

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

**Minutes of Regular Meeting
Board of Commissioners
November 13, 2023**

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

Other Presents: Evan Rosenthal, Alicia Johns, James McCain, Doris Hellerman, Greg Lang, Mandy Offerle, Frank Offerle, Jerie Treat, Patty Jett, Jan Childers and Clay Childers.

1. Meeting called to order at 5:01 p.m. by Leslie Sturmer, Chair.
2. Pledge and Prayer.
3. Public Comment.
4. Adoption of Agenda. **Motion** by Stehen Rosenthal to approve tonight's agenda. **Second** by Joe hand. Passed by vote 4-0.
5. W3C Update. Joe Hand briefly discussed with the Board what had taken place at the October W3C meeting and let them know that the November Meeting will be held at the IFAS Building instead of the Cedar Key Water & Sewer District Office Board Room.
6. Approval of Board Meeting Minutes from the October 9, 2023, and October 24, 2023, Board Meeting. **Motion** by Stephen Rosenthal to approve the Board Meeting Minutes from all above-listed meetings. **Second** by Joe Hand. Passed by vote 4-0.
7. Financial Reports: Balance Sheet; Budget Report; Checkbook Activity; Past Due Accounts Report; Employee Leave. **Motion** by Stephen Rosenthal to approve the Financial Reports. **Second** by Michael Borelli. There were a few questions on the Financial Reports that were raised by the Board, James and Alicia let the Board know that one of them would get with Ann about their concerns and email them with the answers. Passed by vote 4-0.
8. Bill Adjustment Requests. No Bill Adjustments.
9. Commissioner Resignation and Discussion on Appointment Process. The Board discussed the appointment process and which Commissioners would be up for re-election in January. Alicia discussed with the Board some of the things she learned at this years Election Training. The Board decided to put out an Ad letting the public know that there was an available Commissioner Seat and that anyone wishing to apply would need to submit a resume to Alicia by the Decemeber 11, 2023 Board Meeting for discussion and approval. The Board also discussed who would take over as Chairperson until Ms. Haldeman's term was up in April. Commissioner Michael Borelli volunteered to be Chairperson starting at the January Board Meeting. Passed by vote 4-0.

10. Request for Qualifications (RFQ) for Engineering Service Related to Implementation of Repairs and Improvements to the CKWSD Water & Sewer System Necessitated Due to Damage Caused by Hurricane Idalia. Evan and the Board discussed the RFQ and what it entailed. After a lot of discussion between the Board, James, and Evan the Board voted to accept the RFQ. Evan let the Board know that he would get with Alicia so that she could get the newspaper ad out and put on the Districts website. The Board also approved moving the submission date for the Disaster Recovery Services RFQ to December 29, 2023, so that both RFQ's could be reviewed and discussed at the same date. Passed by vote 4-0.
11. Resolution Adopting Revised Purchasing Policy. Evan and the Board discussed the differences between the Districts current purchasing policy and the revised purchasing policy. After a lot of discussion the Board voted to accept the Revised Purchasing Policy. Passed by vote 4-0.
12. General Manager Application Discussion. The Board discussed all of the past applicants and what needed to be done moving forward with the new GM search. The Board went over the different things in the current GM Ad and discussed what they would like to keep and what needed to be deleted from the ad. The Board agreed to meet to go over the GM and Technician Job Description and where to look for the different salary ranges for each of the open positions that need to be filled.
13. General Manager Report. James and the Board discussed what has been going on with the Water & Sewer Plants. James reported to the Board on the progress with the Lift Station and Brick Grants. James discussed with the Board on his meeting with Signal regarding the District Office Restoration.
14. Attorney Report. No Attorney Report.
15. Commissioner Comments. No Commissioner Comments
16. Public Comment. No Public Comment
17. Adjournment: There being no more business to conduct, the meeting was adjourned at 7:10 p.m.

Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

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

**Minutes of Regular Meeting
Board of Commissioners
December 4, 2023**

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

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

1. Meeting called to order at 5:01 p.m. by Leslie Sturmer, Chair.
2. Pledge and Prayer.
3. Public Comment.
4. Adoption of Agenda. **Motion** by Stehen Rosenthal to approve tonight's agenda. **Second** by Joe hand. Passed by vote 4-0.
5. General Manger Ad Discussion. The Board discussed what needed to be add and what needed to be subtracted on the GM Job Description and finalized an GM Ad to be voted on at the next Board Meeting.
6. Technican Ad Discussion. James and the Board discussed the Technician Ad and what James wanted to change.
7. Commissioner Comments.
8. Public Comments.
9. Adjourn. Meeting Adjourned at 6:25 pm.

Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

Cedar Key Water & Sewer District Balance Sheet

As of November 30, 2023
 Nov 30, 23

ASSETS

Current Assets

Checking/Savings

Unrestricted Cash Funds

100 - Operating Account	128,118.70
102 Petty Cash	175.00
113.3 Unrestricted Savings	100,005.83

Total Unrestricted Cash Funds 228,299.53

Restricted Cash Funds

103.1 Security Deposit	14,601.02
114.00 RD Payment	822.50
114.02 RD RESERVE ACCOUNT	49,137.68

Total Restricted Cash Funds 64,561.20

Total Checking/Savings 292,860.73

Other Current Assets

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

Total Other Current Assets 214,493.24

Total Current Assets 507,353.97

Fixed Assets

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

Total Fixed Assets 4,553,628.54

Other Assets

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

Total 311 - Construction in Progress 166,250.00

Total Other Assets 166,391.19

TOTAL ASSETS 5,227,373.70

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Cedar Key Water & Sewer District Balance Sheet

As of November 30, 2023

Nov 30, 23

485 · Note Payable -RD - Current	20,000.00
403- Emplo Ret Con Payabale	-19.80
407-01 SS Tax Payable	640.66
408 - Sales Tax Payable	84.23
411 - Unearned Revenues	11,100.72
450 · Fed. Income Taxes Payable	-1,091.16
482 - Accrued Int Pay	2,307.53
483 · Accrued Compensated Absences	16,625.00
484 -Customer Deposits Payable	14,657.25
Total Other Current Liabilities	64,304.43
Total Current Liabilities	64,304.43
Long Term Liabilities	
460 · N/P-Rural Development	1,016,000.00
500 - Accrd Compen Absences-LT	13,946.00
Total Long Term Liabilities	1,029,946.00
Total Liabilities	1,094,250.43
Equity	
598 · Restricted for Debt Service	42,655.47
3900 · Retained Earnings	552,088.86
599 · Investment in Capital Assets -	3,663,878.54
Net Income	-125,499.60
Total Equity	4,133,123.27
TOTAL LIABILITIES & EQUITY	5,227,373.70

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

	<u>Oct - Nov 23</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
341 · City Portion of Leases	0.00	2,058.00	0.0%
300 - Income			
305 - Water Revenue	81,790.05	526,000.00	15.55%
310 - Sewer Revenues	93,912.29	442,000.00	21.25%
325 · Penalties	940.00	1,200.00	78.33%
330 - Earned Interest	267.71	1,150.00	23.28%
335 · New Meter Charges	780.00	1,200.00	65.0%
350 - Misc Income	0.00	1,600.00	0.0%
365. Meter Installation Fee	120.00	505.00	23.76%
383- DEP Sewer Grant	28,134.00		
300.00 · Income - Other	0.00	250.00	0.0%
Total 300 - Income	<u>205,944.05</u>	<u>973,905.00</u>	<u>21.15%</u>
Other Sources Of Income			
315 - Ad Valorem Tax			
315.100 · Ad Valorem	42.88	387,484.00	0.01%
Total 315 - Ad Valorem Tax	<u>42.88</u>	<u>387,484.00</u>	<u>0.01%</u>
331 · City Contribution	125.00		
340 · Rental Income	1,284.00	24,000.00	5.35%
370 · Service Charge New Connection	0.00	24,500.00	0.0%
333 · Other Miscellaneous	1,877.42	1,000.00	187.74%
Total Other Sources Of Income	<u>3,329.30</u>	<u>436,984.00</u>	<u>0.76%</u>
Total Income	<u>209,273.35</u>	<u>1,412,947.00</u>	<u>14.81%</u>
Gross Profit	209,273.35	1,412,947.00	14.81%
Expense			
500 · GENERAL AND ADMINISTRATIVE			
510 · Payroll			
510.01 · Salaries	52,340.60	312,500.00	16.75%
510.02 · Social Security/Medicare	3,929.05	24,000.00	16.37%
510.03 · Retirement	10,010.99	31,512.00	31.77%
510.04 · Health, Dental & Life Ins	11,663.37	76,373.00	15.27%
510.05 · Workers Comp.	4,287.66	8,500.00	50.44%
Total 510 · Payroll	<u>82,231.67</u>	<u>452,885.00</u>	<u>18.16%</u>
520 · Office			
520.01 · Supplies	511.35	3,000.00	17.05%
520.02 · Postage & Shipping	821.96	7,600.00	10.82%
520.03 · Copier, Computer, Billing, Etc.	2,909.52	5,000.00	58.19%
520.04 · Printing and Copying	19.99	1,500.00	1.33%
520.05 · Web Portal/E-Billing	0.00	250.00	0.0%
520.10 · Rents	921.31		
Total 520 · Office	<u>5,184.13</u>	<u>17,350.00</u>	<u>29.88%</u>
530 · Utilities			
530.01 · Fuel For Equipment	1,342.61	10,000.00	13.43%

