

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

REGULAR MEETING  
January 14, 2018, 5:00 P.M.

1. Call to order.
2. Pledge and Prayer.
3. Adoption of Agenda.
4. Public Input.
5. Approval of minutes of meetings December 10, 2018 *(1-3)*.
6. Financial Reports: Budget Report; Balance Sheet; Checkbook Activity; Past Due Accounts Report; Employee Leave *(4-16)*.
7. Bill Adjustment Requests:
  - Katherine Lane *(17-19)*.
  - Maureen Zuck *(21-24)*.
8. General Manager Report *(25-26)*.
9. Commissioner Comments.
10. Public Input.
11. 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.

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

**Minutes of Regular Meeting  
Board of Commissioners  
December 10, 2018**

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

Others Present: John McPherson, Mandy Offerle, Frank Offerle.

1. Meeting called to order at 5:07 p.m. by Stephen Rosenthal, Chair.
2. Pledge and Prayer.
3. Adoption of Agenda. The General Manager requested that a request for bill adjustment by Betty Padgett be added to the agenda. **Motion** by Dottie Haldeman to adopt the agenda with the addition. **Second** by Joe Hand. Passed by a vote of 4-0.
4. Public Input. Public input was requested but none was provided.
5. Approval of Minutes.
  - **Motion** by Dottie Haldeman to accept the minutes of the November 12, 2018, meeting with the following correction: Stephen Rosenthal arrived at the meeting at 5:10 pm, not 6:10 pm. **Second** by Leslie Sturmer. Passed by a vote of 4-0.
  - **Motion** by Dottie Haldeman to accept the minutes of the November 26, 2018, meeting as presented. **Second** by Leslie Sturmer. Passed by a vote of 4-0.
6. Financial Reports. Budget, Balance Sheet, Checkbook Activity, Past Due Accounts, and Employee Leave reports were presented for review. The General Manager was asked to report back on the high expenditures in Account 740.02. **Motion** by Dottie Haldeman to accept the financial reports as presented. **Second** by Leslie Sturmer. Passed by a vote of 4-0.
7. Bill Adjustments:
  - A request by Frank Offerle for an adjustment from \$138.57 to \$101.47 due to an exterior hose accidentally being left on for an extended period. **Motion** by Leslie Sturmer to approve the adjustment as meeting the standards for adjustments. **Second** by Dottie Haldeman. Passed by a vote of 4-0.
  - A request by Betty Padgett for an adjustment from \$372.78 to \$221.35 due to an exterior hose accidentally being left on for an extended period. **Motion** by Dottie Haldeman to approve the adjustment as meeting the standards for adjustments. **Second** by Joe Hand. Passed by a vote of 4-0.

8. General Manager Report.

a. *Water Plant Issues.*

- (1) **Disinfectant Byproducts:** The GM reported that the results for the 4<sup>th</sup> Quarter 2018 were well below the limits, i.e., Gulf and Hodges: 50 ppm; Hodgson: 67 ppm.
- (2) **TwinOxide:** The GM reported that the application for DEP authorization to proceed with the second TwinOxide test has been submitted and we are awaiting DEP response. He reported that the feedback from DEP so far is that we may need to do additional lead and copper testing during the trial period.

b. *Wastewater Treatment Plant Permit Renewal.* The GM reported that Tim Norman has submitted the application and additional information to DEP and we are awaiting DEP's response.

c. *Wastewater Bridge Lines Directional Drills.* The GM reported that the contract with SRWMD for the RIVER funds has been executed and Tim Norman has begun design work.

d. *Water Tower.* The GM reported that Utility Service Group arrived on December 5 to do the interior cleaning of the water tower, but that a leak in the water system caused the work to be halted, with it re-scheduled to take place on January 24.

e. *Employee Request.* The GM reported that the employees have asked whether Christmas Eve could be provided as a paid holiday since it falls on a Monday. The Board declined to change policy in this way, but agreed that the office could be closed on Christmas Eve if the employees were willing to take annual leave to be off.

f. *Website Accessibility.* The GM reported that he is continuing to work with Matt Chatowsky and that making the site accessible may require changing our web host to HostGator.

g. *Groundwater Levels.* The GM presented the following groundwater levels to the Board:

DATE	ROSEWOOD	SUWANNEE	NOTE
1.1.12	7.62	1.64	6 months before saltwater intrusion
5.23.12	6.67	-.54	Near start of intrusion event
8.1.12	9.76	3.76	Near end of intrusion event
1.1.17	9.88	2.99	Start of 2017
1.1.18	10.46	3.53	Start of this year
11.05.18	10.98	3.22	Previous reading
12.03.18	11.13	4.61	Current

9. Commissioner Comments: None.
10. Public Input: Public input was requested but none was provided.
11. Adjournment: There being no further business to conduct, the meeting was adjourned at 5:40 p.m.

\_\_\_\_\_  
Stephen Rosenthal, Chairperson

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Leslie Sturmer, Commissioner &  
Secretary of the Board

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

## Cedar Key Water &amp; Sewer District

01/02/19

## Balance Sheet

Accrual Basis

As of January 2, 2019

	<u>Jan 2, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
<b>Unrestricted Cash Funds</b>	
100 - Operating Account	86,908.60
102 Petty Cash	175.00
113.3 Unrestricted Savings	40,013.04
<b>Total Unrestricted Cash Funds</b>	<u>127,096.64</u>
<b>Restricted Cash Funds</b>	
103.1 Security Deposit	12,401.02
113.00 Water Capital Facility	2,053.94
114.00 RD Payment	31,300.00
114.02 RD RESERVE ACCOUNT	29,462.00
<b>Total Restricted Cash Funds</b>	<u>75,216.96</u>
<b>Total Checking/Savings</b>	<u>202,313.60</u>
<b>Other Current Assets</b>	
134 - Accounts Receivable	85,255.84
135 - Allowance for A/R	-16,000.00
160 - Inventory & Materials	50,491.87
170 - Utility Deposit	141.19
<b>Total Other Current Assets</b>	<u>119,888.90</u>
<b>Total Current Assets</b>	<u>322,202.50</u>
<b>Fixed Assets</b>	
301 - Land	125,195.95
302 - Other Improvements	2,275,950.23
304 - Plant and Equipment	7,530,935.97
306 - Other Equipment	116,229.81
307 - Sewer Machinery	158,704.72
308 - Computer S/W	9,540.64
309 - Vehicles	110,495.02
311 - Less Accum Depreciation	-5,473,100.38
<b>Total Fixed Assets</b>	<u>4,853,951.96</u>
<b>Other Assets</b>	
311.50 - CIP - New Water Treatment Plant	
312 - CIP-SRF Project	140,250.00
313 - CIP - SRF District Match	26,000.00
313.25 - CIP - Special Legislative 38091	64,750.00
313.50 - CIP - (Sp Leg 38091) District	20,628.19
<b>Total 311.50 - CIP - New Water Treatment Plant</b>	<u>251,628.19</u>
<b>Total Other Assets</b>	<u>251,628.19</u>
<b>TOTAL ASSETS</b>	<u><u>5,427,782.65</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
403- Emplo Ret Con Payabale	400.00
407-01 SS Tax Payable	-4.00
408 - Sales Tax Payable	24.89
411 - Deferred Revenue	6,067.08
450 - Fed. Income Taxes Payable	-57.91
482 - Accrued Int Pay	2,460.07

