

CEDAR KEY WATER AND SEWER DISTRICT NOTICE OF PUBLIC MEETING

Notice is hereby given that at 5:00 PM on July 10, 2023, the Cedar Key Water and Sewer District (“District”) will hold a public meeting at the District’s office, 510 3RD STREET, CEDAR KEY, FL 32625, to which members of the public are invited to attend and participate. A copy of the draft agenda is listed below, The District may consider and take action with respect to matters not listed on the draft agenda.

1. Call to order
2. Pledge and Prayer
3. Public Comment
4. Adoption of Agenda
5. Approval of Board Meeting Minutes from June 12, 2023 Regular Board Meeting. (pages 1-3)
6. Financial Reports: Balance Sheet; Budget Report; Checkbook Activity; Past Due Accounts Report; Employee Leave. (pages 4-16)
7. Waccasassa Water & Wastewater Co-Op Update. (page 17)
8. Bill Adjustment Requests
9. General Manager Report
10. Attorney Report
11. Commissioner Comments
12. Public Input
13. Adjourn

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

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

Minutes of Regular Meeting
Board of Commissioners
June 12, 2023

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

Other Presents: Evan Rosenthal, Alicia Johns, Ann Richburg, James McCain, Mandy Offerle, Frank Offerle, Alan Hart, Darrell McCormick, Doris Hellerman, Robert Beauchamp, Greg Lang, and Patty Jett.

1. Meeting called to order at 5:01 p.m. by Dottie Haldeman, Chair.
2. Pledge and Prayer.
3. Public Comment. Alan Hart reported to the Board that he was no longer with the firm Baskerville-Donovan and would no longer be working on the Lift Station Repairs project. Mr. Hart expressed his appreciation for the Board allowing him the opportunity to work with them and the District employees on the Lift Station Repair Project.
4. Adoption of the Agenda. **Motion** by Leslie Sturmer to accept tonight's agenda. **Second** by Stephen Rosenthal. Passed by vote 5-0.
5. Approval of Board Meeting Minutes from the May 8, 2023, Regular Board Meeting. **Motion** by Stephen Rosenthal to approve the Minutes from the May 8, 2023 Board Meeting. **Second** by Joe Hand. Passed by vote 5-0.
6. Financial Reports. Balance Sheet, Budget Report, Checkbook Activity, Past Due Accounts Report, Employee Leave reports were presented for review. **Motion** by Leslie Sturmer to accept the Financial Reports with discussion. **Second** by Joe Hand. Ms. Dottie ask about a customer on the Past Due list and Alicia let the Board know that everyone on their list that had not paid are due to be shut off for non payment. Ms. Leslie ask about the Wastewater Expenses on the P/L sheet. That line shows that the District has spent more than budgeted for because the DEP Lift Station Grant money that is spent is included in that line. Robert Beauchamp explained to the Board that when doing the upcoming Budget for the next Fiscal Year he will get with James and see if they can figure out how much is expected to come in and be spent for the Lift Station Grant and create a line item for that or adjust the Wastewater Expenses line on the Budget to reflect that amount. Robert also explained a few other things that can be done to amend the Budget without any major changes to the Budget. The Board also ask if Robert Beauchamp if he would mind coming to go over the Financial Accounts with the Board and Robert stated he would be glad to. James ask Robert if he would mind working with him again on the Budget for the next Fiscal Year and Robert said he would be happy to help with the next Fiscal Year's Budget. Passed by vote 5-0.

7. Waccasassa Water & Wastewater Co-Op Update. Joe Hand updated the Board on the W3C. Joe gave the Board a progress report that listed the Items for Attention and Items of Interest. The progress report also had a few things that Leroy from the SRWMD explained at the W3C meeting. Joe, James, and the rest of the Board discussed each of the items in the progress report before moving on to the next item on the Board's Agenda, which is going over the Proposed Interlocal Agreement. There was more talk about whether anyone had an idea of about how much the wholesale water is going to cost to see if any rate increases with incur with the wholesale cost of the water. Greg Lang discussed with the Board some of the factors that go in to figuring out the costs of the pipeline project. After more discussion on the cost of things the Board moved on to the next Agenda item.
8. Consideration of Proposed Interlocal Agreement Creating the Waccasassa Water & Wastewater Cooperative. Evan Rosenthal outlined the Proposed Interlocal Agreement for the Board and after a lot of discussion the Board agreed and voted to sign the Interlocal Agreement. **Motion** by Leslie Sturmer to accept the Interlocal Agreement Creating the Waccasassa Water & Wastewater Cooperative and for the District's Chair to sign the Interlocal Agreement. **Second** Joe Hand. Passed by vote 4-0. Stephen Rosenthal opposed. **Motion** by Leslie Sturmer for Joe Hand to represent the CKWSD on the W3C Cooperative Board and Dottie Haldeman to be the alternate representative for the District. **Second** by Michael Borelli. Passed by vote 4-0. Stephen Rosenthal opposed.
9. Bill Adjustment Request. The Board approved all Bill Adjustments. Alicia ask if the adjustments made for filling up swimming pools counted as part of the only one adjustment in a 36-month period, which is the District's policy and the Board replied with a yes. Alicia told the Board that the customers asking for adjustment may decide to decline having an adjustment. **Motion** by Leslie Sturmer to approve the Bill Adjustment Requests. **Second** by Joe Hand. Passed by vote 5-0.
10. Second Reading of Resolution Related to New Water and Wastewater Connections and Miscellaneous Charges. Evan Rosenthal went over the Resolution with the Board for approval. After a lot of discussion and clarification on the many charges and fees in the Resolution the Board then approved the Resolution. **Motion** by Stephen Rosenthal to approve the Second Reading of Resolution Related to New Water & Wastewater Connections and Miscellaneous Charges. **Second** by Michael Borelli. Passed by vote 5-0.
11. Take Tabitha Lauer off of all CKWSD Accounts and add Michael Borelli. The Board agreed to take previous Board Member Tabitha Lauer off of all CKWSD Bank Accounts and add Current Board Member Michael Borelli to all CKWSD Bank Accounts. **Motion** by Stephen Rosenthal to approve the removal of Tabitha Lauer and the addition of Michael Borelli to all CKWSD Bank Accounts. **Second** by Joe Hand. Passed by vote 5-0.
12. General Managers Report.
 - Water** – James reported to the Board that the Water Tower Maintenance Crew comes every year to do a visual inspection and as soon as James gets the report, he will forward it to the Board. James reported that some years back he put a mixer in with a tap for sampling and it had broken and finally got someone here to fix it. James then reported on the THM's and how the District is testing for them. James told the Board how the Hurricane Preparedness Day went and what information he presented to the customers that stopped by his booth.
 - Wastewater** – James reported to the Board that he sent out letters to each of the customers who had Independent Pump Stations. James reported that the District is at 50% plans on the Lift Station Repair Grant. James also reported that the District had a pump go out at the Water Tower in the sub surface irrigation system that had to be repaired.



