

TAYLOR COASTAL WATER & SEWER DISTRICT
18820 BEACH ROAD
PERRY, FLORIDA 32348
Phone/Fax: (850) 578-3043
www.tcwsd.org

REGULAR COMMISSION MEETING AGENDA
Tuesday, February 27, 2018
3:00 p.m.

1. Meeting called to order and a quorum established
2. Prayer and the Pledge of Allegiance to the Flag
3. Welcome guests and open floor for comments for non-agendaed items
4. Approval of Minutes from the regular commission meeting January 23, 2018
5. Staff and Committee Reports
 - a. Director's Report – Lynette Senter
 - b. Other Assistant Office Manager Items- Lynette Senter
 - c. Financial Reports – Diane Carlton
 - d. Other Office Manager Items – Diane Carlton
6. New Business
 - a. Rules and Regulations Review
 - b. Board Member Application
7. Old Business
 - a. Update on Hurricane Hermine repairs expenses and Public Assistance from the Federal Emergency Management Agency and the State of Florida
 - b. Update on EPA Grant # XP 00D45516 Congressionally Mandated Project (Waste Water Equipment Purchases) - Diane Carlton
 - c. Update on the status of the Search Grant Application and the EPA grant application for Water Improvements
 - d. Wager Vent Project Update
8. Closing Remarks Commissioners/Staff
9. Motion to Adjourn

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MINUTES OF REGULAR COMMISSION MEETING

January 23, 2018 3:00 p.m.

1. The meeting was held at the District Building at 3:00 PM on January 23, 2018 present were: Commissioners Lynn Aibejeris, Steve Brown, Nancy Geohagan, Gennie Malone and Benjye Tuten. TCW&SD STAFF present were: Diane Carlton and Lynette Senter. Chairman Aibejeris called the meeting to order at 3:00 p.m. and declared a quorum present.
2. Commissioner Steve Brown led in prayer and the pledge of allegiance to the flag.
3. There were no guests present.
4. Approval of minutes for the regular commission meeting December 12, 2017. Chairman Aibejeris asked if everyone had reviewed the minutes and if there was a motion to approve. **Commissioner Malone made a motion to accept the minutes as presented. Commissioner Geohagan offered a second. Chairman Aibejeris asked for further discussion. There was none. By unanimous vote the motion was approved.**
5. **Staff and Committee Reports**
 - a. **Director Report – Lynette Senter** - Lynette reported the Water and Sewer sales for December were just over the budgeted amount. There were 3 past due customers. One of those accounts has been disconnected. John Morris of Cedar Island purchased a non-potable water meter. The adjustments for the month totaled 19 resulting in adjustment income of \$7.34. There were no questions from the commissioners. **Chairman Aibejeris asked for a motion to accept the report. Commissioner Malone made a motion to accept the Director’s Report as presented. Commissioner Tuten offered a second. Chairman Aibejeris called for further discussion. There was none. By unanimous vote the motion was approved.**
 - b. **Other Assistant Office Manager Items - Lynette Senter – None.**
 - c. **Financial Reports –Diane Carlton –** Diane reported that water and sewer sales for the month of December 2017 were \$44,582.49. Total expenses were \$24,789.49. We received \$163,011.47 in other income which included \$162,417.20 received for reimbursement of Hurricane Hermine expenses, \$483.46 in interest income and \$110.81 in customer repairs.. The net income for the month was \$182,804.47. The exception expense items for the month included \$38,000 for wager vent kits and \$18,000 for twelve new grinder pumps. A copy of the December 2017 balance sheet was presented to the commissioners. There were no questions from the commissioners. Chairman Aibejeris called for a motion to accept the Financial Report as given. **Commissioner Brown made a motion to accept the Financial Reports as given. Commissioner Geohagan offered a second. Chairman Aibejeris called for further discussion. There was none. By unanimous vote the motion was approved.**
 - d. **Other Office Manager Items-Diane Carlton -None**
6. **New Business**
 - a. Policy 2018-1 Print, Copy and Fax Policy was presented to the board by Lynette for approval. The policy sets the fees that the district will charge for printing, copying and faxing. In the past the district has never charged for these services, however due to an increase of people requesting these services the District staff is requesting the board approve the nominal fees as presented in the policy. **Chairman Aibejeris asked if there were any questions. There was none. Commissioner Malone made a motion accept the policy as presented. Commissioner Geohagan offered a second. The motion was approved by unanimous vote.**
 - b. Policy 2018-02 Building Usage Policy & Procedures for Community Events and Meetings. Lynette Senter presented the policy for approval. After discussion. **Chairman Aibejeris asked for a motion.**

TAYLOR COASTAL WATER & SEWER DISTRICT
MINUTES OF REGULAR COMMISSION MEETING

Page 2 of 2

Commissioner Geohagan made a motion to accept the policy as presented. Commissioner Malone offered a second. Chairman Aibejeris called for further discussion. There was none. By unanimous vote the motion was approved.