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**Cedar Key Water & Sewer District**  
**Balance Sheet**  
**As of January 2, 2019**

	Jan 2, 19
483 - Accrued Compensated Absences	14,320.00
484 -Security Deposit Payable	12,372.67
<b>Total Other Current Liabilities</b>	<b>35,582.80</b>
<b>Total Current Liabilities</b>	<b>35,582.80</b>
<b>Long Term Liabilities</b>	
460 - N/P-Rural Development	1,126,000.00
500 - Accrd Compen Absences-LT	8,970.00
<b>Total Long Term Liabilities</b>	<b>1,134,970.00</b>
<b>Total Liabilities</b>	<b>1,170,552.80</b>
<b>Equity</b>	
597 Restricted for Construction	2,850.45
598 - Restricted for Debt Service	24,560.00
3900 - Retained Earnings	170,780.56
599 - Investment in Capital Assets - Net Income	3,979,580.15 79,458.69
<b>Total Equity</b>	<b>4,257,229.85</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>5,427,782.65</b>

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

*25%*

Ordinary Income/Expense	Oct 1, '18 - Jan 2, 19	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>300 - Income</b>				
305 - Water Charge	107,904.26	445,000.00	-337,095.74	24.25%
310 - Sewer Charges	89,131.10	389,000.00	-299,868.90	22.91%
315 - Ad Valorem Tax				
315.100 · Ad Valorem	122,521.11	0.00	122,521.11	100.0%
315 - Ad Valorem Tax - Other	3,231.04	203,712.00	-200,480.96	1.59%
<b>Total 315 - Ad Valorem Tax</b>	<b>125,752.15</b>	<b>203,712.00</b>	<b>-77,959.85</b>	<b>61.73%</b>
325 · Penalties	880.00	2,000.00	-1,120.00	44.0%
330 - Earned Interest	5.71	12.00	-6.29	47.58%
335 · New Meter Charges	400.00	2,000.00	-1,600.00	20.0%
340 - Rent	1,092.62	4,600.00	-3,507.38	23.75%
350 - Misc Income	1,429.00	500.00	929.00	285.8%
360 · Carry Forward	0.00	50,000.00	-50,000.00	0.0%
365. Meter Installation Fee	240.00	1,000.00	-760.00	24.0%
382 - Grant - Legislative 2016	0.00	180,000.00	-180,000.00	0.0%
<b>Total 300 - Income</b>	<b>326,834.84</b>	<b>1,277,824.00</b>	<b>-950,989.16</b>	<b>25.58%</b>
<b>Total Income</b>	<b>326,834.84</b>	<b>1,277,824.00</b>	<b>-950,989.16</b>	<b>25.58%</b>
<b>Gross Profit</b>	<b>326,834.84</b>	<b>1,277,824.00</b>	<b>-950,989.16</b>	<b>25.58%</b>
<b>Expense</b>				
<b>500 · GENERAL AND ADMINISTRATIVE</b>				
<b>510 · Payroll</b>				
510.01 · Salaries	64,969.46	219,200.00	-154,230.54	29.64%
510.02 · Social Security/Medicare	4,827.41	16,800.00	-11,972.59	28.74%
510.03 · Retirement	5,096.33	27,300.00	-22,203.67	18.67%
510.04 · Health, Dental & Life Ins	13,296.29	51,400.00	-38,103.71	25.87%
510.05 · Workers Comp.	8,222.00	6,600.00	1,622.00	124.58%
<b>Total 510 · Payroll</b>	<b>96,411.49</b>	<b>321,300.00</b>	<b>-224,888.51</b>	<b>30.01%</b>
<b>520 · Office</b>				
520.01 · Supplies	782.03	2,000.00	-1,217.97	39.1%
520.02 · Postage & Shipping	1,137.80	6,000.00	-4,862.20	18.96%
520.03 · Copier, Computer, Billing	461.17	4,500.00	-4,038.83	10.25%
520.04 · Printing and Copying	0.00	1,500.00	-1,500.00	0.0%
<b>Total 520 · Office</b>	<b>2,381.00</b>	<b>14,000.00</b>	<b>-11,619.00</b>	<b>17.01%</b>
<b>530 · Utilities</b>				
530.01 · Fuel For Equipment	1,494.14	6,000.00	-4,505.86	24.9%
530.02 · Solid Waste Disposal	282.38	1,700.00	-1,417.62	16.61%
530.03 · Telephone	1,472.65	9,000.00	-7,527.35	16.36%
<b>Total 530 · Utilities</b>	<b>3,249.17</b>	<b>16,700.00</b>	<b>-13,450.83</b>	<b>19.46%</b>
<b>540 · Professional Fees</b>				
540.01 · Audit & Accounting	8,100.00	17,000.00	-8,900.00	47.65%
540.02 · Management/Legal	9,000.00	54,000.00	-45,000.00	16.67%
540.03 · Property Appraiser's Fee	0.00	6,000.00	-6,000.00	0.0%

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

*25%*

	Oct 1, '18 - Jan 2, 19	Budget	\$ Over Budget	% of Budget
540.05 · Tax Collector Fees	3,012.93	0.00	3,012.93	100.0%
540.04 · Water/Wastewater Operator	0.00	5,000.00	-5,000.00	0.0%
<b>Total 540 · Professional Fees</b>	<b>20,112.93</b>	<b>82,000.00</b>	<b>-61,887.07</b>	<b>24.53%</b>
<b>550 - General Repair &amp; Maint</b>				
550.01 · Vehicle	682.79	4,000.00	-3,317.21	17.07%
550.02 · Equipment and Tools	-64.79	55,000.00	-55,064.79	-0.12%
550.03 · Building	48.00	35,000.00	-34,952.00	0.14%
550.04 · Supplies	179.98	2,500.00	-2,320.02	7.2%
550.05 · New Tools	350.93	4,000.00	-3,649.07	8.77%
<b>Total 550 - General Repair &amp; Maint</b>	<b>1,196.91</b>	<b>100,500.00</b>	<b>-99,303.09</b>	<b>1.19%</b>
<b>560 · Other</b>				
560.01 · Property/Liability Ins.	43,286.00	43,300.00	-14.00	99.97%
560.02 · Election Expenses	0.00	1,000.00	-1,000.00	0.0%
560.03 · Continuing Education	0.00	1,800.00	-1,800.00	0.0%
560.04 · Annual Fees & Dues	2,228.00	2,000.00	228.00	111.4%
560.05 · Ads and Publications	166.32	500.00	-333.68	33.26%
560.06 · Miscellaneous	451.81	2,000.00	-1,548.19	22.59%
560.07 · Contingency	0.00	17,124.00	-17,124.00	0.0%
<b>Total 560 · Other</b>	<b>46,132.13</b>	<b>67,724.00</b>	<b>-21,591.87</b>	<b>68.12%</b>
<b>Total 500 · GENERAL AND ADMINISTRATIVE</b>	<b>169,483.63</b>	<b>602,224.00</b>	<b>-432,740.37</b>	<b>28.14%</b>
<b>600 · DIRECT WATER EXPENSES</b>				
<b>610 · Chemicals and Filters</b>				
610.01 · Chemicals	15,530.40	40,000.00	-24,469.60	38.83%
610.02 · Miex Resin	0.00	36,000.00	-36,000.00	0.0%
610.03 · Twin Oxide Inst., Rent, Ch	0.00	90,000.00	-90,000.00	0.0%
<b>Total 610 · Chemicals and Filters</b>	<b>15,530.40</b>	<b>166,000.00</b>	<b>-150,469.60</b>	<b>9.36%</b>
<b>620 - Laboratory</b>				
620.01 · In House Lab	1,288.06	1,000.00	288.06	128.81%
620.02 · Outside Lab	460.00	2,500.00	-2,040.00	18.4%
620.03 · Instrument Calibration	0.00	3,500.00	-3,500.00	0.0%
<b>Total 620 - Laboratory</b>	<b>1,748.06</b>	<b>7,000.00</b>	<b>-5,251.94</b>	<b>24.97%</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	7,836.31	15,000.00	-7,163.69	52.24%
640.02 · Equipment	558.47	25,000.00	-24,441.53	2.23%
640.03 · Building & Grounds	0.00	3,000.00	-3,000.00	0.0%
640.04 · Water Tower Maintenance	8,875.97	35,500.00	-26,624.03	25.0%
640.05 · Generators Annual Maintenance	250.00	2,250.00	-2,000.00	11.11%
<b>Total 640 · Repairs and Maintenance</b>	<b>17,520.75</b>	<b>80,750.00</b>	<b>-63,229.25</b>	<b>21.7%</b>
<b>650 · Utilities</b>				
650.01 · Electric	3,614.00	20,000.00	-16,386.00	18.07%
650.02 · Propane	486.42	400.00	86.42	121.61%

