Deposit	Deposit	420.40
03/15/2021		Deposit	Wifiber Corp	150.00
03/15/2021		Deposit	Deposit	15,988.58
03/15/2021	Bankdraft	Wex Bank Marathon Fleet	002/2021	-460.02
03/15/2021	29852	VISA	Invoice No 9274	-989.52
03/15/2021	29853	Grainger Parts	Invoice No: 9402528655	-319.72
03/15/2021	29854	Ferguson Enterprises, Inc.	Invoice No: 1871054 02/22/21	-1,440.00
03/15/2021	29855	Ellis Automated Corporation	Invoice No: 2268	-2,082.51
03/15/2021	29856	Water Treatment & Controls Co.	Invoice No: 0110740	-569.04
03/15/2021	29857	Hach Company	Invoice NO: HACH48940	-5,919.91
03/15/2021	29858	AT & T # 2	Account No: 352-543-6405 937 1988	-108.57
03/15/2021	29859	AT&T # 1	35254352859381989	-624.25
03/15/2021	29860	Florida Awards & Trophy Co.	1 Plaque-Appreciation John McPherson Invoice NC	-60.27
03/15/2021	29862	Bay Pointe Utilities , Inc.	Invoice # BFO21004	-150.00
03/15/2021	29863	Quill Corporation	Invoice No. 14579184, 14788568	-167.98
03/15/2021	29864	Marina Hardware At Cedar Key, Inc.	Invoice No & Account No: 220 02/2021	-730.91
03/15/2021	BankDraft	City Of Cedar Key	Solid Waste	-141.19
03/15/2021	29865	Konica Minolta Business Solutions	Continuing Education	-85.01
03/15/2021	29866	City Electric Supply	Invoice No: CFL/124241	-83.61
03/15/2021	29867	NAPA Gulf Coast Parts, LLC	Account # 1999 02/2021	-32.17
03/15/2021	29868	Verizon Wireless # 1	Cell Phones, Invoice No:9874025447	-99.42
03/15/2021	29869	Verizon # 2	Invoice No. 9874074272	-218.94
03/15/2021	29870	Gator Works Computing	Invoice NO:21-23464	-116.00
03/15/2021	29871	Hawkins, Inc.d/b/a Dumont	Invoice No 4889566, 4891167	-1,970.49
03/15/2021		Deposit	Deposit	1,603.21
03/15/2021	Bankdraft	Transfer		-45,000.00
03/16/2021		Deposit	Deposit	58.71
03/17/2021		Deposit	Deposit	65.55
03/18/2021	29872	Quinn, William M.	Pay Check	-896.96
03/18/2021		Deposit	Deposit	10,066.04
03/18/2021		Deposit	Deposit	251.94
03/18/2021		Deposit	Deposit	746.86
03/19/2021	29873	Doty, Gabriel T	Pay Check	-516.93
03/19/2021	29874	Johns, Alicia M.	Pay Check	-447.40
03/19/2021	29876	Richburg, Margaret A.	Pay Check	-598.29
03/19/2021	29875	McCain, James E.	Pay Check	-847.74
03/19/2021	Bankdraft	EFTPS	59-1156008	-1,066.98
03/22/2021		Deposit	Deposit	111.81
03/23/2021	29877	Doty, Gabriel T	Pay Check	-628.06

## Cedar Key Water & Sewer District Monthly Checkbook Activity As of March 31, 2021

Date	Num	Name	Memo	Amount
03/23/2021	29878	Ann Richburg	Reimbursement Request mileage to Ocala	-84.48
03/25/2021	Bankdraft	Blue Cross Blue Shield of FL	Group:90866 45000238764 04/2021	-4,372.69
03/25/2021	29879	Transamerica Employee Benefits	33859	-56.08
03/25/2021		Deposit	Macy TeetorIII	179.99
03/25/2021	29880	Johns, Alicia M.	Pay Check	-447.39
03/25/2021	29881	A-Able Septic-Sewer Service, Inc.	Invoice NO: 499554 03/16/21 49970 03/17/2021	-2,325.00
03/25/2021	29882	Barney's Pumps, Inc.	4 in Flange,Hydromatic	-960.00
03/25/2021	29883	Hawkins, Inc.d/b/a Dumont	Invoice No 4898056, 4898057	-5,739.81
03/25/2021	29884	McCall Service, Inc.	# 588581465 3/11/21	-192.00
03/25/2021	29885	US JETTING	INVOICE NO: 157879 3/16/2021	-212.72
03/25/2021	29886	WiFiber	Inter Net Invoice No: 10022 04/01/2021	-105.00
03/26/2021	29889	Richburg, Margaret A.	Pay Check	-598.30
03/26/2021		Deposit	Deposit	20,283.30
03/26/2021	29887	McCain, James E.	Pay Check	-1,002.64
03/26/2021	29888	Quinn, William M.	Pay Check	-666.61
03/26/2021	29890	Wisdom, Thomas C.	Pay Check	-2,033.77
03/26/2021	29891	LANIER MUNICIPAL SUPPLY CO.,INC.	Invoice NO: 201792, 201816, 3/02/21 202064 3/16	-850.12
03/26/2021	29892	AFLAC	ATF27	-1,156.48
03/26/2021	29893	DAVISVISION	90866	-106.59
03/26/2021	Bankdraft	EFTPS	59-1156008	-1,840.16
03/26/2021		Deposit	Deposit	10,062.59
03/26/2021		Deposit	Deposit	52.96
03/26/2021		Deposit	Deposit	95.00
03/26/2021		Deposit	Deposit	254.17
03/27/2021		Deposit	Deposit	89.50
03/29/2021	29896	A-Able Septic-Sewer Service, Inc.	Invoice NO:49985 03/18/2021	-3,875.00
03/29/2021	29897	Water Treatment & Controls Co.	Invoice No: 0110829- N	-1,391.53
03/29/2021	29894	Void Check		
03/29/2021	29895	Void Check		
03/29/2021	Bankdrat	FMP,TF Pension Service	Retirement 003/2021	-3,457.81
03/31/2021		Deposit	Deposit	420.40
03/31/2021		Deposit	Deposit	70.72
03/31/2021		Deposit	Deposit	3,095.57
03/31/2021		Deposit	Deposit	153.20
03/31/2021	29898	US Postmaster	789 bills @ \$.36 = \$284.04	-284.04
03/31/2021	29899	Wyatt Construction & Boring IN	VOID: Sewer Line boring for Bobby Witt	0.00
03/31/2021	29900	Wyatt Construction & Boring IN	Sewer line boring for Bobby Witt	-3,750.00
03/31/2021	29901	BOZARD FORD	NEW TRUCK	-38,182.00
				<u>-38,721.77</u>
				<u>-38,721.77</u>
				<u>-38,721.77</u>

