

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

REGULAR MEETING
January 10, 2022, 5:00 P.M.

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

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

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

**Minutes of Regular Meeting
Board of Commissioners
December 13, 2021**

Board Members Present: Joe Hand, Stephen Rosenthal, Leslie Sturmer, Tabitha Lauer.

Others Present: Chad Wisdom, John McPherson, Mandy Offerle, Frank Offerle, Jim Wortham, Phil Prescott, Clay Childers, Jan Childers, Mac Cox.

1. Meeting called to order at 5:00 p.m. by Stephen Rosenthal, Chair.
2. Pledge and Prayer.
3. Adoption of Agenda. **Motion** by Leslie Sturmer to adopt the agenda as presented. **Second** by Joe Hand. Passed by a vote of 4-0.
4. Approval of Minutes. **Motion** by Tabitha Lauer to accept the minutes of the regular meeting of November 8, 2021, and special meeting of December 3, 2021, as presented. **Second** by Joe Hand. Passed by a vote of 4-0.
5. Financial Reports. Budget, Balance Sheet, Checkbook Activity, and Employee Leave reports were presented for review. **Motion** by Leslie Sturmer to accept the financial reports as presented. **Second** by Tabitha Lauer. Stephen Rosenthal noted that the amount spent on chemicals was over budget. Leslie Sturmer noted negative amounts on certain lines in the Profit and Loss report; Chad Wisdom explained that these were the result of accounting adjustments. Leslie Sturmer noted the high amounts due by the Faraway Inn. Tabitha asked that the General Manager check to see if the Penalty Register could only show accounts that were 30 days or more late. Passed by a vote of 4-0.
6. Resolution No: 2021-10

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT; AMENDING THE FISCAL YEAR 2021-2022 BUDGET; PROVIDING FOR POSTING ON THE DISTRICT'S WEBSITE; AND ESTABLISHING AN EFFECTIVE DATE.

The attorney read the resolution by short title. **Motion** by Tabitha Lauer to adopt Resolution 2021-10 as presented. **Second** by Joe Hand. Passed by a vote of 4-0.

7. General Manager Report.

a. *Water Plant.*

The GM reported that staff is looking into modernizing the existing water treatment plant with the most vulnerable components being replaced. He stated that a meeting with Crom Corporation has been scheduled to look at the concrete issues.

The GM reported that James McCain and he attended the Levy County Commission meeting and the Commission expressed its support for a new water pipeline.

The GM reported that he would be meeting with Suwannee River Water Management District staff to discuss the pipeline, and whether the SRWMD could take the lead on the pipeline. Leslie Sturmer noted that the SRWMD Executive Director, Hugh Thomas, is very familiar with the situation in Cedar Key.

The GM reported that due to good disinfectant byproduct levels, the District would go back to annual testing for DBPs.

b. *Wastewater System.*

The GM reported that the District has submitted a funding request to the Legislature for wastewater refurbishment and will be seeking letters of support. He also reported that the District has submitted a request to the City for Covid 19 funds for wastewater repairs. Tabitha Lauer stated that the District's request had been ranked high on the City priority list for use of the Covid funds.

c. *Covid-19.* The GM reported that the District continues to follow mask-wearing and separation protocols at the District office, with no symptoms or testing this month. He stated that vaccines are available for essential workers and that all employees are being urged to get them. He also noted that weekly wastewater samples were still be being delivered to UF for testing.

d. *Holiday Issues.* The GM stated that the District Christmas party would be on December 19, at 4:30 p.m. The Board agreed to provide the usual staff Christmas gift of a turkey or ham.

8. Commissioner Comments.

Joe Hand asked staff to be sure there is clarity about the new work that Mittauer is doing on the pipeline, etc, and that there would not be any expectation of payment for that.

Leslie Sturmer stressed the need for clarity as to the role to be played by the District on the water pipeline project. The GM stated that it was his hope that the SRWMD would take the lead.

9. Public Input.

1. Clay Childers expressed the opinion that the District should focus on the well field site for the new water treatment plant due to flood concerns at the existing site. He stated that he did not think grant money would be available to be spend on facilities in a flood

zone. The GM stated that survey work on the well field site had been done. Joe Hand asked whether the well field site might be used for the simpler water treatment plant that would be needed if a pipeline were built, and the GM stated that it could.

2. Mandy Offerle suggested that the question of whether any amounts are owed to Mittauer not be brought up again by the District so long as Mittauer did not bring it up.
10. Adjournment: There being no further business to conduct, the meeting was adjourned at 5:54 p.m.

Stephen B. Rosenthal, Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

Date: _____

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

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
Unrestricted Cash Funds	
100 - Operating Account	89,539.95
102 Petty Cash	175.00
113.3 Unrestricted Savings	19,558.85
Total Unrestricted Cash Funds	109,273.80
Restricted Cash Funds	
103.1 Security Deposit	13,601.02
114.00 RD Payment	39,862.50
114.02 RD RESERVE ACCOUNT	39,266.00
Total Restricted Cash Funds	92,729.52
Total Checking/Savings	202,003.32
Other Current Assets	
135.5 - Unbilled Receivables	23,205.28
134 - Accounts Receivable	96,279.95
135 - Allowance for A/R	-9,700.00
160 - Inventory & Materials	56,809.57
Total Other Current Assets	166,594.80
Total Current Assets	368,598.12
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	11,313.24
309 - Vehicles	129,248.96
311 - Less Accum Depreciation	-5,817,908.82
Total Fixed Assets	4,991,888.80
Other Assets	
170 - Utility Deposit	141.19
311 - Construction in Progress	
312 - CIP-SRF Project	140,250.00
313 - CIP - SRF District Match	26,000.00
Total 311 - Construction in Progress	166,250.00
Total Other Assets	166,391.19
TOTAL ASSETS	5,526,878.11
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
485 - Note Payable -RD - Current	19,000.00
403- Emplo Ret Con Payabale	709.96
405-01 Salaries Payable	4,923.67
411 - Unearned Revenues	9,222.29
450 - Fed. Income Taxes Payable	300.28
482 - Accrued Int Pay	2,349.00
483 - Accrued Compensated Absen...	20,193.00
484 -Customer Deposits Payable	13,601.02
Total Other Current Liabilities	70,299.22
Total Current Liabilities	70,299.22

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Accrual Basis

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

	<u>Dec 31, 21</u>
Long Term Liabilities	
460 · N/P-Rural Development	1,056,000.00
500 - Accrd Compens Absences-LT	<u>9,379.00</u>
Total Long Term Liabilities	<u>1,065,379.00</u>
Total Liabilities	1,135,678.22
Equity	
597 · R/E Prior Period Adjustment	31,083.87
598 · Restricted for Debt Service	34,364.00
3900 · Retained Earnings	316,394.50
599 · Investment in Capital Assets - Net Income	<u>3,918,904.00</u> <u>90,453.52</u>
Total Equity	<u>4,391,199.89</u>
TOTAL LIABILITIES & EQUITY	<u><u>5,526,878.11</u></u>

Cedar Key Water & Sewer District
2019&2020 Profit & Loss Budget vs. Actual
October 2021 through September 2022