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

2018 thru 2019

*25%*

	Oct 1, '18 - Jan 2, 1!	Budget	\$ Over Budget	% of Budget
650.03 · Telephone	275.08	2,000.00	-1,724.92	13.75%
<b>Total 650 · Utilities</b>	<b>4,375.50</b>	<b>22,400.00</b>	<b>-18,024.50</b>	<b>19.53%</b>
660 · Other				
660.01 · Professional Fees	3,764.00	90,000.00	-86,236.00	4.18%
660.20 · Contingency	0.00	9,500.00	-9,500.00	0.0%
<b>Total 660 · Other</b>	<b>3,764.00</b>	<b>99,500.00</b>	<b>-95,736.00</b>	<b>3.78%</b>
680 · Loans				
680.05 · RD - Water System Intere:	0.00	31,000.00	-31,000.00	0.0%
680.06 · RD - Water System Princi	0.00	16,000.00	-16,000.00	0.0%
<b>Total 680 · Loans</b>	<b>0.00</b>	<b>47,000.00</b>	<b>-47,000.00</b>	<b>0.0%</b>
<b>Total 600 · DIRECT WATER EXPENSES</b>	<b>42,938.71</b>	<b>423,650.00</b>	<b>-380,711.29</b>	<b>10.14%</b>
<b>700 · DIRECT WASTEWATER EXPENSES</b>				
710 · Chemicals and Filters				
710.01 · Chemicals	6,839.29	36,000.00	-29,160.71	19.0%
<b>Total 710 · Chemicals and Filters</b>	<b>6,839.29</b>	<b>36,000.00</b>	<b>-29,160.71</b>	<b>19.0%</b>
720 · Laboratory				
720.01 · In House Lab	-116.63	1,500.00	-1,616.63	-7.78%
720.02 · Outside Lab	2,118.00	13,000.00	-10,882.00	16.29%
720.03 · Instrument Calibration	0.00	3,600.00	-3,600.00	0.0%
<b>Total 720 · Laboratory</b>	<b>2,001.37</b>	<b>18,100.00</b>	<b>-16,098.63</b>	<b>11.06%</b>
730 · Regulatory				
730.01 · Permits	0.00	200.00	-200.00	0.0%
730.02 · Biosolids Hauling	8,820.00	45,000.00	-36,180.00	19.6%
<b>Total 730 · Regulatory</b>	<b>8,820.00</b>	<b>45,200.00</b>	<b>-36,380.00</b>	<b>19.51%</b>
740 · Repairs Maintenance Other				
740.01 · Piping & Distribution	1,225.49	5,000.00	-3,774.51	24.51%
740.02 · Equipment	7,572.21	15,000.00	-7,427.79	50.48%
740.03 · Building and Grounds	0.00	1,000.00	-1,000.00	0.0%
740.04 · Generator-Annual Mainte:	475.00	1,150.00	-675.00	41.3%
<b>Total 740 · Repairs Maintenance Other</b>	<b>9,272.70</b>	<b>22,150.00</b>	<b>-12,877.30</b>	<b>41.86%</b>
750 · Utilities				
750.01 · Electric	5,224.82	20,000.00	-14,775.18	26.12%
750.02 · Propane	341.63	1,000.00	-658.37	34.16%
<b>Total 750 · Utilities</b>	<b>5,566.45</b>	<b>21,000.00</b>	<b>-15,433.55</b>	<b>26.51%</b>
760 · Other				
760.01 · Professional Fees -WWTF	-2,226.00	0.00	-2,226.00	100.0%
760.02 · Contingency	0.00	9,500.00	-9,500.00	0.0%
<b>Total 760 · Other</b>	<b>-2,226.00</b>	<b>9,500.00</b>	<b>-11,726.00</b>	<b>-23.43%</b>
770 · Capital Expenditures				
770.01 · Bridge 1,2,3 Drills	4,680.00	100,000.00	-95,320.00	4.68%
<b>Total 770 · Capital Expenditures</b>	<b>4,680.00</b>	<b>100,000.00</b>	<b>-95,320.00</b>	<b>4.68%</b>
<b>Total 700 · DIRECT WASTEWATER EXPEN:</b>	<b>34,953.81</b>	<b>251,950.00</b>	<b>-216,996.19</b>	<b>13.87%</b>
<b>Total Expense</b>	<b>247,376.15</b>	<b>1,277,824.00</b>	<b>-1,030,447.85</b>	<b>19.36%</b>
<b>Net Ordinary Income</b>	<b>79,458.69</b>	<b>0.00</b>	<b>79,458.69</b>	<b>100.0%</b>

3:03 PM  
01/02/19  
Cash Basis

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

25%

Net Income

Oct 1, '18 - Jan 2, 1!	Budget	\$ Over Budget	% of Budget
79,458.69	0.00	79,458.69	100.0%

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## Cedar Key Water & Sewer District Monthly Checkbook Activity