Total Unrestricted Cash Funds

**TOTAL**

# Cedar Key Water and Sewer District

## Penalty Register

Detailed

For charges due before 03/31/2021

Account Balance as of 03/31/2021

Disconnect Date 04/09/2021

Sorted by: Route + Reading Sequence

Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
87001	87001	LYNN RENFROE	12502 SR 24					
WATER	P1			13943781	26.44	20.00	0.00	46.44
SEWER					25.36	0.00	0.00	25.36
		LYNN RENFROE	Total		51.80	20.00	0.00	71.80
159001	159001	JOSEPH ALLEN	1010 WHIDDEN					
WATER	P1			14280805	71.34	20.00	0.00	91.34
SEWER					66.40	0.00	0.00	66.40
		JOSEPH ALLEN	Total		137.74	20.00	0.00	157.74
177001	177001	WRAY CLAM	1250 WHIDDON AVE.					
WATER	P1			19125756	41.44	20.00	0.00	61.44
		WRAY CLAM	Total		41.44	20.00	0.00	61.44
256001	256001	AMY DURDEN	1173 WHIDDON AVE- 2					
WATER	P1			09535569	41.92	20.00	0.00	61.92
SEWER					38.42	0.00	0.00	38.42
		AMY DURDEN	Total		80.34	20.00	0.00	100.34
266001	266001	MICHAEL GILFILEN	1350 HAWTHORNE AVE.					
WATER	P1			13658421	31.11	20.00	0.00	51.11
SEWER					29.14	0.00	0.00	29.14
		MICHAEL GILFILEN	Total		60.25	20.00	0.00	80.25
275001	275001	BRUCE NORTH	1174 GULF AVE.					
WATER	P1			14280689	28.43	20.00	0.00	48.43
SEWER					26.96	0.00	0.00	26.96
		BRUCE NORTH	Total		55.39	20.00	0.00	75.39
283001	283001	CASSIE PEADEN	16491 SHELLCREST					
WATER	P1			14346869	35.34	20.00	0.00	55.34
SEWER					32.67	0.00	0.00	32.67
		CASSIE PEADEN	Total		68.01	20.00	0.00	88.01
322001	322001	SHIRLEY BECKHAM	12470 GULF BLVD.					
WATER	P1			12943659	43.90	20.00	0.00	63.90
SEWER					40.15	0.00	0.00	40.15
		SHIRLEY BECKHAM	Total		84.05	20.00	0.00	104.05
1098001	1098001	P & G HOSPITALITY #201	192 2ND STREET - CC 201					
WATER	P1			17023637	79.38	20.00	0.00	99.38
SEWER					76.17	0.00	0.00	76.17
		P & G HOSPITALITY #201 Total			155.55	20.00	0.00	175.55
1099001	1099001	P & G HOSPITALITY #202	192 2ND STREET - CC 202					
WATER	P1			17023621	58.43	20.00	0.00	78.43
SEWER					55.21	0.00	0.00	55.21
		P & G HOSPITALITY #202 Total			113.64	20.00	0.00	133.64
1100001	1100001	P & G HOSPITALITY #203	192 2ND STREET - CC 203					
WATER	P1			17023620	53.78	20.00	0.00	73.78
SEWER					51.44	0.00	0.00	51.44
		P & G HOSPITALITY #203 Total			105.22	20.00	0.00	125.22
1110001	1110001	P & G HOSPITALITY #204	192 2ND STREET - CC 204					
WATER	P1			2000047476	56.82	20.00	0.00	76.82
SEWER					53.91	0.00	0.00	53.91
		P & G HOSPITALITY #204 Total			110.73	20.00	0.00	130.73
1120001	1120001	P & G HOSPITALITY #205	192 2ND STREET - CC 205					
WATER	P1			17023624	60.03	20.00	0.00	80.03