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

	<u>Oct - Nov 23</u>	<u>Budget</u>	<u>% of Budget</u>
530.02 · Solid Waste Disposal	374.82	1,400.00	26.77%
530.03 · Telephone	4,158.31	10,500.00	39.6%
Total 530 · Utilities	5,875.74	21,900.00	26.83%
540 · Professional Fees			
540.01 · Audit & Accounting	0.00	34,000.00	0.0%
540.02 · Management/Legal	9,343.81	32,000.00	29.2%
540.03 · Property Appraiser's Fee	0.00	6,750.00	0.0%
540.05 · Tax Collector Fees	0.00	5,500.00	0.0%
Total 540 · Professional Fees	9,343.81	78,250.00	11.94%
550 - General Repair & Maint			
550.01 · Vehicle	459.80	3,000.00	15.33%
550.02 · Equipment and Tools	0.00	2,000.00	0.0%
550.03 · Building	62.06	500.00	12.41%
550.04 · Supplies	751.18	900.00	83.46%
Total 550 - General Repair & Maint	1,273.04	6,400.00	19.89%
560 · Other			
560.01 · Property/Liability Ins.	71,251.34	56,300.00	126.56%
560.03 · Continuing Education	100.00	2,500.00	4.0%
560.04 · Annual Fees & Dues	0.00	6,000.00	0.0%
560.05 · Ads and Publications	1,399.30	2,500.00	55.97%
560.06 · Miscellaneous	20,242.75	1,500.00	1,349.52%
560.07 · Contingency	7,868.30	125,322.00	6.28%
Total 560 · Other	100,861.69	194,122.00	51.96%
Total 500 · GENERAL AND ADMINISTRATIVE	204,770.08	770,907.00	26.56%
600 · DIRECT WATER EXPENSES			
610 · Chemicals and Filters			
610.01 · Chemicals	23,223.58	83,000.00	27.98%
610.02 · Miex Resin	0.00	20,000.00	0.0%
Total 610 · Chemicals and Filters	23,223.58	103,000.00	22.55%
620 - Laboratory			
620.01 · In House Lab	271.00	2,750.00	9.86%
620.02 · Outside Lab	150.00	2,200.00	6.82%
Total 620 - Laboratory	421.00	4,950.00	8.51%
630 - Regulatory			
630.01 · Permits	0.00	150.00	0.0%
Total 630 - Regulatory	0.00	150.00	0.0%
640 · Repairs and Maintenance			
640.01 · Piping and Distribution	930.35	20,000.00	4.65%
640.02 · Equipment	0.00	16,000.00	0.0%
640.03 · Building & Grounds	0.00	4,000.00	0.0%
640.04 · Water Tower Maintenance	4,599.43	20,000.00	23.0%
640.05 · Generators Annual Mainte	0.00	2,000.00	0.0%
640.06 · Water Plant Maintenance	0.00	25,000.00	0.0%
Total 640 · Repairs and Maintenance	5,529.78	87,000.00	6.36%