25%

	Oct '21 - Sep 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
300 - Income				
305 - Water Revenue	104,330.39	487,200.00	-382,869.61	21.41%
310 - Sewer Revenues	85,807.65	407,400.00	-321,592.35	21.06%
315 - Ad Valorem Tax				
315.100 · Ad Valorem	169,986.68	235,800.00	-65,813.32	72.09%
Total 315 - Ad Valorem Tax	169,986.68	235,800.00	-65,813.32	72.09%
325 - Penalties	890.00	2,500.00	-1,610.00	35.6%
330 - Earned Interest	0.00	20.00	-20.00	0.0%
335 - New Meter Charges	0.00	2,000.00	-2,000.00	0.0%
340 - Rent for Water & Sewer Di				
341 City	1,884.00			
340 - 340-100 Cedar Key Dist.	5,052.00			
340 - Rent for Water & Sewer Di - Other	0.00	15,050.00	-15,050.00	0.0%
Total 340 - Rent for Water & Sewer Di	6,936.00	15,050.00	-8,114.00	46.09%
350 - Misc Income	2,982.01	7,500.00	-4,517.99	39.76%
360 · Carry Forward	0.00	40,000.00	-40,000.00	0.0%
365. Meter Installation Fee	0.00	1,000.00	-1,000.00	0.0%
366 · Recovery of Bad Debt	0.00	0.00	0.00	0.0%
382 - Grant - Legislative 2016	0.00	67,000.00	-67,000.00	0.0%
Total 300 - Income	370,932.73	1,265,470.00	-894,537.27	29.31%
Total Income	370,932.73	1,265,470.00	-894,537.27	29.31%
Gross Profit	370,932.73	1,265,470.00	-894,537.27	29.31%
Expense				
500 · GENERAL AND ADMINISTRATIVE				
510 · Payroll				
510.01 · Salaries	94,201.49	359,000.00	-264,798.51	26.24%
510.02 · Social Security/Medicare	7,069.11	32,000.00	-24,930.89	22.09%
510.03 · Retirement	6,844.24	42,000.00	-35,155.76	16.3%
510.04 · Health, Dental & Life Ins	18,040.54	59,000.00	-40,959.46	30.58%
510.05 · Workers Comp.	4,764.23	6,000.00	-1,235.77	79.4%
Total 510 · Payroll	130,919.61	498,000.00	-367,080.39	26.29%
520 · Office				
520.01 · Supplies	61.98	3,000.00	-2,938.02	2.07%
520.02 · Postage & Shipping	1,085.60	5,200.00	-4,114.40	20.88%
520.03 · Copier, Computer, Billing, Etc.	645.28	5,000.00	-4,354.72	12.91%
520.04 · Printing and Copying	0.00	1,500.00	-1,500.00	0.0%
520.05 · Web Portal/E-Billing	0.00	0.00	0.00	0.0%
Total 520 · Office	1,792.86	14,700.00	-12,907.14	12.2%
530 · Utilities				
530.01 · Fuel For Equipment	2,971.06	7,500.00	-4,528.94	39.61%
530.02 · Solid Waste Disposal	282.38	2,500.00	-2,217.62	11.3%
530.03 · Telephone	1,862.58	10,000.00	-8,137.42	18.63%

Cedar Key Water & Sewer District 2019&2020 Profit & Loss Budget vs. Actual October 2021 through September 2022

	Oct '21 - Sep 22	Budget	\$ Over Budget	% of Budget
530 · Utilities - Other	0.00	0.00	0.00	0.0%
Total 530 · Utilities	5,116.02	20,000.00	-14,883.98	25.58%
540 · Professional Fees				
540.01 · Audit & Accounting	4,000.00	20,000.00	-16,000.00	20.0%
540.02 · Management/Legal	3,000.00	21,000.00	-18,000.00	14.29%
540.03 · Property Appraiser's Fee	0.00	7,200.00	-7,200.00	0.0%
540.05 · Tax Collector Fees	3,987.96	6,000.00	-2,012.04	66.47%
540.04 · Water/Wastwater Operator	0.00	500.00	-500.00	0.0%
Total 540 · Professional Fees	10,987.96	54,700.00	-43,712.04	20.09%
550 - General Repair & Maint				
550.01 · Vehicle	2,584.25	28,000.00	-25,415.75	9.23%
550.02 · Equipment and Tools	921.08	7,500.00	-6,578.92	12.28%
550.03 · Building	186.14	2,500.00	-2,313.86	7.45%
550.04 · Supplies	289.24	1,000.00	-710.76	28.92%
550.05 · New Tools	0.00	1,000.00	-1,000.00	0.0%
Total 550 - General Repair & Maint	3,980.71	40,000.00	-36,019.29	9.95%
560 · Other				
560.01 · Property/Liability Ins.	49,250.00	50,000.00	-750.00	98.5%
560.02 · Election Expenses	0.00	3,000.00	-3,000.00	0.0%
560.03 · Continuing Education	0.00	1,500.00	-1,500.00	0.0%
560.04 · Annual Fees & Dues	731.00	5,000.00	-4,269.00	14.62%
560.05 · Ads and Publications	54.68	750.00	-695.32	7.29%
560.06 · Miscellaneous	196.80	1,000.00	-803.20	19.68%
560.07 · Contingency	0.00	3,460.00	-3,460.00	0.0%
Total 560 · Other	50,232.48	64,710.00	-14,477.52	77.63%
Total 500 · GENERAL AND ADMINISTRATIVE	203,029.64	692,110.00	-489,080.36	29.34%
600 · DIRECT WATER EXPENSES				
610 · Chemicals and Filters				
610.01 · Chemicals	17,105.44	80,000.00	-62,894.56	21.38%
610.02 · Miex Resin	-175.00	18,000.00	-18,175.00	-0.97%
Total 610 · Chemicals and Filters	16,930.44	98,000.00	-81,069.56	17.28%
620 - Laboratory				
620.01 · In House Lab	1,419.59	5,000.00	-3,580.41	28.39%
620.02 · Outside Lab	-995.00	9,000.00	-9,995.00	-11.06%
Total 620 - Laboratory	424.59	14,000.00	-13,575.41	3.03%
630 - Regulatory				
630.01 · Permits	0.00	1,000.00	-1,000.00	0.0%
Total 630 - Regulatory	0.00	1,000.00	-1,000.00	0.0%
640 · Repairs and Maintenance				
640.01 · Piping and Distribution	3,578.19	15,000.00	-11,421.81	23.86%
640.02 · Equipment	685.95	20,000.00	-19,314.05	3.43%
640.03 · Building & Grounds	1,025.53	2,000.00	-974.47	51.28%
640.04 · Water Tower Maintenance	4,674.50	16,000.00	-11,325.50	29.22%
640.05 · Generators Annual Mainte	1,438.70	2,250.00	-811.30	63.94%

Cedar Key Water & Sewer District 2019&2020 Profit & Loss Budget vs. Actual October 2021 through September 2022

	Oct '21 - Sep 22	Budget	\$ Over Budget	% of Budget
Total 640 · Repairs and Maintenance	11,402.87	55,250.00	-43,847.13	20.64%
650 · Utilities				
650.01 · Electric	3,681.33	21,000.00	-17,318.67	17.53%
650.02 · Propane	0.00	700.00	-700.00	0.0%
650.03 · Telephone	-50.61	3,000.00	-3,050.61	-1.69%
Total 650 · Utilities	3,630.72	24,700.00	-21,069.28	14.7%
660 · Other				
660.01 · Professional Fees	0.00	5,000.00	-5,000.00	0.0%
660.20 · Contingency	0.00	3,500.00	-3,500.00	0.0%
Total 660 · Other	0.00	8,500.00	-8,500.00	0.0%
670 · Capital Expenditures				
670.02 Water Plant Construction	1,425.00	67,000.00	-65,575.00	2.13%
Total 670 · Capital Expenditures	1,425.00	67,000.00	-65,575.00	2.13%
680 · Loans				
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%
Total 680 · Loans	0.00	48,058.00	-48,058.00	0.0%
Total 600 · DIRECT WATER EXPENSES	33,813.62	316,508.00	-282,694.38	10.68%
700 · DIRECT WASTEWATER EXPENSES				
710 · Chemicals and Filters				
710.01 · Chemicals	5,197.19	30,000.00	-24,802.81	17.32%
Total 710 · Chemicals and Filters	5,197.19	30,000.00	-24,802.81	17.32%
720 · Laboratory				
720.01 · In House Lab	86.63	3,000.00	-2,913.37	2.89%
720.02 · Outside Lab	3,346.24	15,000.00	-11,653.76	22.31%
Total 720 · Laboratory	3,432.87	18,000.00	-14,567.13	19.07%
730 · Regulatory				
730.01 · Permits	200.00	2,000.00	-1,800.00	10.0%
730.02 · Biosolids Hauling	12,780.00	60,000.00	-47,220.00	21.3%
Total 730 · Regulatory	12,980.00	62,000.00	-49,020.00	20.94%
740 · Repairs Maintenance Other				
740.01 · Piping & Distribution	5,010.96	7,500.00	-2,489.04	66.81%
740.02 · Equipment	908.21	14,350.00	-13,441.79	6.33%
740.03 · Building and Grounds	9,965.16	85,000.00	-75,034.84	11.72%
740.04 · Generator-Annual Maintenance	0.00	1,500.00	-1,500.00	0.0%
Total 740 · Repairs Maintenance Other	15,884.33	108,350.00	-92,465.67	14.66%
750 · Utilities				
750.01 · Electric	4,614.24	29,002.00	-24,387.76	15.91%
750.02 · Propane	0.00	1,000.00	-1,000.00	0.0%
Total 750 · Utilities	4,614.24	30,002.00	-25,387.76	15.38%
760 · Other				
760.01 · Professional Fees -WWTP Permit	1,612.00	5,000.00	-3,388.00	32.24%
760.02 · Contingency	0.00	3,500.00	-3,500.00	0.0%
Total 760 · Other	1,612.00	8,500.00	-6,888.00	18.97%

Cedar Key Water & Sewer District
2019&2020 Profit & Loss Budget vs. Actual
 October 2021 through September 2022