Location No	Account No	Name	Address		Prev. Balance	Penalty	Tax	Account Balance	
Service	Code			Meter No.					
1120001	1120001	P & G HOSPITALITY #205	192 2ND STREET - CC 205						
SEWER					56.50	0.00	0.00	56.50	
		P & G HOSPITALITY #205 Total				116.53	20.00	0.00	136.53
1130001	1130001	P & G HOSPITALITY #206	192 2ND STREET - CC 206						
WATER	P1			17023625	54.01	20.00	0.00	74.01	
SEWER					51.64	0.00	0.00	51.64	
		P & G HOSPITALITY #206 Total				105.65	20.00	0.00	125.65
1140001	1140001	P & G HOSPITALITY #207	192 2ND STREET - CC 207						
WATER	P1			17023627	245.35	20.00	0.00	265.35	
SEWER					-134.57	0.00	0.00	-134.57	
		P & G HOSPITALITY #207 Total				110.78	20.00	0.00	130.78
1150001	1150001	P & G HOSPITALITY #208	192 2ND STREET - CC 208						
WATER	P1			17023635	58.03	20.00	0.00	78.03	
SEWER					54.89	0.00	0.00	54.89	
		P & G HOSPITALITY #208 Total				112.92	20.00	0.00	132.92
1160001	1160001	P & G HOSPITALITY #209	192 2ND STREET - CC 209						
WATER	P1			17023634	59.14	20.00	0.00	79.14	
SEWER					55.79	0.00	0.00	55.79	
		P & G HOSPITALITY #209 Total				114.93	20.00	0.00	134.93
504001	504001	L&M SOL.	192 2ND ST - POOL						
WATER	P1			13458140	55.22	20.00	0.00	75.22	
		L&M SOL.	Total		55.22	20.00	0.00	75.22	
1170001	1170001	P & G HOSPITALITY #301	192 2ND STREET - CC 301						
WATER	P1			17023631	56.78	20.00	0.00	76.78	
SEWER					53.87	0.00	0.00	53.87	
		P & G HOSPITALITY #301 Total				110.65	20.00	0.00	130.65
1180001	1180001	P & G HOSPITALITY #302	192 2ND STREET - CC 302						
WATER	P1			17023630	54.30	20.00	0.00	74.30	
SEWER					51.86	0.00	0.00	51.86	
		P & G HOSPITALITY #302 Total				106.16	20.00	0.00	126.16
1190001	1190001	P & G HOSPITALITY #303	192 2ND STREET - CC 303						
WATER	P1			17023628	52.00	20.00	0.00	72.00	
SEWER					70.00	0.00	0.00	70.00	
		P & G HOSPITALITY #303 Total				122.00	20.00	0.00	142.00
1200001	1200001	P & G HOSPITALITY #304	192 2ND STREET - CC 304						
WATER	P1			17023629	53.34	20.00	0.00	73.34	
SEWER					51.09	0.00	0.00	51.09	
		P & G HOSPITALITY #304 Total				104.43	20.00	0.00	124.43
1210001	1210001	P & G HOSPITALITY #305	192 2ND STREET - CC 305						
WATER	P1			17023623	58.04	20.00	0.00	78.04	
SEWER					54.89	0.00	0.00	54.89	
		P & G HOSPITALITY #305 Total				112.93	20.00	0.00	132.93
1220001	1220001	P & G HOSPITALITY #306	192 2ND STREET - CC 306						
WATER	P1			17023622	54.29	20.00	0.00	74.29	
SEWER					51.86	0.00	0.00	51.86	
		P & G HOSPITALITY #306 Total				106.15	20.00	0.00	126.15
1230001	1230001	P & G HOSPITALITY #307	192 2ND STREET - CC 307						
WATER	P1			17023633	56.00	20.00	0.00	76.00	
SEWER					53.24	0.00	0.00	53.24	
		P & G HOSPITALITY #307 Total				109.24	20.00	0.00	129.24
1240001	1240001	P & G HOSPITALITY #308	192 2ND STREET - CC 308						
WATER	P1			17023632	60.80	20.00	0.00	80.80	
SEWER					57.13	0.00	0.00	57.13	
		P & G HOSPITALITY #308 Total				117.93	20.00	0.00	137.93
1250001	1250001	P & G HOSPITALITY #309	192 2ND STREET - CC 309						
WATER	P1			17023626	60.30	20.00	0.00	80.30	
SEWER					56.73	0.00	0.00	56.73	
		P & G HOSPITALITY #309 Total				117.03	20.00	0.00	137.03
506001	506001	SPA- LAUNDRY-	192 2ND STREET						
WATER	P1			14280705	78.42	20.00	0.00	98.42	