- c. Office Manager Diane Carlton reminded Commissioners Brown, Malone and Tuten that their board term would expire in May 2018. She asked if they would be willing to serve another term. All three Commissioners stated they would like to be reappointed for another term. Diane advised she would place the request on the Taylor County Board of County Commissioners board agenda for their meeting in March requesting approval for all to serve another term.

7. **Old Business**

- a. Update on Hurricane Hermine repairs, expenses and Public Assistance from the Federal Emergency Management Agency and the State of Florida - Diane reported that we have received two checks totaling \$162,417.20 on 12-4-17 and we still have invoices to submit by 3-31-18 to be considered for reimbursement. We have had no news on monies for the mitigation request for wagger vents.
- b. Update EPA Grant # XP 00D45516 Congressionally Mandated Project (Waste Water Equipment Purchase) We have applied for an extension so that we may use the remaining monies for the wagger vent purchases and it was approved for 3 months or until March 31, 2018. We should be billed by F.J. Nugent prior to March 2018 and be able to request that the remaining monies be reimbursed to us for purchase of the remaining number of wagger vents needed.
- c. Update on the Search Grant Application and EPA grant application for Water Improvements – The engineers is still working on the plans and specifications for the improvements. We received our 1st billing from them this month and will work with the state to be reimbursed for the expense.
- d. Wagger Vent Project Update – Diane reported that the field staff has not installed many during this month. She advised that she had spoke to Field Supervisor Ron Bennett and told him they must begin to work at completing this project prior to Hurricane Season 2018. The remainder of the vents needed have been ordered and expected to be delivered later this month.

8. **Closing Remarks Commissioners/Staff**

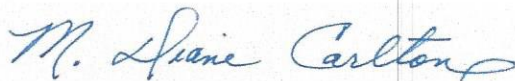
- a. The Commissioners expressed thanks to staff. There were no other comments.

9. **Motion to Adjourn**

Chairman Aibejeris requested a Motion to Adjourn. Commissioner Malone made a motion to adjourn the meeting. Commissioner Geohagan offered second. The meeting adjourned at 4:21 P.M.

Board Actions:

1. Approval of the minutes of the December 12, 2017 regular Board Meeting
2. Approval of the December 2017 Directors Report
3. Approval of the December 2017 Financial Reports



BY: M. Diane C. Carlton, Recording Secretary
Taylor Coastal Water and Sewer District

Directors Report

Taylor Coastal Water & Sewer Distr

Water Sold This Month

845,000 Gallons

	Amount (\$)	# Of Accounts
Total Water	15,891.78	501
Total Sewage	22,847.58	481
Total Grinder Pump Fee	5,937.48	479
Total LATE FEE	281.34	34
Total Adjustments	-219.85	10
Total Current Charges	44,738.33	501

Amount Past Due 1-30 Days	1,887.17	20
Amount Past Due 31-60 Days	266.20	2
Amount Past Due Over 60 Days	169.15	1
Amount Of Overpayments/Prepayments	-19,412.15	145
Total Receivables	27,648.70	435

Total Receipts On Account	53,247.68	462
Net Change in Memberships	1,000.00	1
Amount of All Memberships	217,570.00	431
Amount of All Deposit 2	4,500.00	6
Turned Off Accounts (Amount Owed)	-217.23	138
Collection Accounts (Amount Owed)	-217.23	123
Number Of Unread (Turned On) Meters		
Average Usage For Active Meters	1,628	519
Average Water Charge For Active Meters	31.72	501

Usage Groups	Gallons	# Of Accounts	Usage	Gallons	% Of Usage	% Of Sales
Over 50,000		0		0	0.00	0.00
40,001-50,000		0		0	0.00	0.00
30,001-40,000		0		0	0.00	0.00
20,001-30,000		1		30,000	3.55	0.74
10,001-20,000		12		173,000	20.47	4.39
8,001-10,000		4		36,000	4.26	1.07
6,001-8,000		19		140,000	16.57	4.64
4,001-6,000		25		134,000	15.86	5.44
2,001-4,000		51		174,000	20.59	9.73
1-2,000		119		158,000	18.70	22.58
Zero Usage		288		0	0.00	51.41
Total Meters		519		845,000	100.00	100.00