13. Attorney Report. Attorney Report was done earlier in the Agenda through Items 8 and 10. Evan told the Board that since the W3C Meetings will be advertised that any or all Board Members are able to attend.
14. Commissioner Comments. Ms. Leslie reported to the Board on the Webinar hosted by UF was recorded is now up and she provided the website for anyone who wanted to review it.
15. Public Input. No Public Input.
16. Adjournment: There being no more business to conduct, the meeting was adjourned at 6:45 p.m.

Dottie Haldeman, Chairperson

Leslie Sturmer, Commissioner &
Secretary of the Board

Cedar Key Water & Sewer District
Balance Sheet
 As of June 30, 2023
Jun 30, 23

ASSETS

Current Assets

Checking/Savings

Unrestricted Cash Funds

100 - Operating Account	276,682.11
102 Petty Cash	175.00
113.3 Unrestricted Savings	100,005.83

Total Unrestricted Cash Funds 376,862.94

Restricted Cash Funds

103.1 Security Deposit	14,501.02
114.00 RD Payment	49,862.50
114.02 RD RESERVE ACCOUNT	49,070.00

Total Restricted Cash Funds 113,433.52

Total Checking/Savings 490,296.46

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 704,789.70

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	<u>-6,353,923.48</u>

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 5,424,809.43

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Cedar Key Water & Sewer District Balance Sheet

As of June 30, 2023

Jun 30, 23

485 · Note Payable -RD - Current	20,000.00
403- Emplo Ret Con Payabale	730.20
407-01 SS Tax Payable	758.51
408 - Sales Tax Payable	140.25
411 - Unearned Revenues	11,100.72
450 · Fed. Income Taxes Payable	267.36
482 - Accrued Int Pay	2,307.53
483 · Accrued Compensated Absences	16,625.00
484 -Customer Deposits Payable	14,557.25
Total Other Current Liabilities	66,486.82
Total Current Liabilities	66,486.82
Long Term Liabilities	
460 · N/P-Rural Development	1,036,000.00
500 - Accrd Compem Absences-LT	13,946.00
Total Long Term Liabilities	1,049,946.00
Total Liabilities	1,116,432.82
Equity	
598 · Restricted for Debt Service	42,655.47
3900 · Retained Earnings	311,936.64
599 · Investment in Capital Assets -	3,663,878.54
Net Income	289,905.96
Total Equity	4,308,376.61
TOTAL LIABILITIES & EQUITY	5,424,809.43



Cedar Key Water & Sewer District Profit & Loss Budget vs. Actual October 2022 through September 2023

	<u>Oct '22 - Sep 23</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
300 - Income			
305 - Water Revenue	374,818.74	526,000.00	71.26%
310 - Sewer Revenues	314,265.01	435,000.00	72.25%
320 - City Solid Waste Billing	29.99		
325 - Penalties	9,057.33	2,958.00	306.2%
330 - Earned Interest	859.42	20.00	4,297.1%
335 - New Meter Charges	1,200.00	5,600.00	21.43%
350 - Misc Income	1,553.54	12,500.00	12.43%
365. Meter Installation Fee	505.00	1,200.00	42.08%
380 - Grant SRF Planning	2,694.84		
383- DEP Sewer Grant	108,000.00		
300 - Income - Other	203.53		
Total 300 - Income	<u>813,187.40</u>	<u>983,278.00</u>	<u>82.7%</u>
390 Special Legislative Appr	65,378.19		
Other Sources Of Income			
315 - Ad Valorem Tax			
315.100 - Ad Valorem	248,197.55	262,275.00	94.63%
Total 315 - Ad Valorem Tax	<u>248,197.55</u>	<u>262,275.00</u>	<u>94.63%</u>
331 - City Contribution	811.55		
340 - Rental Income	18,031.62	30,123.00	59.86%
370 - Service Charge New Connection	24,500.00	11,300.00	216.81%
333 - Other Miscellaneous	898.39	530.00	169.51%
Total Other Sources Of Income	<u>292,439.11</u>	<u>304,228.00</u>	<u>96.13%</u>
Total Income	<u>1,171,004.70</u>	<u>1,287,506.00</u>	<u>90.95%</u>
Gross Profit	1,171,004.70	1,287,506.00	90.95%
Expense			
500 - GENERAL AND ADMINISTRATIVE			
510 - Payroll			
510.01 - Salaries	232,442.63	304,048.00	76.45%
510.02 - Social Security/Medicare	17,411.88	23,259.68	74.86%
510.03 - Retirement	22,774.00	30,405.00	74.9%
510.04 - Health, Dental & Life Ins	54,220.67	79,613.32	68.11%
510.05 - Workers Comp.	7,122.81	8,400.00	84.8%
Total 510 - Payroll	<u>333,971.99</u>	<u>445,726.00</u>	<u>74.93%</u>
520 - Office			
520.01 - Supplies	2,479.52	2,000.00	123.98%
520.02 - Postage & Shipping	5,296.37	6,220.00	85.15%
520.03 - Copier, Computer, Billing, Etc.	4,412.92	3,465.00	127.36%
520.04 - Printing and Copying	946.93	1,148.00	82.49%
520.05 - Web Portal/E-Billing	204.49	0.00	100.0%
Total 520 - Office	<u>13,340.23</u>	<u>12,833.00</u>	<u>103.95%</u>
530 - Utilities			