	Oct '21 - Sep 22	Budget	\$ Over Budget	% of Budget
770 · Capital Expenditures				
770.01 · Bridge 1,2,3 Drills	0.00	0.00	0.00	0.0%
Total 770 · Capital Expenditures	0.00	0.00	0.00	0.0%
Total 700 · DIRECT WASTEWATER EXPENSES	43,720.63	256,852.00	-213,131.37	17.02%
Total Expense	280,563.89	1,265,470.00	-984,906.11	22.17%
Net Ordinary Income	90,368.84	0.00	90,368.84	100.0%
Net Income	90,368.84	0.00	90,368.84	100.0%

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

Date	Num	Name	Memo	Amount
Unrestricted Cash Funds				
100 - Operating Account				
12/01/21	30480	US Postmaster	787 pieces @ \$.40 = \$314.80	-314.80
12/01/21	30481	FloridaDepartment ...	Special District Annual Fee	-175.00
12/01/21	30482	IXOM Watercare, Inc.	Invoice No: 6444016 10/25/2021	-3,500.00
12/01/21	30483	Konica Minolta Busi...	VOID: Invoice No: 276346223 12/2...	0.00
12/01/21	30484	Beauchamp & Edw...	Invoice # 18350 10/21	-1,600.00
12/01/21	30485	FEL-OCALA, FL W...	Invoice #1920099 & #1927174 10/21	-1,404.78
12/01/21	30486	Ellis Automated Cor...	Invoice No: 2697	-105.00
12/01/21	30487	USA Blue Book	Invoice No: 609105 6/09/21	-1,298.96
12/01/21	30489	US Postmaster	Box Rent	-130.00
12/01/21		Deposit	Deposit	199.60
12/02/21	30490	Quinn, William M.	Pay Check	-1,018.50
12/02/21	Bankdraft	Blue Cross Blue Shi...	Group:90866 754647199 12/2021	-5,463.09
12/02/21	30491	Grainger Parts	Invoice No 9105411970, 9061237658,...	-560.38
12/02/21	30492	NAPA Gulf Coast P...	Acct #1999	-159.42
12/02/21	30493	Gator Works Comp...	Invoice NO: 21-24296 11/24/2021	-116.00
12/02/21	30494	Barney's Pumps, Inc.	7.5HP 230V 3PH 7.88in Hydromatic S...	-8,284.00
12/02/21	30495	Quill Corporation	Invoice #20763196 Acct #3406032	-61.98
12/02/21	30496	Aqua Pure Water & ...	Invoice No: 85181 11/21	-414.00
12/02/21	30497	AT & T MOBILITY	Invoice No: 287283253088 Tablet	-23.50
12/02/21	30498	Beauchamp & Edw...	Invoice # 18482 10/21	-2,400.00
12/02/21	30499	WiFiFiber	Inter Net Invoice No: 17580 12/21	-105.00
12/02/21	30500	Ellis Automated Cor...	Invoice No: 2693 & 2713	-466.35
12/02/21	30501	A-Able Septic-Sewe...	Invoice NO: 52562 11/29/21	-2,550.00
12/02/21	30502	Marina Hardware At...	Invoice No & Account No: 220 11/2021	-262.61
12/02/21	30503	Chiefland Farm Sup...	Light Fixtures	-138.12
12/02/21	30504	Hach Company	Invoice NO: 12725508, 12682181, 12...	-1,835.83
12/02/21	30505	Hawkins, Inc.d/b/a ...	Invoice No: 6071445, 6071432, 66064...	-8,087.92
12/02/21		Deposit	Deposit	54.72
12/03/21		Johns, Alicia M.	Pay Check	-490.04
12/03/21	30506	Doty, Gabriel T	Pay Check	-661.19
12/03/21	30507	McCain, James E.	Pay Check	-878.19
12/03/21	30508	Richburg, Margaret A.	Pay Check	-616.72
12/03/21	30509	FL DEP Bureau of ...	Invoice # 31788	-200.00
12/03/21	30510	VISA	Invoice No 9274	-1,377.43
12/03/21		Deposit	Deposit	225.00
12/03/21		Deposit	Deposit	1,897.48
12/03/21		Deposit	Deposit	150.00
12/03/21	Bankdraft	EFTPS	59-1156008	-1,208.94
12/03/21		Deposit	Deposit	75.03
12/04/21		Deposit	Deposit	135.94
12/05/21		Deposit	Deposit	53.83
12/07/21	30511	Margaret Ann Richb...	Reimbursement Request mileage to ...	-84.68
12/07/21		Deposit	Deposit	58.49
12/08/21	30512	Doty, Gabriel T	Pay Check	-882.21
12/08/21	30513	Wisdom, Thomas C.	Reimbursement Request mileage	-106.72
12/08/21		Deposit	Deposit	8,330.57
12/08/21		Deposit	Deposit	126.97
12/09/21		Deposit	Deposit	61.33
12/10/21	30514	Egis Insurance Advi...	Invoice No: Policy # 100121692 10/0...	-12,000.00
12/10/21	30515	Johns, Alicia M.	Pay Check	-563.17
12/10/21	30516	McCain, James E.	Pay Check	-878.19
12/10/21	30517	Quinn, William M.	Pay Check	-779.99
12/10/21	30518	Richburg, Margaret A.	Pay Check	-616.72
12/10/21	30519	Wisdom, Thomas C.	Pay Check	-2,090.35
12/10/21	30520	John K. McPherson...	Management, Invoice No: 35 11/2021	-1,500.00
12/10/21		Deposit	Deposit	6,806.51
12/10/21		Deposit	Deposit	67.45
12/10/21		Deposit	Deposit	918.00
12/10/21	30521	DAVISVISION	90866	-106.59
12/10/21	30522	AFLAC	ATF27	-1,156.48
12/10/21	30523	Transamerica Empl...	33859	-56.08
12/10/21	Bankdraft	EFTPS	59-1156008	-2,025.14
12/11/21		Deposit	Deposit	53.09
12/13/21		Deposit	Deposit	98,262.78
12/13/21		Deposit	Deposit Wifiber	150.00
12/13/21	30524	Haldeman, Hattie B.	Pay Check	-369.40