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

	Oct - Nov 23	Budget	% of Budget
650 · Utilities			
650.01 · Electric	4,461.08	27,500.00	16.22%
650.02 · Propane	0.00	1,000.00	0.0%
650.03 · Telephone	706.15	1,500.00	47.08%
Total 650 · Utilities	5,167.23	30,000.00	17.22%
660 · Other			
660.01 · Professional Fees	0.00	10,000.00	0.0%
Total 660 · Other	0.00	10,000.00	0.0%
670 · Capital Expenditures			
670.04 · New Vehicle	0.00	50,000.00	0.0%
Total 670 · Capital Expenditures	0.00	50,000.00	0.0%
680 · Loans			
680-05 · RD - Water System Interest	0.00	29,040.00	0.0%
680.06 · RD-Water System Principal	0.00	20,000.00	0.0%
Total 680 · Loans	0.00	49,040.00	0.0%
685.00 · Contingency	0.00	10,000.00	0.0%
Total 600 · DIRECT WATER EXPENSES	34,341.59	344,140.00	9.98%
700 · DIRECT WASTEWATER EXPENSES			
710 · Chemicals and Filters			
710.01 · Chemicals	4,889.28	27,500.00	17.78%
Total 710 · Chemicals and Filters	4,889.28	27,500.00	17.78%
720 · Laboratory			
720.01 · In House Lab	271.00	0.00	100.0%
720.02 · Outside Lab	2,963.73	14,100.00	21.02%
Total 720 · Laboratory	3,234.73	14,100.00	22.94%
730 · Regulatory			
730.01 · Permits	0.00	1,000.00	0.0%
730.02 · Biosolids Hauling	6,390.00	85,000.00	7.52%
Total 730 · Regulatory	6,390.00	86,000.00	7.43%
740 · Repairs Maintenance Other			
740.01 · Piping & Distribution	35,424.92	30,000.00	118.08%
740.02 · Equipment	1,080.00	30,000.00	3.6%
740.03 · Building and Grounds	85.00	50,000.00	0.17%
740.04 · Generator-Annual Maintenance	11,245.25	10,000.00	112.45%
Total 740 · Repairs Maintenance Other	47,835.17	120,000.00	39.86%
750 · Utilities			
750.01 · Electric	5,178.10	35,000.00	14.8%
750.02 · Propane	0.00	1,800.00	0.0%
Total 750 · Utilities	5,178.10	36,800.00	14.07%
760 · Other			
760.01 · Professional Fees -WWTP Permit	0.00	3,500.00	0.0%
760.02 · Contingency	0.00	10,000.00	0.0%
Total 760 · Other	0.00	13,500.00	0.0%
770.000 · DEP Grant Expenses			

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

	<u>Oct - Nov 23</u>	<u>Budget</u>	<u>% of Budget</u>
770.100 · DEP Sewer Grant - Engineering	28,134.00	0.00	100.0%
Total 770.000 · DEP Grant Expenses	28,134.00	0.00	100.0%
Total 700 · DIRECT WASTEWATER EXPENSES	95,661.28	297,900.00	32.11%
Total Expense	334,772.95	1,412,947.00	23.69%
Net Ordinary Income	-125,499.60	0.00	100.0%
Net Income	<u>-125,499.60</u>	<u>0.00</u>	<u>100.0%</u>