Cedar Key Water & Sewer District Profit & Loss Budget vs. Actual October 2022 through September 2023

	<u>Oct '22 - Sep 23</u>	<u>Budget</u>	<u>% of Budget</u>
530.01 · Fuel For Equipment	7,972.08	13,200.00	60.4%
530.02 · Solid Waste Disposal	1,158.78	1,130.00	102.55%
530.03 · Telephone	8,578.40	10,000.00	85.78%
Total 530 · Utilities	17,709.26	24,330.00	72.79%
540 · Professional Fees			
540.01 · Audit & Accounting	26,160.00	22,200.00	117.84%
540.02 · Management/Legal	23,439.98	30,000.00	78.13%
540.03 · Property Appraiser's Fee	0.00	7,000.00	0.0%
540.05 · Tax Collector Fees	142.10	5,200.00	2.73%
Total 540 · Professional Fees	49,742.08	64,400.00	77.24%
550 - General Repair & Maint			
550.01 · Vehicle	2,319.20	3,606.00	64.32%
550.02 · Equipment and Tools	883.56	5,830.00	15.16%
550.03 · Building	157.48	600.00	26.25%
550.04 · Supplies	762.72	948.00	80.46%
Total 550 - General Repair & Maint	4,122.96	10,984.00	37.54%
560 · Other			
560.01 · Property/Liability Ins.	53,601.00	52,000.00	103.08%
560.02 · Election Expenses	0.00	4,000.00	0.0%
560.03 · Continuing Education	615.00	3,000.00	20.5%
560.04 · Annual Fees & Dues	4,960.60	11,000.00	45.1%
560.05 · Ads and Publications	1,967.82	500.00	393.56%
560.06 · Miscellaneous	1,254.05	1,650.00	76.0%
560.07 · Contingency	0.00	43,740.00	0.0%
Total 560 · Other	62,398.47	115,890.00	53.84%
Total 500 · GENERAL AND ADMINISTRATIVE	481,284.99	674,163.00	71.39%
600 · DIRECT WATER EXPENSES			
610 · Chemicals and Filters			
610.01 · Chemicals	61,914.60	88,330.00	70.1%
610.02 · Miex Resin	0.00	30,000.00	0.0%
Total 610 · Chemicals and Filters	61,914.60	118,330.00	52.32%
620 - Laboratory			
620.01 · In House Lab	1,187.03	2,920.00	40.65%
620.02 · Outside Lab	1,640.50	4,348.00	37.73%
Total 620 - Laboratory	2,827.53	7,268.00	38.9%
630 - Regulatory			
630.01 · Permits	125.00	0.00	100.0%
Total 630 - Regulatory	125.00	0.00	100.0%
640 · Repairs and Maintenance			
640.01 · Piping and Distribution	7,074.60	20,850.00	33.93%
640.02 · Equipment	11,671.32	12,560.00	92.93%
640.03 · Building & Grounds	1,448.08	7,690.00	18.83%
640.04 · Water Tower Maintenance	13,798.29	16,000.00	86.24%
640.05 · Generators Annual Mainte	0.00	1,930.00	0.0%

Cedar Key Water & Sewer District Profit & Loss Budget vs. Actual October 2022 through September 2023

	Oct '22 - Sep 23	Budget	% of Budget
640.06 · Water Plant Maintenance	0.00	30,000.00	0.0%
Total 640 · Repairs and Maintenance	33,992.29	89,030.00	38.18%
650 · Utilities			
650.01 · Electric	20,921.97	22,000.00	95.1%
650.02 · Propane	470.21	1,090.00	43.14%
650.03 · Telephone	2,326.19	2,360.00	98.57%
Total 650 · Utilities	23,718.37	25,450.00	93.2%
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	41,830.00	50,000.00	83.66%
Total 670 · Capital Expenditures	41,830.00	50,000.00	83.66%
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%
Total 600 · DIRECT WATER EXPENSES	164,407.79	349,118.00	47.09%
700 · DIRECT WASTEWATER EXPENSES			
710 · Chemicals and Filters			
710.01 · Chemicals	24,714.78	23,320.00	105.98%
Total 710 · Chemicals and Filters	24,714.78	23,320.00	105.98%
720 · Laboratory			
720.01 · In House Lab	128.15	205.00	62.51%
720.02 · Outside Lab	10,770.43	14,100.00	76.39%
Total 720 · Laboratory	10,898.58	14,305.00	76.19%
730 · Regulatory			
730.01 · Permits	0.00	1,000.00	0.0%
730.02 · Biosolids Hauling	60,930.50	89,820.00	67.84%
Total 730 · Regulatory	60,930.50	90,820.00	67.09%
740 · Repairs Maintenance Other			
740.01 · Piping & Distribution	18,934.02	30,000.00	63.11%
740.02 · Equipment	20,737.06	13,660.00	151.81%
740.03 · Building and Grounds	4,383.25	50,000.00	8.77%
740.04 · Generator-Annual Maintenance	0.00	10,000.00	0.0%
Total 740 · Repairs Maintenance Other	44,054.33	103,660.00	42.5%
750 · Utilities			
750.01 · Electric	27,326.55	26,880.00	101.66%
750.02 · Propane	921.41	1,740.00	52.96%
Total 750 · Utilities	28,247.96	28,620.00	98.7%
760 · Other			
760.01 · Professional Fees -WWTP Permit	0.00	3,500.00	0.0%
Total 760 · Other	0.00	3,500.00	0.0%
770.000 · DEP Grant Expenses			