Location No	Account No	Name	Address		Prev. Balance	Penalty	Tax	Account Balance
Service	Code			Meter No.				
506001	506001	SPA- LAUNDRY-	192 2ND STREET					
SEWER					72.10	0.00	0.00	72.10
		SPA- LAUNDRY-	Total		150.52	20.00	0.00	170.52
507001	507001	P & G HOSPITALITY #310	192 2ND STREET CC-310					
WATER	P1			14062479	29.35	20.00	0.00	49.35
SEWER					39.31	0.00	0.00	39.31
		P & G HOSPITALITY #310	Total		68.66	20.00	0.00	88.66
508001	508001	G. CONNER #311	192 2ND ST-CC 311					
WATER	P1			12915222	56.57	20.00	0.00	76.57
SEWER					53.70	0.00	0.00	53.70
		G. CONNER #311	Total		110.27	20.00	0.00	130.27
509001	509001	CHRISTINA CULVER #312	192 2ND ST-CC 312					
WATER	P1			13379998	31.06	20.00	0.00	51.06
SEWER					54.58	0.00	0.00	54.58
		CHRISTINA CULVER #312	Total		85.64	20.00	0.00	105.64
510001	510001	VONASEK/BROWN #313	192 2ND ST-CC 313					
WATER	P1			14346383	54.07	20.00	0.00	74.07
SEWER					51.70	0.00	0.00	51.70
		VONASEK/BROWN #313	Total		105.77	20.00	0.00	125.77
511001	511001	CAROL GRAHAM #314	192 2ND ST-CC 314					
WATER	P1			14280466	68.60	20.00	0.00	88.60
SEWER					63.69	0.00	0.00	63.69
		CAROL GRAHAM #314	Total		132.29	20.00	0.00	152.29
514001	514001	M. WHITE #317	192 2ND ST-CC 317					
WATER	P1			13658399	56.77	20.00	0.00	76.77
SEWER					53.86	0.00	0.00	53.86
		M. WHITE #317	Total		110.63	20.00	0.00	130.63
515001	515001	GLADYS BRAMI #210	192 2ND ST-CC 210					
WATER	P1			14280693	55.45	20.00	0.00	75.45
SEWER					52.80	0.00	0.00	52.80
		GLADYS BRAMI #210	Total		108.25	20.00	0.00	128.25
516001	516001	M. WHITE #211	192 2ND ST-CC 211					
WATER	P1			14280475	73.87	20.00	0.00	93.87
SEWER					68.13	0.00	0.00	68.13
		M. WHITE #211	Total		142.00	20.00	0.00	162.00
517001	517001	M. WHITE #212	192 2ND STREET CC-212					
WATER	P1			2000047497	28.88	20.00	0.00	48.88
SEWER					76.52	0.00	0.00	76.52
		M. WHITE #212	Total		105.40	20.00	0.00	125.40
519001	519001	P & G HOSPITALITY #214	82 2ND ST-CC 214					
WATER	P1			14280473	53.99	20.00	0.00	73.99
SEWER					51.61	0.00	0.00	51.61
		P & G HOSPITALITY #214	Total		105.60	20.00	0.00	125.60
521001	521001	P & G HOSPITALITY #216	82 2ND ST-CC 216					
WATER	P1			14280472	55.92	20.00	0.00	75.92
SEWER					53.17	0.00	0.00	53.17
		P & G HOSPITALITY #216	Total		109.09	20.00	0.00	129.09
522001	522001	P & G HOSPITALITY #217	82 2ND ST-CC 217					
WATER	P1			18258677	54.81	20.00	0.00	74.81
SEWER					52.28	0.00	0.00	52.28
		P & G HOSPITALITY #217	Total		107.09	20.00	0.00	127.09
523001	523001	P & G HOSPITALITY -	190 2ND ST-CC MARINA					
WATER	P1			13379826	52.00	20.00	0.00	72.00
		P & G HOSPITALITY -	Total		52.00	20.00	0.00	72.00
529001	529001	A. HAGAR - TH6	52 2ND ST- TH6					
WATER	P1			12943666	98.57	20.00	0.00	118.57
SEWER					89.77	0.00	0.00	89.77
		A. HAGAR - TH6	Total		188.34	20.00	0.00	208.34
546001	546001	JOHANNA CLEARY	11 OLD MILL DRIVE					
WATER	P1			14280486	27.32	20.00	0.00	47.32

Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
546001	546001	JOHANNA CLEARY	11 OLD MILL DRIVE					
		SEWER			26.07	0.00	0.00	26.07
		JOHANNA CLEARY	Total		53.39	20.00	0.00	73.39
594001	594001	JIM GAUDETTE	211 2ND ST 34-323					
		WATER P1		14280811	30.74	20.00	0.00	50.74
		SEWER			31.57	0.00	0.00	31.57
		JIM GAUDETTE	Total		62.31	20.00	0.00	82.31
713001	713001	LINDA ARCELLO	550 1ST ST IP#201					
		WATER P1		13484069	26.44	20.00	0.00	46.44
		SEWER			25.36	0.00	0.00	25.36
		LINDA ARCELLO	Total		51.80	20.00	0.00	71.80
767001	767001	DELL WEIBLE	8030 D ST -NICHOLAS					
		WATER P1		12943634	30.52	20.00	0.00	50.52
		SEWER			28.66	0.00	0.00	28.66
		DELL WEIBLE	Total		59.18	20.00	0.00	79.18
777001	777001	DOROTHY WERNER	657 1ST ST.					
		WATER P1		2000047461	26.36	20.00	0.00	46.36
		SEWER			25.29	0.00	0.00	25.29
		DOROTHY WERNER	Total		51.65	20.00	0.00	71.65
787001	787001	TINA RYAN	8040 F ST.					
		WATER P1		14280412	31.01	20.00	0.00	51.01
		SEWER			29.05	0.00	0.00	29.05
		TINA RYAN	Total		60.06	20.00	0.00	80.06
866001	866001	CHURCH OF CHRIST	709 3RD STREET					
		WATER P1		18258657	27.26	20.00	0.00	47.26
		SEWER			26.02	0.00	0.00	26.02
		CHURCH OF CHRIST	Total		53.28	20.00	0.00	73.28
933001	933001	CELIA BULLARD	3011 G ST.					
		WATER P1		14346501	26.95	20.00	0.00	46.95
		SEWER			32.05	0.00	0.00	32.05
		CELIA BULLARD	Total		59.00	20.00	0.00	79.00
950001	950001	REBECCA CULLINAN	926 8TH ST.					
		WATER P1		14346491	34.27	20.00	0.00	54.27
		SEWER			31.74	0.00	0.00	31.74
		REBECCA CULLINAN	Total		66.01	20.00	0.00	86.01