Cedar Key Water & Sewer District Monthly Checkbook Activity

As of November 30, 2023

Date	Num	Name	Memo	Amount
Unrestricted Cash Funds				
100 - Operating Account				
11/01/2023	31948	GATOR STORAGE	HURRICANE office Trailor 40283 11/01/23	-2,150.00
11/01/2023	31949	US Postmaster	796bills @ \$0.51 = \$405.96	-405.96
11/01/2023		Deposit	Deposit	160.00
11/01/2023		Deposit	Deposit	63.65
11/01/2023		Deposit	Deposit	30,991.85
11/02/2023	31950	Johns, Alicia M.	Pay Check	-583.18
11/02/2023	31951	Richburg, Margaret A.	Pay Check	-688.34
11/02/2023	31953	Doty, Gabriel T	Pay Check	-963.18
11/02/2023	31954	AMERICAN PIPE & TANK, INC.	Invoice No.93235 10/30/23	-3,195.00
11/02/2023	31955	Gator Works Computing	Invoice NO: 23-26323 8/25/23	-181.00
11/02/2023	31956	Gator Works Computing	Invoice NO: 23-26632 10/25/23	-181.00
11/02/2023	31957	Hawkins, Inc.d/b/a Dumont	Invoice NO 661169 10/24/23	-4,979.73
11/02/2023	31958	Marina Hardware At Cedar Key, Inc.	220 10/23	-353.07
11/02/2023		Deposit	Deposit	66.67
11/02/2023		Deposit	Deposit	159.91
11/03/2023	31959	McCain, James E.	Pay Check	-1,407.32
11/03/2023	31960	Quinn, William M.	Pay Check	-745.34
11/03/2023	Bankdraft	EFTPS	59-1156008	-1,347.58
11/03/2023	Bankdraft	EFTPS	59-1156008	-1,410.66
11/03/2023		Deposit	Deposit	49.03
11/03/2023		Bad Bank Draft	Harlow	-55.00
11/04/2023		Deposit	Deposit	125.57
11/05/2023		Deposit	Deposit	243.65
11/06/2023		Deposit	Deposit	243.54
11/06/2023		Deposit	Deposit	59.74
11/06/2023		Deposit	Deposit	7,613.54
11/06/2023		Bad Bank Draft	Gilpin 466001	-111.80
11/07/2023	31961	Alicia Johns	Mileage146 miles @ .655= 95.63 11/07/20:	-95.63
11/07/2023	31962	Johns, Alicia M.	Pay Check	-583.20
11/07/2023		Deposit	Deposit	160.34
11/07/2023		Deposit	Deposit	2,190.57
11/08/2023	31963	McCain, James E.	Pay Check	-1,691.55
11/08/2023		Deposit	Deposit	301.25
11/08/2023		Deposit	Deposit	300.00
11/09/2023	31965	Doty, Gabriel T	Pay Check	-712.59
11/09/2023	31967	Quinn, William M.	Pay Check	-983.84
11/09/2023	31968	Richburg, Margaret A.	Pay Check	-688.36
11/09/2023	31964	Borelli, Michael A	Pay Check	-369.40
11/09/2023	31966	Hand, Joseph G.	Pay Check	-369.40
11/09/2023	31969	Rosenthal, Stephen B.	Pay Check	-369.40
11/09/2023		Deposit	Deposit	368.80
11/10/2023		Deposit	Deposit	57.75
11/12/2023		Deposit	Deposit	57.75