Cedar Key Water & Sewer District
Profit & Loss Budget vs. Actual
October 2022 through September 2023

	<u>Oct '22 - Sep 23</u>	<u>Budget</u>	<u>% of Budget</u>
770.100 · DEP Sewer Grant - Engineering	108,000.00		
Total 770.000 · DEP Grant Expenses	108,000.00		
Total 700 · DIRECT WASTEWATER EXPENSES	276,846.15	264,225.00	104.78%
Total Expense	922,538.93	1,287,506.00	71.65%
Net Ordinary Income	248,465.77	0.00	100.0%
Net Income	<u>248,465.77</u>	<u>0.00</u>	<u>100.0%</u>

Cedar Key Water & Sewer District
Monthly Checkbook Activity
As of June 30, 2023

Date	Num	Name	Memo	Amount
Unrestricted Cash Funds				
100 - Operating Account				
06/01/23	31644	McCain, James E.	Pay Check	-1,871.44
06/01/23	31645	Quinn, William M.	Pay Check	-715.99
06/01/23	31646	Richburg, Margaret A.	Pay Check	-662.06
06/01/23	31647	Doty, Gabriel T	Pay Check	-683.84
06/01/23		Deposit	Deposit	67.11
06/01/23		Deposit	Deposit	278.61
06/02/23	Bankdraft	EFTPS	59-1156008	-1,426.52
06/02/23		Deposit	Deposit	2,493.43
06/02/23		Deposit	Deposit	236.24
06/02/23	Bankdraft	Bad Bank Draft	John Morrison	-68.34
06/02/23	Bankdraft	Bad Bank Draft	Rucker	-116.70
06/02/23	Bankdraft	#Preauthorized Wd		-1.00
06/02/23		Deposit	Deposit	57.89
06/05/23		Deposit	Deposit	474.55
06/06/23	31648	Margaret Ann Richb...	Reimbursement Request mileage to ...	-95.63
06/06/23	31649	Margaret Ann Richb...	Reimbursement Request mileage toC...	-39.30
06/06/23	Bankdraft	Elan Financial Servi...		-689.01
06/06/23	Bankdraft	Intuit Quickbooks	Payroll Anual	-650.00
06/06/23		Deposit	Deposit	98.22
06/06/23		Deposit	Deposit	230.04
06/07/23	Bankdraft	Transferred		-29,988.56
06/07/23		Deposit	Deposit	611.98
06/08/23	31650	Doty, Gabriel T	Pay Check	-810.38
06/08/23	31651	Johns, Alicia M.	Paycheck	-513.88
06/08/23		Deposit	Deposit	124.17
06/09/23	31652	McCain, James E.	Pay Check	-1,346.23
06/09/23	31653	Quinn, William M.	Pay Check	-715.99
06/09/23	31654	Richburg, Margaret A.	Pay Check	-662.06
06/09/23	31655	Borelli, Michael A	Pay Check	-369.40
06/09/23	31656	Haldeman, Hattie B.	Pay Check	-369.40
06/09/23	31657	Hand, Joseph G.	Pay Check	-369.40
06/09/23	31658	Rosenthal, Stephen...	Pay Check	-369.40
06/09/23	31659	Sturmer, Leslie N.	Pay Check	-369.40
06/09/23	Bankdraft	EFTPS	59-1156008	-1,534.42
06/09/23	31660	US Postmaster	789 pc @ .60 ea = \$ 473.40	-473.40
06/09/23	31661	AMERICAN PIPE &...	Invoice No. 91825 5/31/23	-3,195.00
06/09/23	31662	AT&T # 1	3525435285	-544.82
06/09/23	31663	AT & T # 2	352-543-6405 937 1988 5/23	-108.36
06/09/23	31664	Central FL Electric	Electric Bills 04/23	-5,213.64
06/09/23	31665	Gator Works Comp...	Invoice NO: 22-25968 5/23	-181.00
06/09/23	31666	JET-VAC	Invoice No: P0424010 5/11/23	-720.60
06/09/23	31667	Jones & Son FE Se...	Invoice No: 97832 6/02/23	-270.00
06/09/23	31668	Konica Minolta Busi...	Invoice No 287419678 May 2023	-87.00
06/09/23	31669	Levy Jones	3525286443	-106.00
06/09/23	31671	NAPA Gulf Coast P...	1999 5/2023	-56.15
06/09/23	31672	Verizon Wireless # 1	Invoice No: Acct. 9935671669 5/2023	-108.84
06/09/23	31673	Verizon # 2	Invoice NoAcct. 9935621811 05/23	-98.04
06/09/23	31674	Water Works Metrol...	20135256, 3006125	-1,701.04
06/09/23	Bankdraft	Wex Bank Maratho...	Invoice No: 89689808 5/2023	-565.27
06/09/23	31675	Aqua Pure Water & ...	Invoice No: 86290 5/2023	-751.50
06/09/23	31676	Nabors Giblin & Nic...	Invoice No: 1108-22064 48408 HJE ...	-4,677.50
06/09/23		Deposit	Deposit	1,145.07
06/12/23	31677	Marina Hardware At...	220 04/23	-380.26
06/12/23	Bankdraft	Blue Cross Blue Shi...	Group:90866 76379960 06/23	-5,176.10
06/12/23		Deposit	Deposit	437.50
06/12/23		Deposit	Deposit	7,566.23
06/12/23		Deposit	Deposit	7,637.11
06/12/23		Deposit	Nextower	955.09
06/13/23		Deposit	Deposit	816.09
06/14/23		Deposit	Deposit	410.48
06/14/23		Deposit	Deposit	61.23
06/14/23		Deposit	Deposit	55.00
06/15/23	31678	Doty, Gabriel T	Pay Check	-598.82
06/15/23	31679	Johns, Alicia M.	Pay Check	-551.71
06/15/23	31680	Quinn, William M.	Pay Check	-817.76
06/15/23	31681	Richburg, Margaret A.	Pay Check	-662.06