Cedar Key Water & Sewer District

Monthly Checkbook Activity

As of December 31, 2021

Date	Num	Name	Memo	Amount
12/13/21	30525	Hand, Joseph G.	Pay Check	-369.40
12/13/21	30526	Lauer, Tabitha	Pay Check	-369.40
12/13/21	30527	Rosenthal, Stephen...	Pay Check	-369.40
12/13/21	30528	Sturmer, Leslie N.	Pay Check	-369.40
12/13/21		Deposit	Deposit	57.99
12/14/21	Bankdraft	FMP,TF Pension S...	Retirement November 2021	-3,660.75
12/14/21	30529	Central FL Electric	Electric Bills 11/2021	-4,110.38
12/15/21	30530	Doty, Gabriel T	Pay Check	-578.98
12/15/21		Deposit	Deposit	59.93
12/16/21	30531	Quinn, William M.	Pay Check	-922.49
12/16/21	30532	Wisdom, Thomas C.	Reimbursement Request mileage	-169.94
12/16/21	30533	A-Able Septic-Sewe...	Invoice NO: 52671 12/08/2021	-3,940.00
12/16/21	30534	America Water Wor...	Invoice No: 00869314 01/11/22	-406.00
12/16/21	30535	Aqua Pure Water & ...	Invoice No: 85237 11/2021	-2,534.00
12/16/21	30536	AT&T # 1		-425.08
12/16/21	30537	AT & T # 2	Account No: 352-543-6405 937 1988	-63.28
12/16/21	30538	Cedar Key Auto Care	Invoice No: 55899	-135.46
12/16/21	30539	Custom Pump & Co...	Invoice No: 40515 12/08/21	-3,198.00
12/16/21	30540	Hawkins, Inc.d/b/a ...	Invoice No: 6083148	-4,010.41
12/16/21	30541	Konica Minolta Busi...	Invoice No: 276883683 01/14/2022	-85.82
12/16/21	30542	NAPA Gulf Coast P...	Acct #1999	-1,693.39
12/16/21	30543	VISA	Invoice No 18586	-468.09
12/16/21	30544	Verizon Wireless # 1	Invoice No: Acct.9893524144 12/1...	-98.34
12/16/21	30545	Verizon # 2	Invoice NoAcct.842009805-00001	-108.93
12/16/21	30546	WiFiber	Inter Net Invoice No: 17580 12/21	-105.00
12/16/21		Deposit	Deposit	4,091.80
12/16/21		Deposit	Deposit	80.65
12/17/21	30547	Johns, Alicia M.	Pay Check	-490.04
12/17/21	30548	McCain, James E.	Pay Check	-1,038.44
12/17/21	30549	Richburg, Margaret A.	Pay Check	-616.72
12/17/21	Bankdraft	EFTPS	59-1156008	-1,491.00
12/17/21		Deposit	Deposit	1,406.87
12/21/21	30550	Margaret Ann Richb...		-154.28
12/21/21	Bankdraft	Wex Bank Maratho...	Invoice No: 76408415 11/2021	-932.09
12/21/21		Deposit	Deposit	124.16
12/22/21	30551	Doty, Gabriel T	Pay Check	-770.78
12/22/21	30552	Johns, Alicia M.	Pay Check	-490.05
12/22/21	30554	Quinn, William M.	Pay Check	-684.99
12/22/21	30553	McCain, James E.	Pay Check	-1,353.91
12/22/21	30555	Richburg, Margaret A.	Pay Check	-616.72
12/22/21	30556	Wisdom, Thomas C.	Pay Check	-2,090.35
12/22/21	Bankdraft	EFTPS	59-1156008	-2,071.62
12/22/21		Deposit	Deposit	9,972.98
12/27/21		Deposit	Deposit	113.96
12/27/21		Deposit	Deposit	150.00
12/27/21		Deposit	Out Door Grease	115.30
12/28/21		Johns, Alicia M.	Pay Check	-490.04
12/29/21	30558	Best Water Solutions	Invoicw No: 38284734 10/1582021	-90.59
12/29/21	30559	Florida Department ...	Certiricate NO: 48-8012445825-3 07/...	-158.40
12/29/21	Bankdraft	City Of Cedar Key	Solid Waste	-141.19
12/29/21	30560	AFLAC	ATF27	-1,445.60
12/29/21	30561	Doty, Gabriel T	Pay Check	-888.06
12/29/21	30562	Transamerica Empl...	33859	-56.08
12/29/21	30563	Transamerica Empl...	33859	-14.02
12/29/21	30564	US Postmaster	806 pc @.40 ea = 322.40	-322.40
12/29/21		Deposit	Deposit	38,193.16
12/29/21		Deposit	Deposit	5,399.95
12/29/21		Deposit	Deposit	952.50
12/29/21		Deposit	Deposit	61.43
12/29/21		Deposit	Deposit	766.82
12/29/21	Bankdraft	Transfer		-38,562.50
12/30/21	30565	McCain, James E.	Pay Check	-918.24
12/30/21	30566	Quinn, William M.	Pay Check	-906.66
12/30/21	30567	Richburg, Margaret A.	Pay Check	-616.73
12/30/21	Bankdraft	EFTPS	59-1156008	-1,235.00
12/30/21	30568	AT & T MOBILITY	Invoice No: 287283253088 Tablet	-238.30
12/30/21	30569	CLOUD CONTROL ...	Cell Modem	-450.00
12/30/21	30570	Gator Works Comp...	Invoice NO: 21-24373 12/24/2021	-116.00

2:54 PM

01/04/22

Accrual Basis

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

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
12/30/21	30571	Grainger Parts	Invoice No: 9150995513 12/14/21	-36.02
12/30/21	30572	Hach Company	Invoice NO: 12790516 12/13/21	-173.26
12/30/21	30573	Hawkins, Inc.d/b/a ...	Invoice No: 6080978 11/23/21	-177.00
Total 100 - Operating Account				<u>22,021.80</u>
Total Unrestricted Cash Funds				<u>22,021.80</u>
TOTAL				<u>22,021.80</u>

Cedar Key Water and Sewer District Penalty Register

Detailed

For charges due before 12/29/2021 Account Balance as of 12/29/2021 Disconnect Date 01/14/2022

Sorted by: Route + Reading Sequence

Location No Service	Account No Code	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
46001	46001	CARL ZEIGLER	12212 FRANKO CIRCLE					
WATER	P1			19125714	57.20	20.00	0.00	77.20
SEWER					54.58	0.00	0.00	54.58
		CARL ZEIGLER	Total		111.78	20.00	0.00	131.78
81001	81001	W.E. KNIGHT	12406 SR 24					
WATER	P1			14346305	116.40	20.00	0.00	136.40
SEWER					90.23	0.00	0.00	90.23
		W.E. KNIGHT	Total		206.63	20.00	0.00	226.63
1051001	1051001	WILL KNIGHT	12406 SR 24					
WATER	P1			18258673	77.99	20.00	0.00	97.99
		WILL KNIGHT	Total		77.99	20.00	0.00	97.99
87001	87001	LYNN RENFROE	12502 SR 24					
WATER	P1			2100185283	53.72	20.00	0.00	73.72
SEWER					58.07	0.00	0.00	58.07
		LYNN RENFROE	Total		111.79	20.00	0.00	131.79
309001	309001	DAVID WEIBLE	16490 PARODA AVE.					
WATER	P1			17336210	93.41	20.00	0.00	113.41
SEWER					67.90	0.00	0.00	67.90
		DAVID WEIBLE	Total		161.31	20.00	0.00	181.31
474001	474001	CRAIG MCCALL	16691 ANNA ST.					
WATER	P1			19125725	59.46	20.00	0.00	79.46
SEWER					54.08	0.00	0.00	54.08
		CRAIG MCCALL	Total		113.54	20.00	0.00	133.54
767001	767001	DELL WEIBLE	8030 D ST -NICHOLAS					
WATER	P1			12943634	95.98	20.00	0.00	115.98
SEWER					70.16	0.00	0.00	70.16
		DELL WEIBLE	Total		166.14	20.00	0.00	186.14
782001	782001	JEFFERY WIGSTEN	697 1ST ST.					
WATER	P1			13658465	89.58	20.00	0.00	109.58
SEWER					64.70	0.00	0.00	64.70
		JEFFERY WIGSTEN	Total		154.28	20.00	0.00	174.28
817001	817001	NICOLE HARPER	633 4TH ST.					
WATER	P1			14280376	90.09	20.00	0.00	110.09
SEWER					86.18	0.00	0.00	86.18
		NICOLE HARPER	Total		176.27	20.00	0.00	196.27
983001	983001	SCOTT EMOND	681 6TH STREET					
WATER	P1			14015257	101.65	20.00	0.00	121.65
SEWER					94.61	0.00	0.00	94.61
		SCOTT EMOND	Total		196.26	20.00	0.00	216.26
923001	923001	TRACI ARGAVES	850 6TH ST.					
WATER	P1			14346512	90.04	20.00	0.00	110.04
SEWER					85.12	0.00	0.00	85.12
		TRACI ARGAVES	Total		175.16	20.00	0.00	195.16
Total Customers		11						
Prev. Balance		\$1651.15		Previously Posted		\$0.00		
Penalty		\$220.00		Penalty				
Total Tax		\$0.00						
Account Balance		\$1871.15						

Cedar Key Water & Sewer District
Paid Time Off List
December 31, 2021

<u>Employee</u>	<u>Sick Available</u>	<u>Sick Used</u>	<u>Vacation Available</u>	<u>Vacation Used</u>
Doty, Gabriel T	5:00	115:00	49:55	100:00
Johns, Alicia M.	42:27	78:00	66:19	171:00
McCain, James E.	1121:30	295:00	264:23	238:30
Quinn, William M.	267:00	119:00	135:03	122:00
Richburg, Margaret A.	4:00	102:00	98:20	93:00
Wisdom, Thomas C.	64:00	0:00	62:31	62:00

Adjusted Bill Calculation

Adjustment Information

Date Requested: 12/17/2021
 Month of Service: Oct-21
 Metered Usage: 17,550 Gal
 Am't Billed (W&S): \$288.51

Customer Name: Shelia Kanaby

Account No.: 308001

Service Address: 16491 Paroda Avenue

*Previous 12 Months

Average W&S Usage: 3,287 gallons/Month

Justification: Broken water line at the fish cleaning table on dock.