As of January 2, 2019

Date	Num	Name	Memo	Amount
<b>Unrestricted Cash Funds</b>				
<b>100 - Operating Account</b>				
12/03/2018	28061	DAVISVISION	90866	-89.28
12/03/2018	131	Transfer	To Pay HACH Invoice No: 11239353 for 796.51	796.51
12/03/2018		Deposit	Account No: 171001Woodard 47.04,9000001 Ingrai	228.17
12/06/2018	28062	McCain, James E.	Pay Check	-1,277.86
12/07/2018	28063	Doty, Gabriel T	Pay Check	-428.57
12/07/2018	28066	Johns, Alicia M.	Pay Check	-416.67
12/07/2018	28067	Quinn, William M.	Pay Check	-735.09
12/07/2018	28069	Richburg, Margaret A.	Pay Check	-558.12
12/07/2018	28064	Haldeman, Hattie B.	Pay Check	-369.40
12/07/2018	28065	Hand, Joseph G.	Pay Check	-369.40
12/07/2018	28068	Reynolds, Chris	Pay Check	-369.40
12/07/2018	28070	Rosenthal, Stephen B.	Pay Check	-369.40
12/07/2018	28071	Sturmer, Leslie N.	Pay Check	-369.40
12/07/2018	Bankdraft	EFTPS	59-1156008	-1,315.04
12/08/2018		Deposit	Deposit	52.23
12/10/2018		Deposit	Deposit	7,671.85
12/12/2018	Bankdraft	Wex Bank Marathon Fleet	Fuel Invoice: 56805968 November 2018	-589.03
12/12/2018	28072	A-Able Septic-Sewer Service, Inc.	Biosolids Hauling: Invoice: 422233,42364 11/21/18,	-2,640.00
12/12/2018	28073	Aqua Pure Water & Sewerage Service ,	Outside Lab, Invoice 83147 November 2018	-784.00
12/12/2018	28074	AT&T	35254352859381989,35254364059371988	-522.18
12/12/2018	28075	Cedar Key Beacon	Invoice No.201811 November 2018	-166.32
12/12/2018	28076	Central FL Electric	Electric November 2018	-4,353.95
12/12/2018	28077	FEI-Tampa, FL Waterworks # 044	Invoice # 1707603	-6,480.00
12/12/2018	28078	Florida Department of Environmental Pr	VOID: Invoice No :28316	0.00
12/12/2018	28079	Gator Works Computing	Backup, Invoice 17- 21050 December 2018	-98.45
12/12/2018	28080	Hach Company	Invoice No: 11239353 November 2018	-796.51
12/12/2018	28081	Konica Minolta Business Solutions	Maintenance, Invoice No: 255466118 December 20	-83.97
12/12/2018	28082	Marina Hardware At Cedar Key, Inc.	Miscellaneous Parts/Supplies Account #: 220 Nov	-84.60
12/12/2018	28083	Safeguard Business Systems Inc.	Invoice No: 033117175	-378.07
12/12/2018	28084	USA Blue Book	Invoice No: 746768	-140.20
12/12/2018	28085	Verizon Wireless	Cell Phones, Invoice 9815273310, 9815225143 N	-203.73
12/12/2018	28086	VISA	Invoice No: 24224438310102016550551	-479.87
12/12/2018	28087	Florida Department of Environmental Pr	Invoice No :28316	-200.00
12/12/2018	28088	Quinn, William M.	Pay Check	-851.52
12/12/2018		Deposit	Deposit	7,637.65
12/12/2018		Deposit	Account 920001,899001,387001,Curtis, Rolon, Eato	365.33
12/13/2018	28090	LANIER MUNICIPAL SUPPLY CO.,INC	Invoice No:98036	-1,205.00
12/13/2018	28091	NAPA Gulf Coast Parts, LLC	Vehicle November 2018	-438.27
12/13/2018	28089	Johns, Alicia M.	Pay Check	-416.67
12/13/2018	28092	Florida Department Of Revenue	No: 48-8012445825-3 07/2018 thru 12/2018	-147.12
12/13/2018		Deposit	Mary Cronin Account # 449001	53.77
12/14/2018	28093	Doty, Gabriel T	Pay Check	-518.31
12/14/2018	28094	McCain, James E.	Pay Check	-840.85

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## Cedar Key Water & Sewer District Monthly Checkbook Activity

As of January 2, 2019

Date	Num	Name	Memo	Amount
12/14/2018	28095	Richburg, Margaret A.	Pay Check	-558.12
12/14/2018	28096	AT&T 5014	Invoice No: 122314242	-101.74
12/14/2018		Deposit	Deposit	2,940.31
12/17/2018		Deposit	Frances Bradley Account # 359001	48.19
12/17/2018		Deposit	Deposit	10,465.80
12/17/2018		Deposit	Island Place Meter Account # 1390001	320.00
12/18/2018		Deposit	Ad-Valorem Roll back rate	19,387.37
12/19/2018	28097	Hawkins, Inc.d/b/a Dumont	Chemicals, Invoice 4404800,4404802	-4,378.30
12/19/2018	28098	John K. McPherson. P.A.	Management, Invoice No: 781 November 2018	-4,500.00
12/19/2018	Bankdraft	Blue Cross Blue Shield of FL	Group:90866 Division: 001 Invoice 73730074 Janu	-4,201.13
12/19/2018	28099	Hawkins, Inc.d/b/a Dumont	Chemicals, Invoice 4412240,4412239	-3,039.90
12/19/2018	28100	Quill Corporation	Invoive No: 3254169	-376.61
12/19/2018	28101	Mittauer & Associates, Inc.	Invoice No: 18500,18501	-1,616.00
12/19/2018	28102	America Water Works Assoc.	Invoice No: 00869314 70014621885 01/11/2019	-371.00
12/19/2018	28103	Mittauer & Associates, Inc.	VOID: Invoice No: ,18501	0.00
12/19/2018	28104	Mittauer & Associates, Inc.	Invoice No: 18500,18501	-4,000.00
12/20/2018	28105	Doty, Gabriel T	Pay Check	-771.38
12/20/2018		Deposit	Museum # 402001	52.32
12/20/2018		Deposit	FWC # 4001	165.88
12/20/2018		Deposit	Ebonya Fitzgerald # 951001	50.00
12/21/2018	28106	Johns, Alicia M.	Pay Check	-416.66
12/21/2018	28108	Quinn, William M.	Pay Check	-627.20
12/21/2018	28109	Richburg, Margaret A.	Pay Check	-558.11
12/21/2018	28107	McCain, James E.	Pay Check	-1,513.42
12/21/2018	Bankdraft	EFTPS	59-1156008	-1,195.36
12/26/2018		Deposit	Deposit	9,754.73
12/26/2018		Deposit	773001 Sharon Shaw \$ 57.38 Araig Mcall 474001	197.08
12/26/2018		Deposit	Deposit	64,648.91
12/26/2018		Deposit	Deposit January 2019	396.31
12/26/2018		Deposit	With Held Funds at Roll Back Rate	3,231.04
12/27/2018	28111	McCain, James E.	Pay Check	-1,396.58
12/27/2018	28110	Johns, Alicia M.	Pay Check	-416.66
12/27/2018	28112	AFLAC	ATF27	-1,009.96
12/27/2018	28113	DAVISVISION	90866	-89.28
12/27/2018	28114	AT & T MOBILITY	Account # 287283253088 December 2018	-23.55
12/27/2018	28115	LANIER MUNICIPAL SUPPLY CO.,INC	Invoice No: 98590	-6.18
12/27/2018	Bankdraft	Transfer		-25,000.00
12/28/2018	28116	Doty, Gabriel T	Pay Check	-428.58
12/28/2018	28117	Quinn, William M.	Pay Check	-727.55
12/28/2018	28118	Richburg, Margaret A.	Pay Check	-558.12
12/28/2018	28119	Bank of America	Account # 5490 9902 2217 3922	-12.64
12/28/2018	28121	Transamerica Worksite Marketing	33859	-56.08
12/28/2018	Bankdraft	EFTPS	59-1156008	-1,049.60
12/28/2018	Bankdraft	EFTPS	59-1156008	-928.76
12/28/2018	28120	Cedar Key Water & Sewer District	301001	-100.00