Cedar Key Water & Sewer District
Monthly Checkbook Activity
As of June 30, 2023

Date	Num	Name	Memo	Amount
06/15/23		Deposit	Deposit	62.05
06/16/23	31682	McCain, James E.	Pay Check	-1,627.74
06/16/23	Bankdraft	EFTPS	59-1156008	-1,335.44
06/16/23		Deposit	Deposit	60.56
06/19/23		Deposit	Deposit	188.80
06/20/23	31683	Margaret Ann Richb...	Reimbursement Request mileage to ...	-95.63
06/20/23		Deposit	Deposit	109.75
06/22/23	31684	Quinn, William M.	Pay Check	-964.93
06/22/23	31685	FASON ELECTRIC...	Invoice # 6724	06/22/23 -320.00
06/22/23		Deposit	Deposit	97.12
06/22/23		Deposit	Deposit	2,500.00
06/22/23		Deposit	Deposit	6,962.76
06/22/23		Deposit	Deposit	2,057.04
06/22/23		Deposit	Deposit	5,568.87
06/23/23	31686	Doty, Gabriel T	Pay Check	-683.84
06/23/23	31687	Johns, Alicia M.	Pay Check	-513.89
06/23/23	31688	McCain, James E.	Pay Check	-1,146.88
06/23/23	31689	Richburg, Margaret A.	Pay Check	-662.06
06/23/23	Bankdraft	EFTPS	59-1156008	-1,244.80
06/24/23		Deposit	Deposit	4,356.25
06/25/23		Deposit	Deposit	65.50
06/26/23		ACH Return		-55.51
06/26/23		Deposit	Deposit	62.77
06/27/23		Deposit	Deposit	593.86
06/28/23		Deposit	Deposit	28,852.19
06/28/23	Bankdraft	Bad Bank Draft		-390.00
06/28/23		Deposit	Deposit	61.70
06/29/23	Bankdraft	City Of Cedar Key	Garbage	-124.94
06/29/23	31690	Doty, Gabriel T	Pay Check	-810.38
06/29/23	31692	Richburg, Margaret A.	Pay Check	-394.62
06/29/23	Bankdfat	Bad Bank Draft	Cassandra Peck	-148.91
06/30/23	31691	Johns, Alicia M.	Pay Check	-513.88
06/30/23	31693	McCain, James E.	Pay Check	-1,358.48
06/30/23	31694	Quinn, William M.	Pay Check	-715.99
06/30/23	31695	US Postmaster	825 pc @ .48 ea = \$ 396.00	-396.00
06/30/23		Deposit	Deposit	59.84
06/30/23		Deposit	Deposit	436.06
06/30/23		Deposit	Deposit	69.62
Total 100 - Operating Account				-9,066.36
Total Unrestricted Cash Funds				-9,066.36
TOTAL				-9,066.36