Total Customers 51  
Prev. Balance \$4,884.94  
Penalty \$1,020.00  
Total Tax \$0.00  
Account Balance \$5,904.94

Previously Posted Penalty \$0.00



# Cedar Key Water & Sewer District

## Sick and Annual Leave Balances

March 31, 2021 Amount Used 2021

<u>Employee</u>	<u>Sick Available</u>	<u>Sick Used</u>	<u>Vacation Available</u>	<u>Vacation Used</u>
Doty, Gabriel T	7:00	33:00	82:16	16:00
Johns, Alicia M.	10:27	26:00	67:43	38:00
McCain, James E.	1212:30	126:00	247:11	133:30
Quinn, William M.	273:00	35:00	76:54	82:00
Richburg, Margaret A.	4:00	24:00	57:08	12:00
Wisdom, Thomas C.	16:00	0:00	12:32	0:00

\*. First Reading: Resolution No: 2021-01 (\*-\*)

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT  
CHANGING THE FEES CHARGED FOR WASTEWATER HOOKUPS; PROVIDING  
INSTRUCTIONS TO THE CODIFIER; AND ESTABLISHING AN EFFECTIVE  
DATE.

**RESOLUTION NO: 2021-01**

**A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT CHANGING THE FEES CHARGED FOR WASTEWATER HOOKUPS; 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**, the District Board finds it necessary to amend the charges for persons requesting a connection to the wastewater system under certain circumstances to help recoup costs.

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

**Section 1.** Section 4.05 of the District Resolutions is hereby amended as follows:

**4.05 Point of Connection and Extension Charges**

**A. General.**

1. Where a proposed new service connection fronts on a street along which there are existing water and/or wastewater mains, the following rules shall apply:
  - a. If the proposed connection is on the same side of the street as the water or wastewater line to be connected to, the relevant connection fees in Section 5.04 shall be required to be paid by the applicant.
  - b. If the proposed connection is on the opposite side of the street as the water or wastewater main line to be connected to, so that exceptional costs must be incurred to run the water and/or wastewater lateral(s) under the roadway, the District shall pay for one half of the cost of such work, up to a maximum of \$1,500, with the Applicant paying the balance. This connection fee shall apply to each wastewater and water lateral that needs to be drilled.
2. Where an applicant is requesting service to a location on a street that does not have water and/or wastewater lines along the street, or to an area within the District to which service has not been extended, then the following rules shall apply:

- a. The point of connection of the water or wastewater facilities shall be where the District deems its system adequate to provide service. The Applicant shall pay all costs for the extension of the facility from the stipulated point of connection to the project, except when oversizing is required in accordance with Section 4.05 E. All extensions from the stipulated point of connection to the lot lines of individual business or residential parcels shall be dedicated to the District to be owned and maintained by the District.
- b. ~~B. Water and Sewer Main Extensions.~~ The cost of any necessary water and sewer main extensions including pumping stations, shall be the responsibility of the applicant. The cost shall include all labor, materials and equipment, including pavement replacement and site restoration. The line extension may be installed by one of the following methods.
  - (1) District: District personnel will furnish and install service line extension and charge the applicant based upon the cost of labor and materials expended. Labor costs shall include an additional seventy-five (75%) to cover payroll and overhead costs.
  - (2) Applicant: Upon approval by the District Board of Commissioners, the applicant may employ a licensed (mechanical) contractor or (licensed) plumber, acceptable to the District Superintendent, to perform the work.
- c. ~~C. Oversizing of Water or Wastewater Extensions.~~ Where the District requires the oversizing of the extensions for purposes of serving future additional development, the Applicant shall be so advised. Applicant will pay all costs of oversizing based on the installed cost of the oversized extension less the District's approved estimated cost of the extension size required for the application only.
- d. ~~D. Line extensions by Special Assessment.~~ Where service is requested by individual property owners, either residential or commercial, in areas adjacent to existing District facilities having adequate capacity, involving potential future customers in addition to those requesting service, the District will determine the feasibility of constructing the necessary line extensions with payment to be by special assessment in accordance with the procedure set forth in Section 153.73, Florida Statutes (1997).

**BE. Pumping Stations.**

1. General: Pumping stations required for new facilities serving subdivisions, condominiums, or multi-use developments will be constructed by the applicant and dedicated to the District for operation and maintenance. Pumping stations required for apartment complexes and commercial users serving only the applicant will remain the responsibility of the applicant for operation and maintenance. Individual pumping units serving single residential units will, remain the property of the applicant for operation and maintenance.