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## Cedar Key Water & Sewer District Monthly Checkbook Activity

As of January 2, 2019

Date	Num	Name	Memo	Amount
12/28/2018		Deposit	Deposit	14,409.67
12/28/2018		Deposit	Bobby Jones 115001	47.00
12/28/2018		Deposit	G. Woodard 171001, E. Griswold 310001	96.77
12/28/2018		Deposit	C. Peaden 283001	58.48
12/31/2018		Deposit	Deposit	34,874.99
12/31/2018		Deposit	Deposit	11,303.86
12/31/2018		Deposit	Deposit	47.04
01/02/2019	Bankdraft	Transferred	October 2018 thru September 2019	-4,902.00
01/02/2019	Bankdraft	Transfer	For RD Payment on 09/01/2019	-30,000.00
01/02/2019	28122	US Postmaster	785 pieces @ \$0.35 = \$274.75	-274.75
01/02/2019	28123	US Postmaster	2 ROLLS OF STAMPS	-100.00
Total 100 - Operating Account				<u>64,909.79</u>
Total Unrestricted Cash Funds				<u>64,909.79</u>
<b>TOTAL</b>				<u><u>64,909.79</u></u>

# Cedar Key Water and Sewer District

## Penalty Register

Detailed

For charges due before 01/11/2019

Account Balance as of 12/31/2018

Disconnect Date 01/11/2019

Sorted by: Route + Reading Sequence

Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
7001	7001	MAUREEN ZUCK	11471 SW 154TH AVENUE					
	WATER	P1		14280633	164.35	20.00	0.00	184.35
	SEWER				149.45	0.00	0.00	149.45
		MAUREEN ZUCK	Total		313.80	20.00	0.00	333.80
28001	28001	BARBARA WOODHOUSE	15780 MILLER ISLAND...					
	WATER	P1		13380016	23.00	20.00	0.00	43.00
	SEWER				25.48	0.00	0.00	25.48
		BARBARA WOODHOUSE	Total		48.48	20.00	0.00	68.48
34001	34001	JOHN GOLDEN	11918 SR 24					
	WATER	P1		14280642	58.09	20.00	0.00	78.09
	SEWER				52.69	0.00	0.00	52.69
		JOHN GOLDEN	Total		110.78	20.00	0.00	130.78
1031001	1031001	ANTHONY HINKLE	11990-B SR 24					
	WATER	P1		12601491	92.58	20.00	0.00	112.58
		ANTHONY HINKLE	Total		92.58	20.00	0.00	112.58
105001	105001	DUSTIN ATWATER	12518 HWY 24					
	WATER	P1		14280564	24.02	20.00	0.00	44.02
	SEWER				23.02	0.00	0.00	23.02
		DUSTIN ATWATER	Total		47.04	20.00	0.00	67.04
117001	117001	RENOTIA HINES	1 BAYSHORE AVENUE					
	WATER	P1		14280799	24.02	20.00	0.00	44.02
	SEWER				23.02	0.00	0.00	23.02
		RENOTIA HINES	Total		47.04	20.00	0.00	67.04
120001	120001	PIRATES COVE...	12633 STATE RD. 24					
	WATER	P1		14062239	111.58	20.00	0.00	131.58
	SEWER				103.10	0.00	0.00	103.10
		PIRATES COVE...	Total		214.68	20.00	0.00	234.68
175001	175001	DAVID THOMAS, JR.	16350 SW WHIDDON...					
	WATER	P1		11557318	72.00	20.00	0.00	92.00
	SEWER				65.30	0.00	0.00	65.30
		DAVID THOMAS, JR.	Total		137.30	20.00	0.00	157.30
178001	178001	PHILLIP CAMPBELL	1234 WHIDDON AVENUE					
	WATER	P1		14280650	64.88	20.00	0.00	84.88
	SEWER				78.88	0.00	0.00	78.88
		PHILLIP CAMPBELL	Total		143.76	20.00	0.00	163.76
185001	185001	JAMES MOORE	1157 PALMETTO DRIVE					
	WATER	P1		13943798	24.46	20.00	0.00	44.46
	SEWER				23.37	0.00	0.00	23.37
		JAMES MOORE	Total		47.83	20.00	0.00	67.83
249001	249001	MARK SALTER	16741 SW 133RD ST.					
	WATER	P1		14280664	27.50	20.00	0.00	47.50
	SEWER				25.84	0.00	0.00	25.84
		MARK SALTER	Total		53.34	20.00	0.00	73.34
300001	300001	JENNIFER MCCAIN	1266 GULF BLVD					
	WATER	P1		14346408	55.00	20.00	0.00	75.00
	SEWER				49.91	0.00	0.00	49.91
		JENNIFER MCCAIN	Total		104.91	20.00	0.00	124.91
337001	337001	IRA CARTER	16292 EAST PT. RD					
	WATER	P1		17336228	26.62	20.00	0.00	46.62