Cedar Key Water and Sewer District

Penalty Register

Detailed

For charges due before 06/30/2023

Account Balance as of 06/30/2023

Disconnect Date 07/11/2023

Sorted by: Route + Reading Sequence

Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
Service	Code							
21001	21001	BRENDA SHILLMAN	15651 SUNSET PT DR					
WATER	P1			19125708	37.97	20.00	0.00	57.97
SEWER					29.91	0.00	0.00	29.91
		BRENDA SHILLMAN	Total		67.88	20.00	0.00	87.88
33001	33001	KIM WHITNEY	11912 SR 24					
WATER	P1			19125718	39.47	20.00	0.00	59.47
SEWER					134.08	0.00	0.00	134.08
		KIM WHITNEY	Total		173.55	20.00	0.00	193.55
43001	43001	BENJAMIN BURNSSED	12250 SR 24					
WATER	P1			2100185277	51.99	20.00	0.00	71.99
SEWER					30.22	0.00	0.00	30.22
		BENJAMIN BURNSSED	Total		82.21	20.00	0.00	102.21
46001	46001	CARL ZEIGLER	12212 FRANKO CIRCLE					
WATER	P1			19125714	28.00	20.00	0.00	48.00
SEWER					27.00	0.00	0.00	27.00
		CARL ZEIGLER	Total		55.00	20.00	0.00	75.00
78001	78001	HAYLEY HOLMES	12303 CEDAR ST.					
WATER	P1			2000047465	28.00	20.00	0.00	48.00
SEWER					27.00	0.00	0.00	27.00
		HAYLEY HOLMES	Total		55.00	20.00	0.00	75.00
81001	81001	W.E. KNIGHT	12406 SR 24					
WATER	P1			14346305	42.84	20.00	0.00	62.84
SEWER					39.40	0.00	0.00	39.40
		W.E. KNIGHT	Total		82.24	20.00	0.00	102.24
1051001	1051001	WILL KNIGHT	12406 SR 24					
WATER	P1			18258673	36.41	20.00	0.00	56.41
		WILL KNIGHT	Total		36.41	20.00	0.00	56.41
110001	110001	CHRIS REYNOLDS	12594 SR 24- SHOP					
WATER	P1			14062237	33.87	20.00	0.00	53.87
SEWER					31.74	0.00	0.00	31.74
		CHRIS REYNOLDS	Total		65.61	20.00	0.00	85.61
171001	171001	GARY WITT	1241 WHIDDON AVENUE					
WATER	P1			13943790	28.14	20.00	0.00	48.14
SEWER					27.12	0.00	0.00	27.12
		GARY WITT	Total		55.26	20.00	0.00	75.26
179001	179001	SCOTT SYKES	1218 WHIDDON AVE.					
WATER	P1			19125744	34.07	20.00	0.00	54.07
SEWER					31.90	0.00	0.00	31.90
		SCOTT SYKES	Total		65.97	20.00	0.00	85.97
204001	204001	CARMEN WILLIAMS	13164 SW 164TH AVENUE					
WATER	P1			14280597	47.42	20.00	0.00	67.42
SEWER					43.41	0.00	0.00	43.41
		CARMEN WILLIAMS	Total		90.83	20.00	0.00	110.83
205001	205001	SHARON SHAW	13163 SW 164TH AVENUE					
WATER	P1			14280592	33.70	20.00	0.00	53.70
SEWER					31.60	0.00	0.00	31.60
		SHARON SHAW	Total		65.30	20.00	0.00	85.30
230001	230001	BRIAN SKARUPSKI	13551 SW AIRPORT RD.					
WATER	P1			2100035360	33.02	20.00	0.00	53.02

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Location No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
230001	230001	BRIAN SKARUPSKI	13551 SW AIRPORT RD.		31.05	0.00	0.00	31.05
		SEWER						
		BRIAN SKARUPSKI	Total		64.07	20.00	0.00	84.07
268001	268001	PAT HIBBITS	1169 HAWTHORNE AVE		29.60	20.00	0.00	49.60
		WATER P1		13379859				
		SEWER			28.29	0.00	0.00	28.29
		PAT HIBBITS	Total		57.89	20.00	0.00	77.89
290001	290001	DIANA BIBLE	1170 PARODA AVE		61.88	20.00	0.00	81.88
		WATER P1		13658397				
		SEWER			38.56	0.00	0.00	38.56
		DIANA BIBLE	Total		100.44	20.00	0.00	120.44
300001	300001	JENNIFER MCCAIN	1266 GULF BLVD		68.93	20.00	0.00	88.93
		WATER P1		14346408				
		SEWER			62.64	0.00	0.00	62.64
		JENNIFER MCCAIN	Total		131.57	20.00	0.00	151.57
363001	363001	ROBBIE COLLINS	12051 SW 164TH		53.73	20.00	0.00	73.73
		WATER P1		12943645				
		SEWER			53.62	0.00	0.00	53.62
		ROBBIE COLLINS	Total		107.35	20.00	0.00	127.35
381001	381001	CHRISTOPHER	11871 RYE KEY DR.		30.19	20.00	0.00	50.19
		WATER P1		14062244				
		SEWER			28.77	0.00	0.00	28.77
		CHRISTOPHER	Total		58.96	20.00	0.00	78.96
382001	382001	KARLE THOMAS	11850 RYE KEY DR.		36.66	20.00	0.00	56.66
		WATER P1		14280763				
		SEWER			33.99	0.00	0.00	33.99
		KARLE THOMAS	Total		70.65	20.00	0.00	90.65
408001	408001	MARY MARTIN	16790 SW 121ST LANE		38.36	20.00	0.00	58.36
		WATER P1		2100160637				
		SEWER			35.48	0.00	0.00	35.48
		MARY MARTIN	Total		73.84	20.00	0.00	93.84
1640001	1640001	JOHN EVANS	12361 WATSON CIRCLE		76.00	20.00	0.00	96.00
		WATER P1		22198122				
		SEWER			76.00	20.00	0.00	96.00
		JOHN EVANS	Total		76.00	20.00	0.00	96.00
442001	442001	ANTHONY BATCHELOR	12630 HODGSON AVE.		31.42	20.00	0.00	51.42
		WATER P1		13379829				
		SEWER			29.76	0.00	0.00	29.76
		ANTHONY BATCHELOR	Total		61.18	20.00	0.00	81.18
448001	448001	JOHN ANASTASI	12750 JERNIGAN AVE.		48.97	20.00	0.00	68.97
		WATER P1		2100035365				
		SEWER			44.76	0.00	0.00	44.76
		JOHN ANASTASI	Total		93.73	20.00	0.00	113.73
519001	519001	STACY GERVAIS	82 2ND ST-CC 214		24.00	20.00	0.00	44.00
		WATER P1		2300008322				
		SEWER			29.09	0.00	0.00	29.09
		STACY GERVAIS	Total		53.09	20.00	0.00	73.09
557001	557001	EDWARD JOHNSON	11 OLD MILL DRIVE 7A		27.31	20.00	0.00	47.31
		WATER P1		14280448				
		SEWER			28.70	0.00	0.00	28.70
		EDWARD JOHNSON	Total		56.01	20.00	0.00	76.01
572001	572001	DEBORAH SCHENK	11 OLD MILL DRIVE 9D		34.87	20.00	0.00	54.87
		WATER P1		2100023762				
		SEWER			32.54	0.00	0.00	32.54
		DEBORAH SCHENK	Total		67.41	20.00	0.00	87.41
599001	599001	OLD FLORIDA RENTAL	211 2ND ST PP20-225		28.60	20.00	0.00	48.60
		WATER P1		14280820				
		SEWER			27.48	0.00	0.00	27.48
		OLD FLORIDA RENTAL	Total		56.08	20.00	0.00	76.08
666001	666001	AMINTA CREVASSE	282 3RD ST.		34.75	20.00	0.00	54.75
		WATER P1		17336203				