2. **Public Pumping Stations:** All pumping stations to be dedicated to the District for operation and maintenance shall be constructed in a manner acceptable to the District. The District will review all proposed pumping stations for compliance with District standards. All pumping stations shall be designed in accordance with DER standards, and in addition shall have stainless steel control panels, lightning arresters, surge protection, emergency generator receptacles, elapsed time meters, and duplex receptacles with ground fault interruption protection. Pumps shall be of the submersible type with stainless steel guide bars and shall be manufactured by Hydromatic Pump Co. or approved equal.
3. **Private Pumping Stations:** Private pumping stations shall comply with all Florida DER requirements and shall be designed in accordance with operating conditions stipulated by the District so as not to interfere with other District maintained pumping stations discharging into the same force main network.
4. **Grinder Pumping Units:** Simplex grinder pumping units serving individual homes may be used where gravity connections are not possible. Applicants will be responsible for the operation and maintenance of these units and must obtain a permit from the Florida DER prior to construction.
- ~~5. **Septic Tank Effluent Pumping:** Septic tank effluent pumping (S.T.E.P. systems) may be used where appropriate when gravity connections are not possible. Applicants will be responsible for the operation and maintenance of these units and must obtain a permit from the Florida DER prior to construction.~~

**Section 2.** Section 5.04 is hereby amended as follows:

**5.04 Miscellaneous Charges**

The following shall be imposed:

A.	Penalty for late payment . . . . . (if payment not made by the 26 <sup>th</sup> of the month)	\$20.00
B.	Disconnect Fee . . . . .	\$25.00
C.	Reconnect Fee . . . . .	\$25.00
D.	Service charge for checking meter and finding no problem . . . . .	\$25.00
E.	Service charge for leak detection download . . . . .	\$20.00
F.	Service charge for removal or installation of <u>water</u> meter . . . . .	\$120.00*

G. Service charge for initial wastewater connection . . . . . \$120.00\*

\*Subject to the line extension rules and charges in Section 4.05 above.

**Section 3. Amendment and Codification.**

In Sections 1 and 2 above, language underlined shall be added, and the changes shall be incorporated into the District's codified resolutions.

**Section 4. Effective Date.**

This Resolution shall take effect upon final adoption.

Passed on first reading by a vote of \_\_\_\_\_ to \_\_\_\_\_ on the 12<sup>th</sup> day of April, 2021.

Passed on second reading by a vote of \_\_\_\_\_ to \_\_\_\_\_ on the 10<sup>th</sup> day of May, 2021.

CEDAR KEY WATER  
AND SEWER DISTRICT

BY: \_\_\_\_\_  
Stephen Rosenthal, Chairperson

ATTEST:

(SEAL)

\_\_\_\_\_  
Ann Richburg, Secretary

**Cedar Key Water and Sewer District  
General Manager Report  
April 12 , 2021**

**1. Water System**

Authorization has been received from DEP to re-run the 90-day pilot test with new carbon filtration medium and keeping the Miex online. The carbon has been replaced and the re-run of the test commenced on January 25, 2021. The DBP samples are continuing to look promising, with March numbers being within our desired range. Attached is some of the pertinent data to reflect this.

**2. Wastewater System**

We met with CROM corporation to begin concrete repairs at the WWTP, and are awaiting their contract to start the repairs. We have a Work Order to plan the start of repairs on April 12, 2021.

**3. Cell Service**

The final lease agreements are with Verizon for execution.

**4. Covid-19**

We continue to follow mask-wearing and separation protocols at the District office, with no symptoms or testing this past month. Vaccines are starting to be available for essential workers, and our employees are being urged to get them.

**CKWSD GAC PILOT TEST DBP RESULTS**

MCL: TTHM: 80 HAA5: 60

DATE	LOCATION	HAA5	TTHM	Notes
<b>Miex on; No GAC Filtration</b>				
8/5/20	Gulf and Hodges	22.89	79.45	
8/5/20	Hodgson	19.95	70.55	
<b>Miex on; CL2 added at wells; GAC Filtration</b>				
9/1/20	Gulf and Hodges	4.22	8.84	
9/1/20	Hodgson	1.00	13.81	
9/1/20	GAC 1 Effluent	1.62	3.24	
9/1/20	GAC 2 Effluent	.98	3.76	
9/1/20	GAC 3 Effluent	1.04	2.37	
9/1/20	GAC 4 Effluent	2.75	6.52	
<b>Miex Off; CL2 added at wells; GAC Filtration</b>				
10/6/20	Hodgson	77.38	142.60	
10/6/20	Gulf and Hodges	125.81	184.51	
10/6/20	GAC Tank 1, Effluent	94.33	161.33	
10/6/20	GAC Tank 2, Effluent	32.61	49.16	
10/6/20	GAC Tank 3, Effluent	45.29	52.62	
10/6/20	GAC Tank 4, Effluent	23.34	48.79	
10/7/20	GAC Backwash	38.10	98.57	TOC: 7.0 TSS: 11
<b>Miex On; CL2 added at wells; GAC Filtration</b>				
10/20/20	Tap Effluent, Test 1		68.95	
10/20/20	Tap Effluent, Test 2		67.85	



DATE	LOCATION	HAA5	TTHM	Notes
10/22/20	GAC Tank 1, Effluent		71.43	
10/22/20	GAC Tank 2, Effluent		76.70	
10/22/20	GAC Tank 3, Effluent		75.46	
10/22/20	GAC Tank 4, Effluent		77.90	
11/4/20	Influent to Miex		163	
11/4/20	Miex Effluent		189	
11/4/20	GAC Influent		238	
11/4/20	GAC Tank 1, Effluent		85.4	
11/4/20	GAC Tank 2, Effluent		90.1	
11/4/20	GAC Tank 3, Effluent		103	
11/4/20	GAC Tank 4, Effluent		90.2	
<b>Peroxide cleaning of GAC after 11/4 sampling; Miex On; CL2 added at wells; GAC Filtration; Additional CL2 added during treatment process</b>				
11/5/20	GAC Influent		330	
11/5/20	GAC Effluent		94	Combined effluent from GAC tanks
11/5/20	GAC Tank 3, Effluent		103	
11/5/20	GAC Tank 4, Effluent		93.3	
11/5/20	Between accelator and sand filters		225	
11/6/20	GAC Effluent Tap		95.28	
11/6/20	Hodgson and Jernigan		161.14	Regular testing reported to DEP.
11/6/20	Gulf and Hodges		136.42	Regular testing reported to DEP.
<b>Miex On; Sodium Permanganate added at wells; CL2 added after Miex; GAC Filtration.</b>				
12/4/20	GAC Influent		99.5	
12/4/20	Tank #1 Effluent		102	