	Water	Sewer
Base Charges:	\$27.00	\$26.00

Water Usage

Gallons: **17,550**

0 to 3K @ \$2.71/K	\$8.13
3 to 6 K @ \$5.08/K	\$15.24
6 to 9 K @ \$7.16/K	\$21.48
9K+ @ \$9.27/K	\$79.26
Total:	\$151.11

Adjusted Sewer Usage

Gallons*: **3,287**

0 to 3K @ \$2.19/K	\$6.57
3 to 6 K @ \$4.44/K	\$1.27
6 to 9 K @ \$6.45/K	\$0.00
9K+ @ \$8.44/K	\$0.00
Total:	\$33.84

Adjusted Water and Sewer, Total: \$184.95

Usage Report

From: 11/01/2019 Through: 10/30/2021
 Sorted By: Account Number
 For 308001

Location No	Acct No.	Name	Service Address	Route	Meter No.	Change Out	Size	Service	Tran Date	Measure	Act Usage	Bill Usage	Adj Usage	Adj Amt	Charges	Prior Date	Prior Read	Current Date	Current Read	
308001	308001	SHEILA KANABY	16491 PARODA AVE.	09	14280827	5/8" METER	WATER	04/28/2021	Gallons	5930	5930	0	0.00	47.92	03/30/2021	20183	04/22/2021	20776		
					14280827	5/8" METER	WATER	05/28/2021	Gallons	1500	1500	0	0.00	29.87	04/22/2021	20776	05/19/2021	20926		
					14280827	5/8" METER	WATER	07/01/2021	Gallons	4530	4530	0	0.00	41.15	05/19/2021	20926	06/21/2021	21379		
					14280827	5/8" METER	WATER	07/30/2021	Gallons	4100	4100	0	0.00	39.06	06/21/2021	21379	07/21/2021	21789		
					14280827	5/8" METER	WATER	09/01/2021	Gallons	2310	2310	0	0.00	31.96	07/21/2021	21789	08/23/2021	22020		
					14280827	5/8" METER	WATER	09/30/2021	Gallons	1350	1350	0	0.00	29.48	08/23/2021	22020	09/22/2021	22155		
					14280827	5/8" METER	WATER	10/28/2021	Gallons	17550	17550	0	0.00	151.11	09/22/2021	22155	10/20/2021	23910		
Totals for Customer/Location/Service: 308001 / 308001 / WATER												37,270	0	0.00	370.55					

Grand Totals

WATER	Gallons	37270	37270	0	0.00	370.55	
Number of Accounts							1
Number of Locations							1
Account/Location Combinations							1

CEDAR KEY WATER AND SEWER DISTRICT

REQUEST FOR BILL ADJUSTMENT

Date: 12/17/2021

Name: Sheila Hamby


Name on Account if Different: 16491 Paroda Avenue

Physical Address of Account: 16491 Paroda

Description of water loss including dates over which loss occurred:

We discovered a broken line @ the
fish cleaning table + repaired it as
soon as we found it. not sure how
long the break had occurred

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


Signature

Submit:

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

Email: alicia@ckwater.org

Fax: 866-278-7502

Hand: 510 3rd Street, Cedar Key.

**Cedar Key Water and Sewer District
General Manager Report
January 10, 2022**

1. Water System

- We are looking at the cost of modernizing our current plant with our most vulnerable components being replaced.
- We be meeting with Mittauer in coming weeks to explore rehabilitation of our Excellator lime softening system
- We had a meeting on the 17th with Suwanee River Water Management. I have included their scope of need and feasibility study preparation.
- We will be testing next week in preparation for possibly our final Quarterly TTHM test and shifting back to yearly and possibly tri-annually.

2. Wastewater System

- We have been accepted for Legislative Budget requests to the House of Representatives as well as the Senate for funding for our lift station refurbishment. House Bill#HB9155 and Senate Bill#1586.
- We approached the City of Cedar Key about allocating part of the Covid-19 funds that they received, to our wastewater treatment plant rehabilitation project (\$85,000.00).
- CROM. Who did our first tank repair was here last week and got numbers together for the next repair. That is attached.

3. Covid-19

No testing these past weeks. Vaccines are available for essential workers, and our employees are being urged to get them.

- 4.** Christmas party for the Water District was held December 19th at 4:30PM with a good time had and good attendance.

Cedar Key – Bronson – Otter Creek Regional Alternative Water Supply Feasibility Study

TWA scope

The DISTRICT is working with the Florida Department of Environmental Protection (FDEP) to evaluate the feasibility of implementing regional wastewater treatment projects, water supply planning, developing alternative water supply (AWS) opportunities, and increasing beneficial aquifer recharge to improve natural systems and to meet human needs. It is envisioned that this project will consist of multiple phases that begin at a high-level of analysis with increasing levels of refinement in subsequent phases. The DISTRICT has requested that TBD (CONTRACTOR) provide the study for this project.

Area of study

- Levy County to include, but not restricted to, the communities of Bronson, Cedar Key and Otter Creek and adjacent rural areas.
- Within the boundaries of the District and within the Waccasassa Surface Water Basin,

Purpose of Study

- The above communities have discussed cooperating to implement a project to address potable water quality issues and beneficial use of wastewater on a regional basis. This may result in forming or joining a Regional Water Authority to facilitate future projects to address these concerns.
- Identify and evaluate potential projects to provide water supply to the communities and beneficial disposal of wastewater effluent.

Concerns to be addressed in Cedar Key

- Cedar Key residents have identified concerns with water quality including cloudiness, taste, and odor.
- Cedar Key uses potable wells 4 and 5, with placement continually moving inward. Well 3 is not treatable, wells 1 and 2 are obsolete.
- Sea level rise and saltwater intrusion are concerns.
- Existing water treatment plant has reached end of life cycle and needs replacement.
- Current treatment is a multi-step process resulting in generation of by-products that require disposal
- Current population is 700 residents with 1,300 tourist-based visitors on a typical weekend.
- Protection of shellfish industry is crucial for economic stability
- Cedar Key is a geologic discharge area, current wastewater disposal is absorption field with residual disposal removal.
- Current fire protection inadequate
- Wastewater permit is 0.18 gpd, average is 0.097

- Water plant permit is 360,000 gpd, average is 142,000 gpd

Concerns to be addressed for Otter Creek

- Residents identified concerns with water quality including cloudiness, color, taste and odor.
- Water plant serves 140 residents with 70 residential meter connections
- Water Permit capacity is 108,000 gpd – average is 12,000 more or less

Concerns for Bronson

- Bronson has good quality water with minimal treatment requirements.
- Water plant permit is 864,000 gpd – average in Oct 2021 was 180,000 gpd.
- WWTF permit is 0.083 mgd – average 0.037 mgd – TN 2.76 (per Oct 2020 MOR), land disposal of effluent.
- Address growth responsibly
- Provide better water to neighboring communities of Cedar Key and Otter Creek.
- Assist with beneficial reuse of wastewater to include offset of groundwater pumping.

Concerns for Levy County

- Future connectivity for residents in rural portions of the area.

The objectives include:

- Evaluate feasibility of Bronson water plant expansion to serve Cedar Key and Otter Creek along the SR 24 right of way with 12" line. With potential service to rural communities along the way.
- Evaluate return of wastewater from Cedar Key and/or Otter Creek to Bronson WWTF.
- Evaluate treated effluent disposal to offset groundwater pumping in agricultural or industrial use.
- Evaluating existing treatment facilities and service areas to examine regional project potential, including consideration of identified future growth plans/needs.
- Identifying regional AWS opportunities.
- Summarizing all findings in a technical report.
- Benefits of creating a local water authority or joining with NCRWA?

Supporting information from communities to include but not limited to:

- Potable water Monthly Operating Reports
- Wastewater Discharge Monitoring Reports
- Projected growth and current population
- Comprehensive Plan
- Water Audits if available

MITTAUER & ASSOCIATES, INC.
CONSULTING ENGINEERS
580-1 WELLS ROAD
ORANGE PARK, FL 32073
TEL: (904) 278-0030
FAX: (904) 278-0840

Subject: Cost Estimate for WM Ext to CKWSD WTP
Project: RD/SRF WTP
Client: Cedar Key Water & Sewer District
Job No.: 0605-18-1 Sht.: 1
Prepared By: TPN 12/13/2021