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Locatio. No	Account No	Name	Address	Meter No.	Prev. Balance	Penalty	Tax	Account Balance
666001	666001	AMINTA CREVASSE	282 3RD ST.		72.28	0.00	0.00	72.28
		SEWER						
		AMINTA CREVASSE	Total		107.03	20.00	0.00	127.03
680001	680001	BIG DECK	331 DOCK ST.		133.46	20.00	0.00	153.46
		WATER P1		13935878				
		SEWER			122.82	0.00	0.00	122.82
		BIG DECK	Total		256.28	20.00	0.00	276.28
682001	682001	TIPSY COW	360 DOCK STREET		38.58	20.00	0.00	58.58
		WATER P1		14346426				
		SEWER			35.67	0.00	0.00	35.67
		TIPSY COW	Total		74.25	20.00	0.00	94.25
1048001	1048001	LIAM & MADP'S	360 DOCK STREET		60.14	20.00	0.00	80.14
		WATER P1		14346388				
		SEWER			54.72	0.00	0.00	54.72
		LIAM & MADP'S	Total		114.86	20.00	0.00	134.86
689001	689001	LEVY CNTY PARKS	1 DOCK STREET PIER		47.26	20.00	0.00	67.26
		WATER P1		2000047463				
		SEWER			67.18	0.00	0.00	67.18
		LEVY CNTY PARKS	Total		114.44	20.00	0.00	134.44
694001	694001	NOREEN PATTON	550 1ST ST IP#111		35.58	20.00	0.00	55.58
		WATER P1		13484053				
		SEWER			33.12	0.00	0.00	33.12
		NOREEN PATTON	Total		68.70	20.00	0.00	88.70
713001	713001	LINDA ARCELLO	550 1ST ST IP#201		32.93	20.00	0.00	52.93
		WATER P1		13484069				
		SEWER			30.98	0.00	0.00	30.98
		LINDA ARCELLO	Total		63.91	20.00	0.00	83.91
728001	728001	JEANA MILLIGAN	509 1ST ST.		3.00	20.00	0.00	23.00
		WATER P1		13935882				
		SEWER			27.00	0.00	0.00	27.00
		JEANA MILLIGAN	Total		30.00	20.00	0.00	50.00
763001	763001	SHARON SHAW	573 1ST ST.		33.27	20.00	0.00	53.27
		WATER P1		2000047455				
		SEWER			31.26	0.00	0.00	31.26
		SHARON SHAW	Total		64.53	20.00	0.00	84.53
773001	773001	SHARON SHAW	644 1ST STREET		34.98	20.00	0.00	54.98
		WATER P1		2100160649				
		SEWER			32.64	0.00	0.00	32.64
		SHARON SHAW	Total		67.62	20.00	0.00	87.62
799001	799001	JOLIE DAVIS	649 2ND ST.		34.27	20.00	0.00	54.27
		WATER P1		19125691				
		SEWER			32.06	0.00	0.00	32.06
		JOLIE DAVIS	Total		66.33	20.00	0.00	86.33
807001	807001	THE MARKET	7031 D STREET		28.11	20.00	0.00	48.11
		WATER P1		2100182417				
		SEWER			27.09	0.00	0.00	27.09
		THE MARKET	Total		55.20	20.00	0.00	75.20
810001	810001	AMANDA O'NEAL	609 4TH & D STREET		3.37	20.00	0.00	23.37
		WATER P1		14280388				
		SEWER			8.17	0.00	0.00	8.17
		AMANDA O'NEAL	Total		11.54	20.00	0.00	31.54
824001	824001	JAMES DUFF	3011 D ST		35.84	20.00	0.00	55.84
		WATER P1		14280424				
		SEWER			33.33	0.00	0.00	33.33
		JAMES DUFF	Total		69.17	20.00	0.00	89.17
902001	902001	COLLEEN MCINTINE	666 5TH ST.		39.80	20.00	0.00	59.80
		WATER P1		13458139				
		SEWER			36.74	0.00	0.00	36.74
		COLLEEN MCINTINE	Total		76.54	20.00	0.00	96.54
923001	923001	TRACI ARGAVES	850 6TH ST.					