DATE	LOCATION	HAA5	TTHM	Notes
12/4/20	Tank #2 Effluent		93.9	
12/4/20	Tank #3 Effluent		95.7	
12/4/20	Tank #4 Effluent		101	
12/4/20	Gulf and Hodges		180	
12/4/20	Jernigan		182	
12/4/20				<p>TOC: Well: 8.2 mg/l Miex Eff: 3.9 mg/l GAC Inf: 2.6 mg/l GAC Eff: 2.3 mg/l</p> <p>DOC: Well: 63.4 mg/l Miex Eff: 57.5 mg/l GAC Inf: 45.3 mg/l GAC Eff: 44.1 mg/l</p> <p>TSS: Well: 5.0 mg/l Miex Eff: 5.0 mg/l GAC Inf: 5.0 mg/l GAC Eff: 5.0 mg/l</p>
<b>Miex On; CL2 added at Wells and after Miex; GAC Filtration.</b>				
12/24/20	Miex Influent		108	CL2: .39 TOC: 8.96 DOC: 8.01
12/24/20	Miex Effluent		113	CL2: 0 TOC: 3.73 DOC: 2.72
12/24/20	GAC Influent		134	CL2: 1.56 TOC: 2.24
12/24/20	GAC Influent; Test 10, 15 Minutes		117	Mixing and Aeration TOC: 2.67 DOC: 2.13

DATE	LOCATION	HAA5	TTHM	Notes
12/24/20	Test 11, 30 Minutes		102	Mixing and Aeration TOC: 2.73 DOC: 3.34
12/24/20	Test 12, 45 Minutes		64.7	Mixing and Aeration TOC: 2.73 DOC: 2.29
12/24/20	Test 13, 60 Minutes		88.4	Mixing and Aeration TOC: 2.70 DOC: 2.09
12/24/20	Test 14		130	Mixing; No Aeration TOC: 3.00 DOC: 2.25
<b>Miex On; CL2 added at Wells and after Miex; GAC Filtration.</b>				
2/2/21	GAC 1	5.77	6.71	
2/2/21	GAC 2	4.30	8.08	
2/2/21	GAC 3	4.49	7.15	
2/2/21	GAC 4	3.75	7.32	
2/2/21	Gulf and Hodges	14.31	19.19	
2/2/21	Jernigan and Hodgson	14.07	44.36	
<b>Miex On; CL2 added at Wells and after Miex; GAC Filtration.</b>				
3.3.21	Miex Influent		100.56	
3.3.21	GAC Effluent		19.42	
3.3.21	Point of Entry	23.10	38.91	
3.3.21	Water Tower	33.22	52.31	
3.3.21	Gulf and Hodges	35.20	46.89	
3.3.21	Hodgson and Jernigan	41.95	58.40	
<b>Miex On; CL2 added at Wells and after Miex; GAC Filtration.</b>				
3.9.21	Miex Influent		92.7	
3.9.21	Miex Effluent		98.1	
3.9.21	Sand/Accelator		139	

DATE	LOCATION	HAA5	TTHM	Notes
3.9.21	GAC Influent		146	
3.9.21	GAC Effluent		21.8	
3.9.21	Gulf and Hodges		48.7	
3.9.21	Jernigan and Hodgson		57.8	

**Cedar Key Water and Sewer District  
Attorney Report  
April 12, 2021**

**1. Election Rules**

Attached is a copy of the interlocal between the City and the District relating to elections, and a copy of an email exchange between Norm Fugate and I regarding what would happen if only the District needed an election, but not the City, as is the case this year.

**INTERLOCAL AGREEMENT  
CITY OF CEDAR KEY and CEDAR KEY WATER AND SEWER DISTRICT  
ELECTION PROCEDURES**

THIS INTERLOCAL AGREEMENT is entered into on the date indicated by CITY OF CEDAR KEY (hereafter "City") and CEDAR KEY WATER AND SEWER DISTRICT (hereafter "District") as the Parties to this agreement.

WHEREAS, Florida Statutes Chapter 163, authorizes public agencies, including municipalities and special districts, to enter into agreements to provide services and to exercise jointly the power, privilege, or authority they share in common and which each might exercise separately; and

WHEREAS, the elections held by the City and the District are from time to time held on the same date so that it has been the practice of the City and the District to work together in the holding of such elections; and

WHEREAS, the City and District wish to continue the cooperative conduct of elections that fall on the same date, and to further that end wish to clarify their cooperative efforts by setting forth in this interlocal agreement the procedures to be followed by each entity in the conduct of joint elections.

NOW THEREFORE, the Parties agree as follows:

**Section 1. Term of Agreement.** This agreement be in effect commencing on March 18, 2014, and shall continue in effect from year to year until terminated by either party. Either party may terminate this agreement by giving at least 60 days notice of such termination.

**Section 2. Generally.** The City and the District agree that when elections of the District and of the City fall on the same date, the City and the District will hold a joint election and share the expenses thereof as set forth in this Interlocal Agreement.