OPINION OF PROBABLE PROJECT COST

BASIS FOR ESTIMATE: PRE-DESIGN STUDY, PRELIMINARY DESIGN, FINAL DESIGN, BID

Item No.	Item Description	Estimated Quantity	Unit	Unit Price	Estimated Cost
1	Mobilization & General Conditions (5%)	1	LS	\$1,072,000	\$1,072,000
2	New 550 gpm Well & Pump at Bronson	3	each	\$400,000	\$1,200,000
3	6,000 Hydropneumatic Tanks at Bronson	2	each	\$75,000	\$150,000
4	Dedicated Chlorination Facilities at Bronson	1	LS	\$100,000	\$100,000
5	Electrical, Controls, and Generator at Bronson	1	LS	\$250,000	\$250,000
6	Well Piping at Bronson	1	LS	\$150,000	\$150,000
7	12" PVC Water Main from Bronson WTP to Otter Creek (Conventional Install)	53,000	LF	\$75	\$3,975,000
8	12" PVC Water Main from Bronson WTP to Otter Creek (Directional Drill)	18,000	LF	\$125	\$2,250,000
9	Ductile Iron Fittings	12,000	lbs	\$8	\$96,000
10	12" Gate Valves & Boxes	60	each	\$3,000	\$180,000
11	Air Release Valve Assemblies	35	each	\$8,000	\$280,000
12	Restoration	53,000	LF	\$10	\$530,000
13	8" Water Main to Otter Creek WTP (Conventional Install)	1,000	LF	\$60	\$60,000
14	8" Water Main to Otter Creek WTP (Directional Drill)	500	LF	\$100	\$50,000
15	Ductile Iron Fittings	2,000	lbs	\$8	\$16,000
16	8" Gate Valves & Boxes	1	each	\$2,000	\$2,000
17	Air Release Valve Assemblies	1	each	\$8,000	\$8,000
18	Restoration	1,000	LF	\$10	\$10,000
19	Meter Assembly and Pressure Sustaining Valve at Otter Creek WTP	1	LS	\$70,000	\$70,000
20	12" PVC Water Main from Otter Creek to Rosewood (Conventional Install)	32,000	LF	\$75	\$2,400,000
21	12" PVC Water Main from Otter Creek to Rosewood (Directional Drill)	31,000	LF	\$125	\$3,875,000
22	Ductile Iron Fittings	10,000	lbs	\$8	\$80,000
23	12" Gate Valves & Boxes	52	each	\$3,000	\$156,000
24	Air Release Valve Assemblies	26	each	\$8,000	\$208,000
25	Restoration	32,000	LF	\$8	\$256,000
26	Booster Pump Station, Meter Assembly, and Rechlorination Facilities at Rosewood	1	LS	\$500,000	\$500,000
27	12" PVC Water Main from Rosewood to CKWSD Wellfield Site (Conventional Install)	18,000	LF	\$75	\$1,350,000
28	12" PVC Water Main from Rosewood to CKWSD Wellfield Site	2,000	LF	\$125	\$250,000
29	Ductile Iron Fittings	5,000	lbs	\$8	\$40,000
30	12" Gate Valves & Boxes	17	each	\$3,000	\$51,000
31	Air Release Valve Assemblies	10	each	\$8,000	\$80,000
32	Restoration	18,000	LF	\$8	\$144,000

33	Meter Assembly and Pressure Sustaining Valve at CKWSD Wellfield Site	1	LS	\$80,000	\$80,000
34	50,000 Gallon Ground Storage Tank At CKWSD Wellfield Site	1	LS	\$250,000	\$250,000
35	Rechlorination Facilities at CKWSD Wellfield Site	1	LS	\$75,000	\$75,000
36	Two 250 gpm High Service Pumps with VFDs at CKWSD Wellfield Site	1	LS	\$150,000	\$150,000
37	Electrical/Controls and Generator at CKWSD Wellfield Site	1	LS	\$200,000	\$200,000
38	10" PVC Water Main from Cedar Key Wellfield Site to CKWSD WTP Site	12,000	LF	\$70	\$840,000
39	10" PVC Water Main from Cedar Key Wellfield Site to CKWSD WTP Site	2,000	LF	\$110	\$220,000
40	Ductile Iron Fittings	4,000	lbs	\$8	\$32,000
41	10" Gate Valves & Boxes	12	each	\$2,500	\$30,000
42	Air Release Valve Assemblies	10	each	\$8,000	\$80,000
43	Restoration	12,000	LF	\$8	\$96,000
TOTAL ESTIMATED CONSTRUCTION =					\$21,434,000
1	ADMINISTRATIVE & LEGAL EXPENSES				\$214,000
a	RD Administrative Fees		N/A	\$0	
b	Legal Services Agreement (1% of Development Cost)			\$214,340	
2	ARCHITECTURAL AND ENGINEERING FEES				\$2,461,000
a	Basic Engineering Services- Table I / Table II (2009)		6.78%	\$1,453,000	
b	Preliminary Engineering Report (PER)			\$50,000	
c	Environmental Report (ER)			\$20,000	
d	Additional Engineering Services			\$938,000	
	Topographic Surveying			\$675,000	
	Prepare Permit Applications			\$30,000	
	Geotechnical Work			\$50,000	
	Jurisdictional Survey			N/A	
	Property Boundary Survey			N/A	
	O&M Manuals			\$15,000	
	Startup Services			\$15,000	
	Archaeological Monitoring and/or Subsurface Testing Plan			\$10,000	
	Previously Unbilled Pilot Testing and Preliminary Design (\$283,373 - \$140,250)			\$143,000	
5	OTHER ARCHITECTURAL AND ENGINEERING FEES			N/A	\$0
6	PROJECT INSPECTION FEES				\$374,400
a	Resident Observation- (104 weeks @ \$3,600/wk)			\$374,400	
7	SITE WORK (only used if direct contracted)			N/A	\$0
8	DEMOLITION AND REMOVAL (only used if direct contracted)			N/A	\$0
9	CONSTRUCTION				\$21,434,000
10	EQUIPMENT (only used if direct purchased)			N/A	\$0
11	MISCELLANEOUS				\$496,000
a	Interest (Interim Financing: I= 3%, 9 months)			\$480,000	
b	Fiscal Agent Fees (assistance with interim financing)			\$10,000	
c	Public Notice Ads, Regulatory Agency Permit Fees			\$6,000	
12	CONTINGENCIES (10% of Construction Cost)			10%	\$2,143,400
13	TOTAL PROJECT COST				\$27,122,800



The Florida Senate

Local Funding Initiative Request

Fiscal Year 2022-2023

LFIR # 1586

1. **Project Title** Cedar Key Lift Station Rehabilitation

2. **Senate Sponsor** Jennifer Bradley

3. **Date of Request** 11/28/2021

4. Project/Program Description

The City of Cedar Key has 17 lift stations that were put into service in 1984. 5 of these lift stations are considered in a critical state due to their locations and elevations. During heavy rainfall events, these 5 lift stations become submerged and are at risk. The purpose of this project is to rehabilitate these 5 lift stations by replacing the pumps, providing water tight seals, and raising the control panels to an elevation that will not be flooded during these events.

5. **State Agency to receive requested funds** Department of Environmental Protection

State Agency contacted? No

6. Amount of the Nonrecurring Request for Fiscal Year 2022-2023

Type of Funding	Amount
Operations	0
Fixed Capital Outlay	2,500,000
Total State Funds Requested	2,500,000

7. Total Project Cost for Fiscal Year 2022-2023 (including matching funds available for this project)

Type of Funding	Amount	Percentage
Total State Funds Requested (from question #6)	2,500,000	100%
Matching Funds		
Federal	0	0%
State (excluding the amount of this request)	0	0%
Local	0	0%
Other	0	0%
Total Project Costs for Fiscal Year 2022-2023	2,500,000	100%

8. **Has this project previously received state funding?** No

Fiscal Year (yyyy-yy)	Amount		Specific Appropriation #	Vetoed
	Recurring	Nonrecurring		

9. **Is future funding likely to be requested?** No

a. **If yes, indicate nonrecurring amount per year.**

b. **Describe the source of funding that can be used in lieu of state funding.**

10. **Has the entity requesting this project received any federal assistance related to the COVID-19 pandemic?**

No

If yes, indicate the amount of funds received and what the funds were used for.



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11. Details on how the requested state funds will be expended

Spending Category	Description	Amount
Administrative Costs:		
Executive Director/Project Head Salary and Benefits		0
Other Salary and Benefits		0
Expense/Equipment/Travel/Supplies/Other		0
Consultants/Contracted Services/Study		0
Operational Costs: Other		
Salary and Benefits		0
Expense/Equipment/Travel/Supplies/Other		0
Consultants/Contracted Services/Study		0
Fixed Capital Construction/Major Renovation:		
Construction/Renovation/Land/Planning Engineering	Engineering, Construction and Construction Engineering Inspection for the rehabilitation of 5 Sanitary Sewer Lift Stations	2,500,000
Total State Funds Requested (must equal total from question #6)		2,500,000

12. Program Performance

a. What specific purpose or goal will be achieved by the funds requested?

During heavy rainfall events, these 5 lift stations become submerged and are at risk. The purpose of this project is to rehabilitate these 5 lift stations by replacing the pumps, providing water tight seals, and raising the control panels to an elevation that will not be flooded during these events. This project will contribute to the health and safety of citizens and also protect Cedar Key's largest industry, clamming. This project will greatly reduce the possibility of sewer leakage, which could shut down the clamming industry. The project will also protect Utility employees during heavy rainfall events.

b. What activities and services will be provided to meet the intended purpose of these funds?

Design and rehabilitation these 5 lift stations by replacing the pumps, providing water tight seals, and raising the control panels to an elevation that will not be flooded during these events.

c. What direct services will be provided to citizens by the appropriation project?