Cedar Key Water & Sewer District Monthly Checkbook Activity

As of November 30, 2023

Date	Num	Name	Memo	Amount
11/13/2023		Deposit	Deposit	6,164.97
11/13/2023		Deposit	Deposit	4,536.28
11/13/2023		Deposit	Deposit	176.07
11/14/2023		Deposit	Deposit	159.11
11/14/2023		Deposit	Deposit	3,205.85
11/15/2023		Deposit	Deposit	787.16
11/16/2023	31970	Alicia Johns	Mileage128 miles @ .655= 83.84 11/08-16.	-83.84
11/17/2023	31971	Doty, Gabriel T	Pay Check	-712.59
11/17/2023	31972	Johns, Alicia M.	Pay Check	-626.88
11/17/2023	31973	McCain, James E.	Pay Check	-1,631.39
11/17/2023	31974	Quinn, William M.	Pay Check	-1,243.28
11/17/2023	31975	Richburg, Margaret A.	Pay Check	-688.35
11/17/2023	31976	AT&T # 1	352543-5285 938 1989	-1,420.22
11/17/2023	31977	AT & T # 2	352-543-6405 937 1988 10/26/23	-360.92
11/17/2023	31978	Aqua Pure Water & Sewerage Service , LLI	Invoice No: 86592 10/23	-2,239.00
11/17/2023	31979	Cedar Key Auto Care	55899 10/13/23	-223.10
11/17/2023	31980	Central FL Electric	Electric Bills 10/27/2023	-4,510.08
11/17/2023	Bankdraft	City Of Cedar Key	Solid Waste Oct. 2023	-124.94
11/17/2023	31981	Elan Financial Services	4798 5103 5327 0230 10/23	-902.49
11/17/2023	31982	Ellis Automated Corporation	Invoice No:3939 11/06/23 - 12/06/23	-1,008.76
11/17/2023	31983	FDOT	FDOT Toll Charges	-14.97
11/17/2023	31984	Gator Works Computing	Invoice NO: 23-26595 11/03/23	-1,725.00
11/17/2023	31985	Konica Minolta Business Solutions	Invoice No 290262899 Oct. 2023	-100.75
11/17/2023	31986	Nabors Giblin & Nickerson	Invoice No: 1108-22064 49074 HJE	-7,343.81
11/17/2023	31987	NAPA	1999 10/23	-190.71
11/17/2023	31988	US Postmaster	Box Rent 12 months @ \$152.00	-152.00
11/17/2023	31989	Verizon Wireless # 1	Invoice No: Acct. 9947595123 10/2023	-99.80
11/17/2023	31990	Verizon # 2	Invoice NoAcct. 9947643638 10/20/2023	-109.66
11/17/2023	Bankdraft	Wex Bank Marathon Fleet	Invoice No: 92988535 10/2023	-719.32
11/19/2023		Deposit	Deposit	61.64
11/19/2023		Deposit	Deposit	138.88
11/20/2023	Bankdraft	EFTPS	59-1156008	-1,633.34
11/20/2023	Bankdraft	EFTPS	59-1156008	-1,698.56
11/20/2023	31991	Baskerville-Donovan, Inc.	Invoice No. 08 8/4/2023-10232023 DEP Ag	-8,347.20
11/21/2023	31992	Alicia Johns	Mileage146 miles @ .655= 95.63 11/21/23	-95.63
11/21/2023	31993	William Quinn	Workboots	-58.83
11/21/2023	31994	McCain, James E.	Pay Check	-1,691.55
11/21/2023	31995	Dewberry Engineers, Inc.	#50168452	-7,868.30
11/21/2023	31996	US Postmaster	4 rolls stamps @ 66.00 ea = 264.00	-264.00
11/21/2023	31997	Doty, Gabriel T	Pay Check	-304.03
11/21/2023		Deposit	Deposit	61.21
11/22/2023	31998	Johns, Alicia M.	Pay Check	-583.19
11/22/2023	31999	Quinn, William M.	Pay Check	-1,120.41
11/22/2023	32000	Richburg, Margaret A.	Pay Check	-688.35
11/22/2023	Bankdraft	EFTPS	59-1156008	-1,451.30

Cedar Key Water & Sewer District Monthly Checkbook Activity

As of November 30, 2023

Date	Num	Name	Memo	Amount
11/22/2023		Deposit	Deposit	187.93
11/22/2023		Bank Draft	BlueCrossFlorida Premium 231122	-5,583.78
11/23/2023		Deposit	Deposit	93.50
11/26/2023		Deposit	Deposit	57.75
11/27/2023		Deposit	Deposit	142.85
11/28/2023	32001	Robert McGee	Refund	-62.10
11/28/2023		Deposit	Deposit	7,562.39
11/28/2023		Deposit	Deposit	4,777.68
11/28/2023		Deposit	Deposit	2,740.12
11/28/2023		Deposit	Deposit	6,270.55
11/28/2023		Deposit	Deposit	27,851.85
11/28/2023	32002	AT & T MOBILITY	287283253088 Nov. 2023	-229.70
11/28/2023	32003	AT & T MOBILITY	831-001-3428	-16.14
11/28/2023	32004	Hawkins, Inc.d/b/a Dumont	Invoice NO 6628550,7393888,6619855	-13,286.96
11/28/2023	32005	Quill Corporation	Invoice NO. 35651648 11/12/23	-112.15
11/28/2023	32006	WiFiber	Invoice No:43191 2077 6 month 95.00 X 6	-570.00
11/28/2023	32007	Ring Power	Invoice No:08WE9222742	-11,245.25
11/28/2023		Deposit	Deposit	278.34
11/28/2023		Deposit	Deposit	8,347.20
11/29/2023	32008	AFLAC	ATF27	-1,192.35
11/29/2023	32009	Transamerica Employee Benefits	33859	-36.08
11/30/2023	32010	Doty, Gabriel T	Pay Check	-712.59
11/30/2023	32011	Quinn, William M.	Pay Check	-1,001.16
11/30/2023	Bankdraft	FMP,TF Pension Service	10/31/23	-3,601.62
11/30/2023		Deposit	Deposit	200.03
11/30/2023		Bad Bank Draft	Harlow 278001	-113.67
Total 100 - Operating Account				<u>2,593.34</u>
Total Unrestricted Cash Funds				<u>2,593.34</u>
TOTAL				<u><u>2,593.34</u></u>