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Location No	Account No	Name	Address		Prev. Balance	Penalty	Tax	Account Balance
Service	Code			Meter No.				
923001	923001	TRACI ARGAVES	850 6TH ST.					
WATER	P1			14346512	30.51	20.00	0.00	50.51
SEWER					29.02	0.00	0.00	29.02
		TRACI ARGAVES	Total		59.53	20.00	0.00	79.53
933001	933001	CELIA BULLARD	3011 G ST.					
WATER	P1			14346501	28.09	20.00	0.00	48.09
SEWER					27.07	0.00	0.00	27.07
		CELIA BULLARD	Total		55.16	20.00	0.00	75.16
956001	956001	JOE VASTOLA	882 8TH ST.					
WATER	P1			14346507	28.86	20.00	0.00	48.86
SEWER					27.69	0.00	0.00	27.69
		JOE VASTOLA	Total		56.55	20.00	0.00	76.55
968001	968001	JAMES FLEMING	4050 G ST. APT #103					
WATER	P1			2000047488	29.60	20.00	0.00	49.60
SEWER					28.29	0.00	0.00	28.29
		JAMES FLEMING	Total		57.89	20.00	0.00	77.89

Total Customers 46
 Prev. Balance ~~\$2,493.06~~
 Penalty \$920.00
 Total Tax \$0.00
 Account Balance \$4,413.06

Previously Posted Penalty \$0.00

29 customers
 \$2,572.18



Employee Time off Accrued and Used

01-Jun-2023 to 30-Jun-2023

Doty, Gabriel T

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance
06/01/2023	31647	05/27/2023	06/02/2023	46.00	1.90	-	37.42	2.00	-	28.00
06/15/2023	31678	06/10/2023	06/16/2023	40.00	1.90	12.00	27.32	2.00	-	30.00
06/23/2023	31686	06/17/2023	06/23/2023	46.00	1.90	16.00	13.22	2.00	-	32.00
06/29/2023	31690	06/24/2023	06/30/2023	55.00	1.90	-	15.12	2.00	24.00	10.00
06/08/2023	31650	06/04/2023	06/10/2023	55.00	1.90	-	17.02	2.00	8.00	4.00
				242.00	9.50	28.00	17.02	10.00	32.00	4.00

Johns, Alicia M.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance
06/15/2023	31679	06/12/2023	06/16/2023	42.00	3.13	-	45.22	2.00	-	21.95
06/23/2023	31687	06/17/2023	06/23/2023	40.00	3.13	2.00	46.35	2.00	23.00	0.95
06/30/2023	31691	06/26/2023	06/30/2023	40.00	3.13	0.50	48.98	2.00	-	2.95
06/08/2023	31651	06/05/2023	06/09/2023	40.00	3.13	-	52.12	2.00	-	4.95
				162.00	12.53	2.50	52.12	8.00	23.00	4.95

McCain, James E.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance
06/01/2023	31644	05/27/2023	06/02/2023	59.00	3.13	-	275.38	2.00	3.00	1,040.80
06/16/2023	31682	06/10/2023	06/16/2023	55.00	3.13	-	278.52	2.00	7.00	1,035.80
06/23/2023	31688	06/17/2023	06/23/2023	40.00	3.13	-	281.65	2.00	8.00	1,029.80
06/30/2023	31693	06/24/2023	06/30/2023	46.00	3.13	-	284.78	2.00	3.00	1,028.80
06/09/2023	31652	06/03/2023	06/09/2023	46.00	3.13	-	287.92	2.00	8.00	1,022.80
				246.00	15.67	0.00	287.92	10.00	29.00	1,022.80

Quinn, William M.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance
06/01/2023	31645	05/27/2023	06/02/2023	40.00	3.13	-	156.37	2.00	8.00	276.50
06/15/2023	31680	06/10/2023	06/16/2023	46.00	3.13	-	159.50	2.00	3.50	275.00
06/22/2023	31684	06/10/2023	06/16/2023	55.00	3.13	-	162.63	2.00	-	277.00
06/30/2023	31694	06/24/2023	06/30/2023	40.00	3.13	-	165.77	2.00	2.50	276.50
06/09/2023	31653	06/03/2023	06/09/2023	40.00	3.13	-	168.90	2.00	-	278.50
				221.00	15.67	0.00	168.90	10.00	14.00	278.50

Richburg, Margaret A.

Date	Chk Num	Period Start	Period End	Hours	Vac Accrued	Vac Used	Vac Balance	Sick Accrued	Sick Used	Sick Balance
06/01/2023	31646	05/27/2023	06/02/2023	40.00	3.13	-	41.47	2.00	-	1.00
06/15/2023	31681	06/12/2023	06/16/2023	40.00	3.13	4.00	40.60	2.00	2.00	1.00
06/23/2023	31689	06/19/2023	06/23/2023	40.00	3.13	2.00	41.73	2.00	2.00	1.00
06/29/2023	31692	06/26/2023	06/30/2023	24.00	3.13	16.00	28.87	2.00	-	3.00
06/09/2023	31654	06/03/2023	06/09/2023	40.00	3.13	3.00	29.00	2.00	5.00	-
				184.00	15.67	25.00	29.00	10.00	9.00	0.00

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Pipeline Progress Report June, 2023

W3C is officially formed as of last week and its first official meeting will be on Wednesday, July 19th in Bronson's Cobb Building (660 East Hathaway Ave). It is a publicly advertised meeting, so anyone can attend.

W3C board members are Joe Hand (Cedar Key), Robert Partin (Bronson) and Zim Padgett (Otter Creek). The purpose of the meeting is to elect a board chair/vice chair/secretary-treasurer, adopt a regular meeting schedule, discuss possible funding sources, and adopt an interim budget for the remainder of the fiscal year.

An interesting meeting was held Wednesday, July 5th with Joe Hand, James McCain and Greg Lang. There is the possibility of obtaining a ~\$50 million grant from the federal government for the W3C project. Approximately 45 grants will be distributed in the US and a letter of intent is due on August 21. Greg also suggested setting up an engineering consulting team for W3C to attend each meeting and handle the more complicated issues(funding, land acquisition/survey, government interactions, etc.). An RFQ would be needed from W3C to advertise for an engineering team.