The rehabilitated lift stations will provide for a more efficient sewer system and will mitigate sewer issues for residents during heavy storm events.

d. Who is the target population served by this project? How many individuals are expected to be served?

The total Cedar Key population along with workers in the clamming industry.

Aproximately 1200 individuals.

e. What is the expected benefit or outcome of this project? What is the methodology by which this outcome will be measured?

Provide a safer and more efficient wastewater system that will be easier to maintain.

f. What are the suggested penalties that the contracting agency may consider in addition to its standard penalties for failing to meet deliverables or performance measures provided for the contract?



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Withholding of funds.

13. The owners of the facility to receive, directly or indirectly, any fixed capital outlay funding. Include the relationship between the owners of the facility and the entity.

N/A



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14. Requestor Contact Information

a. First Name Last Name

b. Organization

c. E-mail Address

d. Phone Number Ext.

15. Recipient Contact Information

a. Organization

b. Municipality and County

c. Organization Type

- For Profit Entity
- Non Profit 501(c)(3)
- Non Profit 501(c)(4)
- Local Entity
- University or College
- Other (please specify)

d. First Name Last Name

e. E-mail Address

f. Phone Number

16. Lobbyist Contact Information

a. Name

b. Firm Name

c. E-mail Address

d. Phone Number



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Please complete the questions below for Water Projects only.

17. Have you applied for alternative state funding?

- Waste Water Revolving Loan
- Drinking Water Revolving Loan
- Small Community Wastewater Treatment Grant
- Other (please specify)
- N/A

18. What is the population economic status?

- Financially Disadvantaged Community (ch. 62-552, F.A.C)
- Financially Disadvantaged Municipality (ch. 62-552, F.A.C)
- Rural Area of Economic Concern
- Rural Area of Opportunity (s. 288.0656, Florida Statutes)
- N/A

19. What is the status of construction?

Not started

20. What percentage of the construction has been completed?

0%

21. What is the estimated completion date of construction?

12/30/2023

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For projects meeting the definition of House Rule 5.14

1. Title of Project: Cedar Key Lift Station Rehabilitation
2. Date of Submission: 11/12/2021
3. House Member Sponsor: Joe Harding

4. Details of Amount Requested:

- a. Has funding been provided in a previous state budget for this activity? No
- b. What is the most recent fiscal year the project was funded?
- c. Were the funds provided in the most recent fiscal year subsequently vetoed?
- d. Complete the following Project Request Worksheet to develop your request.

FY:	Input Prior Year Appropriation for this project for FY 2021-22 (If appropriated in 2021-22 enter the appropriated amount, even if vetoed.)			Develop New Funds Request for FY 2022-23 (Requests for additional RECURRING funds are prohibited.)		
	A Prior Year Recurring Funds	B Prior Year Nonrecurring Funds	C Total Funds Appropriated	D Recurring Base Budget	E Additional Nonrecurring Request	F TOTAL Nonrecurring plus Recurring Base Funds
Column: Funds Description: Input Amounts:					2,500,000	2,500,000

e. Provide the total cost of the project for FY 2022-23 from all sources of funding (Enter "0" if amount is zero):

Type of Funding	Amount	Percent of Total	Are the other sources of funds guaranteed in writing?
1. Amount Requested from the State in this Appropriations Project Request	2,500,000	100.0%	N/A
2. Federal	0	0.0%	No
3. State (Excluding the requested Total Amount in #4d, Column F)	0	0.0%	No
4. Local	0	0.0%	No

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5. Other	0	0.0%	No
TOTAL	2,500,000	100%	

5. Is this a multi-year project requiring funding from the state for more than one year?

NO

6. Which is the most appropriate state agency to place an appropriation for the issue requested? Department of Environmental Protection

- a. Has the appropriate state agency for administering the funding, if the request were appropriated, been contacted? Yes
- b. Describe penalties for failing to meet deliverables or performance measures which the agency should provide in its contract to administer the funding if appropriated.
Withholding of funds.

7. Requester:

- a. Name: Chad Wisdom
- b. Organization: Cedar Key Water and Sewer District
- c. Email: Chad@ckwater.org
- d. Phone #: (352)543-5285

8. Contact for questions about specific technical or financial details about the project.

- a. Name: Chad Wisdom
- b. Organization: Cedar Key Water and Sewer District
- c. Email: Chad@ckwater.org
- d. Phone #: (352)543-5285

9. Registered lobbyist working to secure funding for this project.

- a. Name: None
- b. Firm: None
- c. Email:
- d. Phone #:

10. Organization or Name of entity receiving funds:

- a. Name: Cedar Key Water and Sewer District

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- b. County (County where funds are to be expended): Levy
 c. Service Area (Counties being served by the service(s) provided with funding): Levy

11. What type of organization is the entity that will receive the funds?

- For Profit
 Non Profit 501(c) (3)
 Non Profit 501(c) (4)
 Local Government
 University or College
 Other (Please describe)

12. What is the specific purpose or goal that will be achieved by the funds being requested?

Cedar Key has 17 lift stations that were put into service in 1984. 5 of these lift stations are in a critical state due to their locations and elevations. During heavy rainfall events, these 5 lift stations become submerged and are at risk for overflow into the surrounding waterways. The purpose of this project is to rehabilitate these 5 lift stations by replacing the pumps, providing water tight seals, and raising the control panels to an elevation that will not be flooded during these events.

13. Provide specific details on how funds will be spent. (Select all that apply)

Spending Category	Description	Amount Requested (Should equal 4d, Col. E) Enter "0" if request is zero for the category
Administrative Costs:		
<input type="checkbox"/> a. Executive Director/Project Head Salary and Benefits		
<input type="checkbox"/> b. Other Salary and Benefits		
<input type="checkbox"/> c. Expense/Equipment/Travel/Supplies/Other		
<input type="checkbox"/> d. Consultants/Contracted Services/Study		
Operational Costs:		

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<input type="checkbox"/> e. Salaries and Benefits		
<input type="checkbox"/> f. Expenses/Equipment/Travel/Supplies/Other		
<input type="checkbox"/> g. Consultants/Contracted Services/Study		
Fixed Capital Construction/Major Renovation:		
<input checked="" type="checkbox"/> h. Construction/Renovation/Land/Planning Engineering	The total cost is for Engineering, Construction and Construction Engineering Inspection.	2,500,000
TOTAL		2,500,000

14. For Fixed Capital Costs requested in Question 13, what type of ownership will the facility be under when complete?

- For Profit
- Non Profit 501(c) (3)
- Non Profit 501(c) (4)
- Local Government (e.g., police, fire or local government buildings, local roads, etc.)
- State agency owned facility (For example: college or university facility, buildings for public schools, roads in the state transportation system, etc.)
- Other (Please describe)

15. Is the project request an information technology project?

16. Is there any documented show of support for the requested project in the community including public hearings, letters of support, major organizational backing, or other expressions of support?

Yes

a. Please Describe:

Letters of support and backing by the City of Cedar Key Commissioners.

17. Has the need for the funds been documented by a study, completed by an independent 3rd party, for the area to be served?

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For projects meeting the definition of House Rule 5.14

Yes

a. Please Describe:

Baskerville Donovan, Inc. has completed a construction cost estimate for the project.

18. Will the requested funds be used directly for services to citizens?

19. What benefits or outcomes will be realized by the expenditure of funds requested? (Select each Benefit/Outcome that applies)

Benefit or Outcome	Provide a specific measure of the benefit or outcome	Describe the method for measuring level of benefit or outcome
<input checked="" type="checkbox"/> Improve physical health	Allow sewer systems to remain online during heavy storm events.	Resident complaints; repair incidents.
<input type="checkbox"/> Improve mental health		
<input type="checkbox"/> Enrich cultural experience		
<input type="checkbox"/> Improve agricultural production/promotion/education		
<input type="checkbox"/> Improve quality of education		
<input checked="" type="checkbox"/> Enhance/preserve/improve environmental or fish and wildlife quality	By rehabilitating the lift stations, the risk of overflow decreases exponentially. Clamming is the major industry on Cedar Key. Any sewer leakage to the Bay will severely impact the clamming industry until water quality standards have been re-established.	Water quality tests.