Employee Time off Accrued and Used

Doty, Gabriel T

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
11/17/2023	31971	11/11/2023	11/17/2023	40.00	1.90	33.00	30.37	2.00	7.00	4.00	7.00
11/02/2023	31953	10/28/2023	11/03/2023	55.00	1.90	-	32.27	2.00	8.00	-2.00	8.00
11/21/2023	31997	11/18/2023	11/24/2023	16.00	1.90	-	34.17	2.00	-	-	-
11/30/2023	32010	11/25/2023	12/01/2023	40.00	1.90	40.00	-3.93	2.00	-	2.00	-
11/09/2023	31965	11/04/2023	11/10/2023	40.00	1.90	32.00	-34.03	2.00	-	4.00	-
				191.00	9.50	105.00	-34.03	10.00	15.00	4.00	15.00

Johns, Alicia M.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
11/17/2023	31972	11/11/2023	11/17/2023	42.00	3.13	-	44.38	2.00	-	27.45	-
11/02/2023	31950	10/30/2023	11/03/2023	40.00	3.13	-	47.52	2.00	17.00	12.45	17.00
11/22/2023	31998	11/20/2023	11/24/2023	40.00	3.13	-	50.65	2.00	-	14.45	-
11/07/2023	31962	11/04/2023	11/10/2023	40.00	3.13	8.00	45.78	2.00	-	16.45	-
				162.00	12.53	8.00	45.78	8.00	17.00	16.45	17.00

McCain, James E.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
11/17/2023	31973	11/11/2023	11/17/2023	53.00	3.13	-	307.45	2.00	-	917.80	-
11/21/2023	31994	11/11/2023	11/17/2023	55.00	3.13	-	310.58	2.00	-	919.80	-
11/03/2023	31959	10/28/2023	11/03/2023	46.00	3.13	-	313.72	2.00	-	921.80	-
11/08/2023	31963	11/04/2023	11/10/2023	55.00	3.13	-	316.85	2.00	-	923.80	-
				209.00	12.53	0.00	316.85	8.00	0.00	923.80	0.00

Quinn, William M.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
11/17/2023	31974	11/11/2023	11/17/2023	64.50	3.13	-	222.17	2.00	-	289.50	-
11/22/2023	31999	11/18/2023	11/24/2023	54.00	3.13	-	225.30	2.00	-	291.50	-
11/03/2023	31960	10/28/2023	11/03/2023	40.00	3.13	40.00	188.43	2.00	-	293.50	-
11/30/2023	32011	11/25/2023	12/01/2023	55.00	3.13	-	191.57	2.00	-	295.50	-
11/09/2023	31967	11/04/2023	11/10/2023	50.00	3.13	-	194.70	2.00	-	297.50	-
				263.50	15.67	40.00	194.70	10.00	0.00	297.50	0.00

Richburg, Margaret A.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance	Sick Used - Sick Leave
11/17/2023	31975	11/11/2023	11/17/2023	40.00	3.13	12.00	21.90	2.00	-	4.00	-
11/02/2023	31951	10/30/2023	11/03/2023	40.00	3.13	-	25.03	2.00	-	6.00	-
11/22/2023	32000	11/20/2023	11/24/2023	40.00	3.13	-	28.17	2.00	-	8.00	-
11/09/2023	31968	11/06/2023	11/10/2023	40.00	3.13	-	31.30	2.00	8.00	2.00	8.00
				160.00	12.53	12.00	31.30	8.00	8.00	2.00	8.00

**CEDAR KEY WATER AND SEWER DISTRICT
APPLICATION FOR APPOINTMENT TO BOARD OF COMMISSIONERS**

1. Name: **Johnathan A. Ferguson**
2. Address: **12216 Franko Circle, Cedar Key, FL 32625**
3. Telephone Number: **(772) 971 – 7506**
4. E-mail Address: **cedarkey57@gmail.com**
5. Occupation and Current Place of Employment:

Self-employed and semi-retired

6. Are you a resident of Cedar Key?

- Yes No

Are you qualified to vote in Cedar Key Water and Sewer District Elections?

- Yes No

7. Please attach a short resume or biography to this application:

See attached resume.