Directors Report

Taylor Coastal Water & Sewer Distr

Monthly Reconciliation

Ending Receivables (Last Month)		36,158.05
Sales this Month	+	44,958.18
Adjustments this Month		-219.85
Less Payments this Month	-	53,247.68
	=	<u>27,648.70</u>
Total Receivables		27,648.70
Ending Memberships (Last Month)		219,570.00
Changes this Month		1,000.00
	=	<u>220,570.00</u>
Total Memberships		222,070.00

PAST DUE LIST

Taylor Coastal Water & Sewer Distr

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
250	3 BLAND, JAMES	93.87	87.26	21.13		250.00 12/19/17	202.26
369	3 GIPSON, RACHEL		382.00	245.07	169.15	205.00 10/23/17	796.22
Total Receivables:		93.87		266.20			
Accounts Listed:			469.26		169.15		\$998.48

All Customers Age 2 Accounts

Taylor Coastal Water & Sewer Dist.

CHANGES IN MEMBERSHIP

Taylor Coastal Water & Sewer Distr

Acct #	Name	Service Address	Deposit #	Reason	Previous Date	New Amount	Date	Changed
646	LINN, JAMES	GOOD TIMES DRIVE	1	New Membership	\$0.00	\$1,000.00	1/23/2018	\$1,000.00
1	Accounts using code for	New Membership			0	Accounts using code for New Deposit		
0	Accounts using code for	Membership Increase			0	Accounts using code for Increase Deposit		
0	Accounts using code for	Apply to Balance			0	Accounts using code for Apply to Balance		
0	Accounts using code for	Refund			0	Accounts using code for Refund		
0	Accounts using code for	Other			0	Accounts using code for Other		
0	Accounts using code for	Transfer			0	Accounts using code for Transfer		
	Net Change:							0.00

All Customers
Taylor Coastal Water & Sewer Dist.

ADJUSTMENTS

Wednesday, January 31, 2018

4:14:01PM

1/31/2018

Page 1 of 1

Taylor Coastal Water & Sewer

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
220	MILLER, WILLIAM & URSU	1	(\$36.12)		1/4/18
	1 Total Adjustments	(\$36.12)	For Adjustment 1		
9	BROWN, STEVE	9	\$85.34	mdcc	1/29/18
Acct # 49	Julia Murrah pst to acct in error				
49	MURRAH, JULIA	9	(\$93.87)	mdcc	1/29/18
	85.34 posted to Acct 9 1-10-18+ Late fee credit				
	2 Total Adjustments	(\$8.53)	For Adjustment 9		
339	HUTCHINS, KENNETH	10	(\$124.64)	LTS	1/23/18
	Leak at Meter				
406	CULLEN, GEORGE	10	(\$17.75)	mdcc	1/9/18
	GP continually running due to a check valve proble				
	2 Total Adjustments	(\$142.39)	For Adjustment 10		
150	MADISON, JASON & SAMA	13	(\$27.96)	LTS	1/23/18
NP 5,000					
181	SADOUSKY, ROBERT	13	(\$6.99)	LTS	1/23/18
NP 1,000					
225	WILLIAMS, JAMES T. Jr.	13	(\$34.95)	LTS	1/23/18
NP 5,000					
	3 Total Adjustments	(\$69.90)	For Adjustment 13		
332	PADGETT, LESTER & INA	14	\$100.00	mdcc	1/24/18
	From Padgett to Mike/Lee McKinney				
	1 Total Adjustments	\$100.00	For Adjustment 14		
93	DAVIS, LAVONNE	31	(\$62.91)	MDCC	1/29/18
	1 Total Adjustments	(\$62.91)	For Adjustment 31		

- 1. (36.12) Adjustment for mis-read meter
- 9. (8.53) Data input error
- 10. (142.39) Other adjustment
- 13. (69.90) Non-potable water/second meter
- 14. 100.00 Transfer fee (chg of owner)
- 31. (62.91) SEWER CHARGE ADJ DUE FREEZE

10 Accounts 10 Total Adjustments (\$219.85)

All Customers

***** Taylor Coastal Water & Sewer Dist.

TAYLOR COASTAL WATER & SEWER DISTRICT
Profit & Loss Budget Performance
January 2018