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Appropriations Project Request - Fiscal Year 2022-23
For projects meeting the definition of House Rule 5.14

	Protect the general public from harm (environmental, criminal, etc.)	By preventing any sewer leakage, the general public will be kept safe.	Resident complaints.
<input type="checkbox"/>	Improve transportation conditions		
<input type="checkbox"/>	Increase or improve economic activity		
<input type="checkbox"/>	Increase tourism		
<input type="checkbox"/>	Create specific immediate job opportunities		
<input type="checkbox"/>	Enhance specific individual's economic self sufficiency		
<input type="checkbox"/>	Reduce recidivism		
<input type="checkbox"/>	Reduce substance abuse		
<input type="checkbox"/>	Divert from Criminal/Juvenile justice system		
<input checked="" type="checkbox"/>	Improve wastewater management	By rehabilitating the lift stations, there will be a decrease in storm water intrusion into the sewer system. Also, by replacing the old pumps inside the lift stations, the entire system will operate more efficiently.	Wet-weather influent rates to the wastewater treatment plant.
<input type="checkbox"/>	Improve stormwater management		
<input type="checkbox"/>	Improve groundwater quality		
<input type="checkbox"/>	Improve drinking water quality		

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<input type="checkbox"/> Improve surface water quality		
<input type="checkbox"/> Other (Please describe):		

20. Have you applied for alternative state funding?
- a. Wastewater Revolving Loan
 - b. Drinking Water Revolving Loan
 - c. Small Community Wastewater Treatment Grant
 - d. Other (Please describe)
 - e. N/A
21. What is the population economic status?
- a. Financially Disadvantaged Municipality
 - b. Rural Area of Critical Economic Concern
 - c. Rural Community Experiencing Economic Distress
 - d. N/A
22. What is the status of construction?
- a. Ready
 - b. Not Ready
23. What percentage of construction has been completed?
- 0%
24. What is the estimated completion date of construction?
- 12/30/2023

December 4, 2022

Via Email: chad@ckwater.org

Chad Wisdom
Cedar Key Water and Sewer District
510 3rd Street, Cedar Key, Florida
Cedar Key, Florida

Subject: WO No. 3 – Aerobic Digester Interior Resurfacing and Coatings
Contract No. 21-050 – Continuing Services Agreement
CCR Job No. M001-R-CED

CROM Coatings and Restorations (CCR), a Division of CROM, LLC, proposes to perform the following work.

1. SERVICES TO BE FURNISHED BY CROM COATINGS AND RESTORATIONS

CCR proposes to furnish all supervision, labor, material, and equipment required to complete the work. The services to be furnished by CCR are specifically:

The following work is to be performed on the following tank:

- Aerobic Digester Interior
 - a. Mobilization.
 - b. Mechanically chip away **up to 150 SF** of damaged and delaminated concrete.
 - c. Repair damaged concrete **up to 150 SF** at a depth of 2-inches with Tnemec Series 217 (cementitious repair mortar).
 - d. Pressure wash **up to 5000 SF** of the aerobic digester interior concrete at a minimum 3500 psi removing dirt, oil, grease, and other contaminants from the substrate.
 - e. Apply **up 1000 SF** of Tnemec Series 218 (epoxy modified cementitious mortar) patching and filling bugholes in the concrete substrate.
 - f. Abrasive blast interior concrete surfaces **up to 5000 SF** mentioned above removing laitance and hardeners while providing a surface profile equal to an ICRI CSP 2-3 for the floor and an ICRI CSP 5 or greater on the wall, as per SSPC-13/NACE 6 standards.
 - g. Apply coats **up to 5000 SF** of Tnemec Series 22 (modified polyamine epoxy) to the above mentioned interior concrete surfaces per the manufacturer's recommendation.
- Optional Active Leak Injection
 - a. Pressure wash **up to 10 LF** of existing cracks at a minimum 3500-psi removing dirt, oil, grease, and other contaminants from inside the cracks.
 - b. Rout out existing cracks **up to 10 LF** by mechanical means, drill holes for injection ports every 12 inches, install injection ports every 12 inches and inject Sika HH Hydrophilic.

2. COMMENCEMENT AND COMPLETION

Upon your execution of this work order, CCR will be prepared to start work **30 days** after approval of our submittal information; and will undertake to furnish sufficient labor, materials, and equipment to complete this work within approximately **7 days** working time thereafter.

3. MATERIALS AND SERVICES FURNISHED BY CLIENT OR OTHERS

It is understood that the following services shall be provided by others without expense to CCR:

- a. Client will grant or obtain free access to the site for all equipment and personnel necessary for CCR to perform the work set forth in this Proposal. The Client will notify any and all processors of the project site that Client has granted CCR free access to the site. CCR will take reasonable precautions to minimize damage to the site, but it is understood by Client that, in the normal course of work, some damage may occur, and the correction of such damage is not part of this Agreement unless so specified in the Proposal.
- b. The Client is responsible for the accuracy of locations for all subterranean structures and utilities. CCR will take responsible precautions to avoid known subterranean structures, and the Client waives any claim against CCR, and agrees to defend, indemnify, and hold CCR harmless from any claim or liability for injury or loss, including costs to defend, arising from damage done to subterranean structures and utilities not identified or accurately located. In addition, Client agrees to compensate CCR for any time spent or expenses incurred by CCR in defense of any such claim with compensation to be based upon CCR's prevailing fee schedule and expense reimbursement policy.
- c. A continuous supply of potable water under minimum pressure for the use of the CCR crew within 100 feet of the tank site.
- d. A continuous supply of electricity during the period of work: one 100-AMP, 110/220-volt service for the operation of our power tools and accessories, located not more than 100 feet from the tank. Please be sure that all circuit breakers are ground-fault protected. If it is necessary for CCR to supply its own electric power, add \$500.00 per week to the contract amount.
- e. Any permit or other fees from any AHJ as may be required for the work including but not limited to all connect/disconnect, impact and building/construction fees.
- f. A suitable container conveniently located on site for the use of the CCR crew to dispose of construction debris generated during the repairs/modifications.
- g. Sanitary facilities for the CCR crew for the duration of the project.
- h. Drainage and disposal of the tank's contents.
- i. Disinfection and refilling of the tank's contents.
- j. Cleaning the interior and exterior of the tank and accessories.
- k. Complete lock-out and tag-out of the subject tank prior to personnel entering the tanks. The Client will be required to provide all materials for this process. The Client will be responsible for demonstrating to CCR that the lock-out procedure is complete and the tank is rendered "safe" before CCR will perform air quality testing to enter the tank.
- l. All professional engineering design services.
- m. Method A "X-Cut Tape Test", per ASTM D3359, shall be completed by a qualified coatings inspector or coatings manufacturer representative prior to application of new coating system. Results of this test must be 4A or greater. If the results of this test are less than a 4A, CCR and the Client will have to re-evaluate the proposed scope of work and pricing.

4. QUOTATION

We are prepared to carry out this work in accordance with the foregoing for the lump sum price of:

Description	Quantity of Units	Unit Type	Unit Rate	Subtotal	% Markup	Total
Mobilization	1	LS	\$500.00	\$500.00	NA	\$500.00
Crew Hours	87	HR	\$375.00	\$32,625.00	NA	\$32,625.00
Project Manager Hours	5	HR	\$160.00	\$800.00	NA	\$800.00
Materials + 15%						
Series 218 Mortarclad	15	GAL	\$90.40	\$1,356.00	\$203.40	\$1,559.40
Series 217	75	GAL	\$41.87	\$3,140.25	\$471.04	\$3,611.29
Series 22 Epoxoline	150	GAL	\$71.25	\$10,687.50	\$1,603.13	\$12,290.63
Black Beauty Blasting Media	200	BAG	\$22.00	\$4,400.00	\$660.00	\$5,060.00
Small Misc. Supplies (15% of Material Costs)	1	LS	\$2,937.56	\$2,937.56	\$440.63	\$3,378.20
Subcontractor/Equipment + 10%						
Scaffolding	2	WK	\$22.50	\$45.00	\$4.50	\$49.50
Pressure Washer	1	WK	\$240.00	\$240.00	\$24.00	\$264.00
Gas & Diesel	50	GAL	\$4.00	\$200.00	\$20.00	\$220.00
Sandblast Pot	1	WK	\$350.00	\$350.00	\$35.00	\$385.00
TOTAL						\$60,743.01

Optional Active Leak Injection:

\$150 per Linear Foot

5. DIFFERING CONDITIONS

CCR does not assume responsibility for differing, latent or concealed conditions, which differ materially from those indicated in the subcontract/Contract documents or from those ordinarily found to exist and not inherent in the Work, including but not limited to weather or subsurface conditions, and not caused by CCR's fault or negligence.

If you have any questions please contact us at (352) 372-3436.

Sincerely,

CROM COATINGS AND RESTORATIONS



Joe Johns
 Project Manager



Chris Mincey, P.E.
 Regional Manager

/tjs

ACCEPTED BY CLIENT

 PRINT: _____
 TITLE: _____
 DATE: _____