8. Please provide any additional information you would like to share regarding your interest in serving on the Board of Commissioners of the District:

I have experience with publicly owned and operated water and sewer utilities and I would like to put that experience to work as a member of the District's Board of Commissioners. I was the Chief Assistant County Attorney in Martin County for eight years (and Acting County Attorney for six months) where one of my major responsibilities was handling all of the legal work for the Martin County Utility Department which was the primary water and sewer provider for the entire county. I was actively involved with all contracting, state permitting, acquisition of developer owned utilities, expansion of capacity into new areas of the county, and working with bond counsel on all acquisition and expansion financings.

I am also familiar with local government and special district governance. I spent 35 years of my legal career working for or with local governments and I was Florida Bar Board Certified in City, County and Local Government law for 25 years.

My wife and I permanently moved to Cedar Key five years ago and I would like to become more involved in the community in a meaningful way. I would appreciate the opportunity to give back to the community by serving on the District's Board of Commissioners.

RESUME

JOHNATHAN A. FERGUSON

PROFESSIONAL EXPERIENCE

THE SCHOOL BOARD OF ST. LUCIE
COUNTY, FLORIDA
Port St. Lucie, Florida
General Counsel

(August 2013 – January 2022)

LAW OFFICE OF
JOHNATHAN A. FERGUSON
Fort Pierce, FL
Sole Practitioner

(August 2009 – August 2013)

RUDEN, McCLOSKEY, SMITH
SCHUSTER & RUSSELL, P.A.
Port St. Lucie, FL
Partner

(February 2001 – August 2009)

GONANO, HARRELL & FERGUSON
Fort Pierce, FL
Partner

(July 1995 – February 2001)

MARTIN COUNTY, FLORIDA
Martin County Attorney's Office
Stuart, FL
Chief Assistant County Attorney
Acting County Attorney

(February 1987 – December 1994)
(December 1994 – July 1995)

FEDERAL TRADE COMMISSION
Washington, D.C.
Staff Attorney – Antitrust Division

(October 1985 – January 1987)

EDUCATION

GONZAGA UNIVERSITY SCHOOL OF LAW
Spokane, WA

Juris Doctor (*cum laude*) – May 1985 (Class Rank: top 10%)

Honors: Gonzaga Law Review, Technical Editor
 American Jurisprudence Award in Contracts (highest grade)
 American Jurisprudence Award in Remedies (highest grade)

MONTANA STATE UNIVERSITY
Bozeman, MT

B. S. Degree in Economics – June 1981

PROFESSIONAL MEMBERSHIPS

Admitted to the Florida Bar – January 1986 (#529036)
Florida Bar Board Certified: City, County and Local Government Law (1997 – 2022)
Florida School Board Attorney Association – Emeritus member

CONTACT INFORMATION

12216 Franko Circle
Cedar Key, FL 32625
(772) 971 – 7506
cedarkey57@gmail.com

RESOLUTION NO. 2023-_____

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT ADOPTING THE REVISED LEVY COUNTY LOCAL MITIGATION STRATEGY PLAN

WHEREAS, Federal regulations require that all local organizations have an approved local mitigation plan in accordance with 44 CFR 201.6 prior to receiving Hazard Mitigation Grant Program funding; and

WHEREAS, Levy County recently revised the Levy County Local Mitigation Strategy Plan (the “Plan”) and recommended it to the elected officials of each municipality and special district; and

WHEREAS, the Cedar Key Water and Sewer District Board of Commissioners finds that adopting the revised Plan will promote the health, safety, and welfare of the citizens of Cedar Key and is consistent with the functions and purpose of the Cedar Key Water and Sewer District.

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

Section 1. The Levy County Local Mitigation Strategy Plan, (attached hereto as Exhibit A), is adopted as the Local Mitigation Strategy Plan for the Cedar Key Water and Sewer District.

Section 2. This Resolution shall take effect immediately upon its adoption.

Passed by a vote of _____ to _____ on the _____ day of December, 2023.

CEDAR KEY WATER AND SEWER DISTRICT

BY: _____, Chairperson

ATTEST:

(SEAL)

Leslie Sturmer, Secretary

EXHIBIT A

LEVY COUNTY LOCAM MITIGATION STRATEGY PLAN