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Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
337001	337001	IRA CARTER	16292 EAST PT. RD		25.13	0.00	0.00	25.13
		SEWER						
		IRA CARTER	Total		51.75	20.00	0.00	71.75
343001	343001	JUSTIN BISHOP	16297 ANDREWS CIRCLE					
		WATER		13658403	28.74	20.00	0.00	48.74
		SEWER			26.84	0.00	0.00	26.84
		JUSTIN BISHOP	Total		55.58	20.00	0.00	75.58
351001	351001	SHAY SANTOS	16433 HODGES AVE.					
		WATER		14280762	77.36	20.00	0.00	97.36
		SEWER			53.58	0.00	0.00	53.58
		SHAY SANTOS	Total		130.94	20.00	0.00	150.94
1086001	1086001	TODD THOMPSON	12191 SW 165TH AVENUE					
		WATER		14621653	72.35	20.00	0.00	92.35
		SEWER			49.52	0.00	0.00	49.52
		TODD THOMPSON	Total		121.87	20.00	0.00	141.87
448001	448001	JOHN ANASTASI	12750 JERNIGAN AVE.					
		WATER		14280695	24.15	20.00	0.00	44.15
		SEWER			23.12	0.00	0.00	23.12
		JOHN ANASTASI	Total		47.27	20.00	0.00	67.27
491001	491001	LYNN SYLVER	12390 GULF BLVD					
		WATER		14280471	26.99	20.00	0.00	46.99
		SEWER			25.42	0.00	0.00	25.42
		LYNN SYLVER	Total		52.41	20.00	0.00	72.41
527001	527001	PENNY TRAVIS	52 2ND ST-TH #4					
		WATER		12943664	24.00	20.00	0.00	44.00
		SEWER			23.00	0.00	0.00	23.00
		PENNY TRAVIS	Total		47.00	20.00	0.00	67.00
536001	536001	JAMES WINN	11 OLD MILL DRIVE ...					
		WATER		14280487	19.91	20.00	0.00	39.91
		SEWER			25.83	0.00	0.00	25.83
		JAMES WINN	Total		45.74	20.00	0.00	65.74
561001	561001	VISIT CEDAR KEY LLC	11 OLD MILL DRIVE 7E					
		WATER		14280443	27.77	20.00	0.00	47.77
		SEWER			26.05	0.00	0.00	26.05
		VISIT CEDAR KEY LLC	Total		53.82	20.00	0.00	73.82
563001	563001	WILLOWS EDGE...	11 OLD MILL DRIVE 8A					
		WATER		14280440	26.26	20.00	0.00	46.26
		SEWER			25.01	0.00	0.00	25.01
		WILLOWS EDGE...	Total		51.27	20.00	0.00	71.27
565001	565001	M. HESS	11 OLD MILL DRIVE 8C					
		WATER		14280445	27.65	20.00	0.00	47.65
		SEWER			25.96	0.00	0.00	25.96
		M. HESS	Total		53.61	20.00	0.00	73.61
574001	574001	J. LOCK	11 OLD MILL DRIVE 9F					
		WATER		14280524	25.82	20.00	0.00	45.82
		SEWER			24.48	0.00	0.00	24.48
		J. LOCK	Total		50.30	20.00	0.00	70.30
621001	621001	P. KLOCKSIEEN	211 2ND ST.- 25-332					
		WATER		12447019	24.44	20.00	0.00	44.44
		SEWER			23.35	0.00	0.00	23.35
		P. KLOCKSIEEN	Total		47.79	20.00	0.00	67.79
1048001	1048001	TWO DOGS CIGAR BAR...	360 DOCK STREET					
		WATER		14346388	24.56	20.00	0.00	44.56
		SEWER			23.45	0.00	0.00	23.45
		TWO DOGS CIGAR BAR...	Total		48.01	20.00	0.00	68.01
689001	689001	LEVY CNTY PARKS...	1 DOCK STREET PIER					
		WATER		16304543	49.15	20.00	0.00	69.15
		SEWER			44.64	0.00	0.00	44.64
		LEVY CNTY PARKS...	Total		93.79	20.00	0.00	113.79
758001	758001	CINDY BONISH	582 2ND ST.					

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Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
758001	758001	CINDY BONISH	582 2ND ST.					
				14280405	33.98	20.00	0.00	53.98
					31.26	0.00	0.00	31.26
					65.24	20.00	0.00	85.24
884001	884001	CINDY BONISH NANCY SUTTON	809 4TH STREET					
				12601758	58.86	20.00	0.00	78.86
					53.39	0.00	0.00	53.39
					112.25	20.00	0.00	132.25
888001	888001	NANCY SUTTON NANCY SERA	750 4TH STREET					
				14280382	28.93	20.00	0.00	48.93
					27.00	0.00	0.00	27.00
					55.93	20.00	0.00	75.93
916001	916001	WM. HEITMAN	4091 G STREET					
				14346448	24.41	20.00	0.00	44.41
					23.33	0.00	0.00	23.33
					47.74	20.00	0.00	67.74
1330001	1330001	JOHN FEIBER	2041 H STREET					
				11542767	24.68	20.00	0.00	44.68
					23.55	0.00	0.00	23.55
					48.23	20.00	0.00	68.23
956001	956001	JOE VASTOLA	882 8TH ST.					
				14346507	24.15	20.00	0.00	44.15
					23.12	0.00	0.00	23.12
					47.27	20.00	0.00	67.27
970001	970001	EARL WARREN III	4050 G ST. APT #202					
				14280721	26.28	20.00	0.00	46.28
					24.85	0.00	0.00	24.85
					51.13	20.00	0.00	71.13
971001	971001	E. LOWE	4050 G ST. APT #203					
				14280722	29.10	20.00	0.00	49.10
					27.14	0.00	0.00	27.14
					56.24	20.00	0.00	76.24

Total Customers 35  
Prev. Balance \$2,796.72  
Penalty \$700.00  
Total Tax \$0.00  
Account Balance \$3,496.72

Previously Posted Penalty

\$0.00



# Cedar Key Water & Sewer District

## Sick and Annual Leave Balances

December 31,2018 Amount Used 2018)

<u>Employee</u>	<u>Sick Available</u>	<u>Sick Used</u>	<u>Vacation Available</u>	<u>Vacation Used</u>
Doty, Gabriel T	28:00	84:00	45:04	32:00
Johns, Alicia M.	16:27	131:00	43:00	166:30
McCain, James E.	1177:30	87:30	203:57	190:30
Quinn, William M.	217:30	161:00	227:23	123:30
Richburg, Margaret A.	3:30	111:00	46:24	178:30

### Adjusted Bill Calculation

**Adjustment Information**

Date Requested: 1/7/2019  
 Month of Service: Dec-18  
 Metered Usage: 7,850 Gal  
 Am't Billed (W&S): \$108.46

Customer Name: Katherine Lane  
 Account No.: 908001  
 Service Address: 757 5th Street  
 \*Previous 12 Months  
 Average W&S Usage: 1,013 gallons/Month

Justification: Broken water line to refrigerator was found.

	<b>Water</b>	<b>Sewer</b>
Base Charges:	\$24.00	\$23.00

**Water Usage**

Gallons: **7,850**

0 to 3K	@	\$2.43/K	\$7.29
3 to 6 K	@	\$4.56/K	\$13.68
6 to 9 K	@	\$6.43/K	\$11.90
9K+	@	\$8.32/K	\$0.00
Total:			\$56.87

**Adjusted Sewer Usage**

Gallons\*: **1,013**

0 to 3K	@	\$1.97/K	\$2.00
3 to 6 K	@	\$3.99/K	\$0.00
6 to 9 K	@	\$5.79/K	\$0.00
9K+	@	\$7.58/K	\$0.00
Total:			\$25.00