**Section 3. Conduct of Elections.** When elections of the District and of the City fall on the same date, the City and the District will hold a joint election, as follows:

A. The City shall:

- (1) Make arrangements for the election to be held in City Hall. The City shall not charge the District for use of the City Hall as the polling place.
- (2) Handle the publication of required notices for the City election, and any joint notices for the City and District election. If a joint notice of the City and District election is published, the District shall be charged for one half the cost.
- (3) Designate a canvassing board, which shall be responsible for (i) reviewing absentee ballots and verifying voter's signatures thereon; (ii) canvassing and certifying the results of the election; and (iii) hearing and determining any appeal of a decision of the City Clerk or of the District Clerk regarding the administration of the election, which is timely brought in accordance with applicable law.
- (4) Handle the qualifying of candidates for city office.
- (5) Prepare the ballot for the City election and, in consultation with the District, a separate ballot for the District election. The City and District shall bear their own costs associated with printing the ballots.
- (6) Receive all absentee ballots, and separate them between City and District ballots.

- (7) Employ poll workers to man the polling station and count ballots and absentee ballots.
- (8) Prepare an accounting of all costs owed to the City by the District, including those that are not specific to the City election and thus should be shared by the District.
- (9) Keep all City and District ballots in the City's vault as required by state law.

B. The District shall:

- (1) Cooperate with the City in all matters as set forth in A above.
- (2) Handle the publication of required notices for the District election.
- (3) Handle the qualifying of candidates for District office.
- (4) Promptly pay to the City, pursuant to the provisions of A above, the District's share of the costs of the election incurred by the City. Any dispute over these costs may be taken to the City Commission for review and resolution.

**Section 4. Liability.** Nothing herein shall constitute a waiver of the District's or the City's sovereign immunity, and the parties shall in all respects be bound by all provisions of Section 768.28, Florida Statutes. Each party shall be responsible for all liability, claims, and damages arising out of its own acts or omissions, and shall hold the other party harmless from such liability, claims or damages. In the event of litigation, each party shall be responsible for its own costs of litigation, including its own attorney's fees.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed for the uses and purposes set forth above.

DATED this 18 day of March, 2014.

CITY OF CEDAR KEY, FLORIDA

By: [Signature]  
Gene Hodges, Mayor

ATTEST:

[Signature]  
Teresa George, Clerk

CEDAR KEY WATER AND SEWER DISTRICT

By: [Signature]  
Dottie Waldeman, Chair

ATTEST:

[Signature]  
Ann Richburg, Clerk

[john@ckwater.org](mailto:john@ckwater.org)

---

**From:** Norm Fugate <norm@normdfugatepa.com>  
**Sent:** Friday, April 2, 2021 3:12 PM  
**To:** John McPherson  
**Subject:** FW: Elections

John:

See below. I shared this with the City Clerk earlier today.

Norm D. Fugate  
Norm D. Fugate, P.A.  
Board Certified Real Estate Attorney  
Board Certified City, County and Local Government Attorney  
[normdfugatepa.com](mailto:normdfugatepa.com)  
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**From:** Norm Fugate  
**Sent:** Friday, April 02, 2021 2:52 PM  
**To:** Norm Fugate <norm@normdfugatepa.com>  
**Subject:** FW: Elections

Norm D. Fugate, Attorney at Law  
Board Certified Real Estate Attorney  
Board Certified City, County and Local Government Attorney  
[norm@normdfugatepa.com](mailto:norm@normdfugatepa.com)  
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**From:** John McPherson  
**Sent:** Wednesday, April 29, 2015 9:40 AM  
**To:** 'Norm D. Fugate' <[norm@normdfugatepa.com](mailto:norm@normdfugatepa.com)>  
**Subject:** RE: Elections

*If you're OK with it, I am. John.*

---

**From:** Norm D. Fugate [<mailto:norm@normdfugatepa.com>]  
**Sent:** Tuesday, April 28, 2015 6:23 PM  
**To:** 'John McPherson'  
**Subject:** RE: Elections

From my perspective, yes. But your point that the agreement doesn't address that possibility is well taken. I guess our options are to amend the agreement or to wait and address the issue if it ever happens. If it did, we would have several weeks to deal with it.

---

**From:** John McPherson [<mailto:john@ckwater.org>]  
**Sent:** Friday, April 24, 2015 10:37 AM  
**To:** Norm D. Fugate  
**Subject:** Elections

*Norm,*

*Due to my appointment to the canvassing board, I've reviewed the City's revised election procedures and the interlocal between the City and District. Your amendments to the City's election laws look good, and I assume all of that would apply to the District's elections pursuant to the interlocal agreement. The only issue I saw in reading the City's election laws is Section 1.00.18 which provides that the city election will be "canceled" if there are no city candidates with opposition. Is it safe to assume that in a situation where the city election has been canceled, but the District has candidates with opposition, an election could nevertheless be held in City Hall with city resources, subject to the District paying all costs of the election?*

*John.*

---

*John K. McPherson  
General Manager  
Cedar Key Water and Sewer District  
P.O. Box 309*

*Cedar Key FL 32625*  
*P: 352-543-5285*  
*C: 352-317-7431*  
*F: 866-278-7502*  
*Email: [john@ckwater.org](mailto:john@ckwater.org)*

Please note: Florida has a very broad public records law. Most written communications to or from public officials regarding public business are available to the media and public upon request. Your e-mail communications and email address may be subject to public disclosure.