**Adjusted Water and Sewer, Total:            \$81.86**

# Usage Report

From: 12/01/2017 Through: 01/07/2019

Sorted By: Account Number

For 908001

1,013 yr aug

Location No	Acct No.	Name	Service	Tran Date	Measure	Act Usage	Bill Usage	Adj Usage	Adj Amt	Charges	Prior Date	Prior Read	Current Date	Current Read
908001	908001	KATHARINE LANE				757 5TH ST.			13		0			
14346447	5/8" METER	WATER		12/29/2017	Gallons	1450.	1450.	0.	0.00	26.35	11/20/2017	3644	12/18/2017	3789
14346447	5/8" METER	WATER		01/31/2018	Gallons	1860.	1860.	0.	0.00	27.30	12/18/2017	3789	01/19/2018	3975
14346447	5/8" METER	WATER		02/28/2018	Gallons	1660.	1660.	0.	0.00	26.83	01/19/2018	3975	02/19/2018	4141
14346447	5/8" METER	WATER		03/30/2018	Gallons	1460.	1460.	0.	0.00	26.37	02/19/2018	4141	03/19/2018	4287
14346447	5/8" METER	WATER		05/01/2018	Gallons	1310.	1310.	0.	0.00	26.03	03/19/2018	4287	04/20/2018	4418
14346447	5/8" METER	WATER		06/01/2018	Gallons	1580.	1580.	0.	0.00	26.65	04/20/2018	4418	05/21/2018	4576
14346447	5/8" METER	WATER		06/29/2018	Gallons	1460.	1460.	0.	0.00	26.37	05/21/2018	4576	06/20/2018	4722
14346447	5/8" METER	WATER		07/31/2018	Gallons	0.	0.	0.	0.00	23.00	06/20/2018	4722	07/20/2018	4722
14346447	5/8" METER	WATER		08/31/2018	Gallons	0.	0.	0.	0.00	23.00	07/20/2018	4722	08/20/2018	4722
14346447	5/8" METER	WATER		10/01/2018	Gallons	0.	0.	0.	0.00	23.00	08/20/2018	4722	09/20/2018	4722
14346447	5/8" METER	WATER		10/31/2018	Gallons	0.	0.	0.	0.00	24.00	09/20/2018	4722	10/22/2018	4722
14346447	5/8" METER	WATER		11/30/2018	Gallons	1370.	1370.	0.	0.00	27.33	10/22/2018	4722	11/19/2018	4859
14346447	5/8" METER	WATER		12/31/2018	Gallons	7850.	7850.	0.	0.00	56.87	11/19/2018	4859	12/20/2018	5644

Grand

Totals

WATER	Gallons	20000.	20000.	0.	0.00	363.10	0
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Number of Accounts	1
Number of Locations	1
Account/Location Combinations	1

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**CEDAR KEY WATER AND SEWER DISTRICT**

**REQUEST FOR BILL ADJUSTMENT**

Date: 1/7/2019

Name: Katherine Lane

Name on Account if Different: \_\_\_\_\_

Physical Address of Account: 757 5th Street

Description of water loss including dates over which loss occurred:

Billy found broken water line going to refrigerator.

\_\_\_\_\_

\_\_\_\_\_

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

Katherine Lane  
Signature

Submit:

Mail: CKWSD, P.O. Box 309, Cedar Key, FL, 32625.  
Email: [alicia@ckwater.org](mailto:alicia@ckwater.org)  
Fax: 866-278-7502  
Hand: 510 3<sup>rd</sup> Street, Cedar Key.

### Adjusted Bill Calculation

**Adjustment Information**

Date Requested: 1/3/2019  
 Month of Service: Nov-18  
 Metered Usage: 21,030 Gal  
 Am't Billed (W&S): \$313.79

Customer Name: Maureen Zuck

Account No.: 7001

Service Address: 11471 SE 154th Avenue

\*Previous 12 Months

Average W&S Usage: 5,399 gallons/Month

Justification: Water hose was accidentally left running

	<b>Water</b>	<b>Sewer</b>
Base Charges:	\$24.00	\$23.00

**Water Usage**

Gallons: **21,030**

0 to 3K @ \$2.43/K	\$7.29
3 to 6 K @ \$4.56/K	\$13.68
6 to 9 K @ \$6.43/K	\$19.29
9K+ @ \$8.32/K	\$100.09
Total:	\$164.35

**Adjusted Sewer Usage**

Gallons\*: **5,399**

0 to 3K @ \$1.97/K	\$5.91
3 to 6 K @ \$3.99/K	\$9.57
6 to 9 K @ \$5.79/K	\$0.00
9K+ @ \$7.58/K	\$0.00
Total:	\$38.48

**Adjusted Water and Sewer, Total: \$202.83**

# Usage Report

From: 11/01/2017 Through: 12/01/2018  
 Sorted By: Account Number  
 For 7001

5,399 yk awg

Location No	Acct No.	Name	Service	Tran Date	Measure	Act Usage	Bill Usage	Adj Usage	Adj Amt	Charges	Prior Date	Prior Read	Current Date	Current Read
7001	7001	MAUREEN ZUCK				11471 SW 154TH AVENUE			02		0			
14280633	5/8" METER	WATER		11/30/2017	Gallons	3610.	3610.	0.	0.00	32.58	10/23/2017	8948	11/20/2017	9309
14280633	5/8" METER	WATER		12/29/2017	Gallons	4440.	4440.	0.	0.00	36.18	11/20/2017	9309	12/18/2017	9753
14280633	5/8" METER	WATER		01/31/2018	Gallons	5130.	5130.	0.	0.00	39.17	12/18/2017	9753	01/19/2018	10266
14280633	5/8" METER	WATER		02/28/2018	Gallons	5020.	5020.	0.	0.00	38.70	01/19/2018	10266	02/19/2018	10768
14280633	5/8" METER	WATER		03/30/2018	Gallons	4590.	4590.	0.	0.00	36.83	02/19/2018	10768	03/19/2018	11227
14280633	5/8" METER	WATER		05/01/2018	Gallons	8680.	8680.	0.	0.00	59.35	03/19/2018	11227	04/20/2018	12095
14280633	5/8" METER	WATER		06/01/2018	Gallons	5530.	5530.	0.	0.00	40.91	04/20/2018	12095	05/21/2018	12648
14280633	5/8" METER	WATER		06/29/2018	Gallons	4940.	4940.	0.	0.00	38.35	05/21/2018	12648	06/20/2018	13142
14280633	5/8" METER	WATER		07/31/2018	Gallons	5380.	5380.	0.	0.00	40.26	06/20/2018	13142	07/20/2018	13680
14280633	5/8" METER	WATER		08/31/2018	Gallons	4990.	4990.	0.	0.00	38.57	07/20/2018	13680	08/20/2018	14179
14280633	5/8" METER	WATER		10/01/2018	Gallons	3670.	3670.	0.	0.00	32.84	08/20/2018	14179	09/20/2018	14546
14280633	5/8" METER	WATER		10/31/2018	Gallons	8810.	8810.	0.	0.00	63.04	09/20/2018	14546	10/22/2018	15427
14280633	5/8" METER	WATER		11/30/2018	Gallons	21030.	21030.	0.	0.00	164.35	10/22/2018	15427	11/19/2018	17530

**Grand Totals**

WATER Gallons 85820. 85820. 0. 0.00 661.13 0

Number of Accounts 1  
 Number of Locations 1  
 Account/Location Combinations 1

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SEND PAYMENTS TO:  
 CEDAR KEY WATER AND SEWER DISTRICT  
 P.O. BOX 309  
 CEDAR KEY, FL 32625-0309  
 PHONE #: (352) 543-5285

SERVICE		ACCOUNT NUMBER
FROM 10/22/18	TO 11/19/18	7001
PREV. READING 15427	PRES. READING 17530	UNITS USED 21030
Previous Balance		0.01
Water		164.35
Sewer		149.44
After 28th \$20.00 penalty, if 28th falls on the weekend, you have until the following Monday to pay your balance.		
DATE DUE 12/28/18	TOTAL DUE	313.80
SERVICE ADDRESS 11471 SW 154TH AVENUE		

PLEASE RETURN THIS STUB WITH PAYMENT.	
ACCOUNT NUMBER: 7001	
DATE DUE 12/28/18	TOTAL AMOUNT DUE 313.80
AMOUNT ENCLOSED: \$	
MAKE CHECKS PAYABLE TO: CEDAR KEY WATER AND SEWER DISTRICT	

MAUREEN ZUCK  
 11471 SE 154TH AVENUE  
 CEDAR KEY, FL 32625-

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**CEDAR KEY WATER AND SEWER DISTRICT**

**REQUEST FOR BILL ADJUSTMENT**

Date: 1/3/2019

Name: Maureen Zuck

Name on Account if Different: \_\_\_\_\_

Physical Address of Account: 11471 SE 154th Avenue

Description of water loss including dates over which loss occurred:

Our hose was accidentally turned on  
and not turned off. We found it  
a week later.

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

Maureen Zuck  
Signature

Submit:

Mail: CKWSD, P.O. Box 309, Cedar Key, FL, 32625.

Email: [alicia@ckwater.org](mailto:alicia@ckwater.org)

Fax: 866-278-7502

Hand: 510 3<sup>rd</sup> Street, Cedar Key.

(24)



**Cedar Key Water and Sewer District  
General Manager Report  
January 14, 2019**

**1. Water Plant**

Disinfectant Byproducts: The next test will be during the first week of February.

TwinOxide: The application for DEP authorization to proceed with the second TwinOxide test has been submitted and we are awaiting DEP response.

**2. Wastewater Treatment Plant Permit Renewal**

No change—still awaiting DEP response to our permit renewal application and response to request for additional information.

**3. Wastewater Bridge Lines Directional Drills**

Tim Norman is continuing design work on this project. The first reimbursement request has been submitted to SRWMD under the RIVER Grant.

**4. Water Tower**

The interior washout by Utility Service Group is scheduled for January 14 after the original washout on December 5 had to be postponed.

**5. Trim Compliance**

After conducting the budget re-hearing and submitting paperwork to the State, we received our TRIM compliance letter. (27)

**6. Drummond Bank Line of Credit**

Our \$100,000 line of credit with Drummond Bank needs to be renewed. The cost is \$350 in fees and taxes. (28) This has been maintained in place for quick use in an emergency.

*Requested Action:* Approve renewal of the line of credit.

7. **Groundwater Levels**

<b>DATE</b>	<b>ROSEWOOD</b>	<b>SUWANNEE</b>	<b>NOTE</b>
1.1.12	7.62	1.64	6 months before saltwater intrusion
5.23.12	6.67	-.54	Near start of intrusion event
8.1.12	9.76	3.76	Near end of intrusion event
1.1.17	9.88	2.99	Start of 2017
1.1.18	10.46	3.53	Start of this year
12.03.18	11.13	4.61	Previous reading
1.08.19	11.50	4.68	Current



**Florida Department of Revenue**  
*Property Tax Oversight*

**Leon M. Biegalski**  
Executive Director

5050 West Tennessee Street, Tallahassee, FL 32399

floridarevenue.com

December 19, 2018

John K. McPherson, General Manager  
Cedar Key Special Water & Sewer District  
Post Office Box 309  
Cedar Key, Florida 32625-0309

Re: Truth in Millage (TRIM) Certification

Dear Mr. McPherson:

The Department of Revenue has reviewed the revised and re-advertised millage certification documents that your taxing authority submitted and has determined that the certification requirements of subsections 200.065(1)-(4), (6)-(12), (14), and (15), Florida Statutes, and section 200.068, Florida Statutes, have been met. From that certification, the Department has found no violation of, and accepts the certification as meeting the requirements of the listed subsections of section 200.065, Florida Statutes.

By copy of this notice, the Department is notifying and directing the tax collector to disburse all funds held in escrow and is notifying the Refunds and Distribution process of the General Tax Administration program to disburse the revenue sharing funds under the normal disbursement process beginning with the next disbursement after this date.

Thank you for your prompt attention to this matter.

Sincerely,

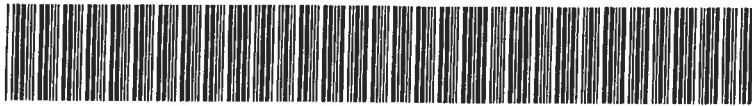
Brandi Gunder  
Program Director  
Property Tax Oversight

cc: Honorable Linda Fugate  
Levy County Tax Collector

Roger Hinson, Program Administrator  
Refunds and Revenue Distribution

sh/#48.10

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\*000000004110026400034501022019\*



**DISBURSEMENT REQUEST AND AUTHORIZATION**

Principal	Loan Date	Maturity	Loan No	Call / Coll	Account	Officer	Initials
\$ 100,000.00	01-02-2019	01-02-2020	4110026400	4A / 00015		HMD	

References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "\*\*\*\*" has been omitted due to text length limitations.

**Borrower:** CEDAR KEY WATER AND SEWER DISTRICT  
PO Box 309  
Cedar Key, FL 32625-0309

**Lender:** Drummond Community Bank  
Cedar Key Office  
7060 C Street  
PO Box 400  
Cedar Key, FL 32625

**LOAN TYPE.** This is a Fixed Rate (4.000%) Nondisclosable Revolving Line of Credit Loan to a Government Entity for \$100,000.00 due on January 2, 2020.

**PRIMARY PURPOSE OF LOAN.** The primary purpose of this loan is for:

- Personal, Family, or Household Purposes or Personal Investment.
- Business (Including Real Estate Investment).

**SPECIFIC PURPOSE.** The specific purpose of this loan is: ESTABLISH A RLOC.

**DISBURSEMENT INSTRUCTIONS.** Borrower understands that no loan proceeds will be disbursed until all of Lender's conditions for making the loan have been satisfied. Please disburse the loan proceeds of \$100,000.00 as follows:

<b>Undisbursed Funds:</b>	\$ 100,000.00
<b>Note Principal:</b>	\$ 100,000.00

**CHARGES PAID IN CASH.** Borrower has paid or will pay in cash as agreed the following charges:

<b>Prepaid Finance Charges Paid in Cash:</b>	\$0.00
<b>Other Charges Paid in Cash:</b>	\$350.00
\$350.00 DOCUMENTARY STAMPS	
<b>Total Charges Paid in Cash:</b>	\$350.00

**FINANCIAL CONDITION.** BY SIGNING THIS AUTHORIZATION, BORROWER REPRESENTS AND WARRANTS TO LENDER THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND CORRECT AND THAT THERE HAS BEEN NO MATERIAL ADVERSE CHANGE IN BORROWER'S FINANCIAL CONDITION AS DISCLOSED IN BORROWER'S MOST RECENT FINANCIAL STATEMENT TO LENDER. THIS AUTHORIZATION IS DATED JANUARY 2, 2019.

**BORROWER:**

**CEDAR KEY WATER AND SEWER DISTRICT**

By: \_\_\_\_\_  
DOTTIE HALDEMAN

By: \_\_\_\_\_  
LESLIE N STURMER

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