	Jan 18	Budget	Oct '17 - Jan 18	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
ADJUSTMENTS, RVS BILLING	-219.85	0.00	-983.89	0.00	0.00
Grinder Pump Fee	5,937.48	5,825.00	23,562.42	23,300.00	69,900.00
LATE FEES, RVS	281.34	318.33	1,272.60	1,273.32	3,820.00
SEWAGE SALES	22,847.58	22,684.00	90,729.00	90,736.00	272,208.00
WATER CONNECTION FEE (RVS MEMBERSHIP)	1,000.00	0.00	2,300.00	0.00	2,000.00
WATER SALES	15,891.78	15,276.00	63,675.05	61,104.00	183,312.00
Total Income	45,738.33	44,103.33	180,555.18	176,413.32	531,240.00
Gross Profit	45,738.33	44,103.33	180,555.18	176,413.32	531,240.00
Expense					
FORD F-150 TRUCK PAYMENT	0.00	0.00	28,259.57	0.00	0.00
FORD F-150 PICKUP PAYMENTS	0.00	0.00	4,398.33	0.00	0.00
FINES	0.00	0.00	0.00	0.00	0.00
Reconciliation Discrepancies	0.00	0.00	0.00	0.00	0.00
ACCOUNTING	0.00	0.00	0.00	0.00	8,238.00
ADVERTISING	0.00	0.00	0.00	0.00	1,000.00
BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
BANK CHARGES/SERVICE CHARGES	24.95	25.00	164.27	100.00	300.00
COMPUTER/SERVICE, SOFTWARE	56.91	0.00	2,015.62	0.00	3,500.00
DUES & SUBSCRIPTIONS	380.90	0.00	415.90	0.00	700.00
ENGINEERING SERVICES	0.00	0.00	0.00	0.00	1,500.00
FINANCE CHGL/ATE FEE	0.00	0.00	0.00	0.00	0.00
FREIGHT	42.48	0.00	365.75	0.00	1,000.00
GAS/OIL/DIESEL	160.21	500.00	651.41	2,000.00	6,000.00
INSURANCE					
INLAND MARINE	0.00	0.00	0.00	0.00	228.00
AUTO	0.00	0.00	684.00	0.00	1,598.00
BONDS, Comm/Emp Dis/D&O Lia	285.00	0.00	648.00	463.00	2,652.00
GENERAL LIABILITY INS.	0.00	0.00	0.00	0.00	1,830.00
POLLUTION (MWTP DIESEL TANK)	0.00	0.00	666.00	664.00	664.00
PROPERTY INSURANCE	0.00	0.00	0.00	0.00	1,716.00
Total INSURANCE	285.00	0.00	1,998.00	1,127.00	8,688.00
INTEREST EXPENSE - RURAL DEV (USDA-RD)	4,698.05	4,780.65	18,640.64	18,968.38	56,288.27
LANDSCAPING & DESIGN	0.00	0.00	0.00	0.00	500.00
LEGAL/PROFESSIONAL FEES	0.00	250.00	1,201.50	1,000.00	3,000.00
LICENSES & PERMITS	0.00	0.00	175.00	450.00	2,400.00
MISCELLANEOUS EXPENSE	0.00	0.00	437.34	0.00	0.00
MOWING	0.00	0.00	0.00	0.00	1,300.00
OFFICE EXPENSE	125.00	291.67	1,502.39	1,166.68	3,500.00
PERSONNEL EXPENSE					
EDUCATION/CONFERENCE EXPENSE	105.00	0.00	105.00	400.00	1,200.00
RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)	897.05	908.75	3,569.66	3,635.00	10,905.00
SALARIES & WAGES-WTR & WW OP	7,249.95	7,395.75	28,995.80	29,583.00	88,749.00
SALARIES & WAGES-ADMINISTRATIVE	4,076.44	4,076.50	16,292.52	16,306.00	48,918.00
TAXES-PAYROLL	866.48	877.83	3,464.54	3,511.32	10,534.00
TRAVEL/MILEAGE	0.00	100.00	0.00	400.00	1,200.00
WORKERS COMPENSATION INSURANCE	0.00	0.00	0.00	0.00	3,900.00
PERSONNEL EXPENSE - Other	0.00	0.00	187.67	0.00	0.00
Total PERSONNEL EXPENSE	13,194.92	13,358.83	52,615.19	53,835.32	165,406.00

TAYLOR COASTAL WATER & SEWER DISTRICT
Profit & Loss Budget Performance
January 2018

	Jan 18	Budget	Oct '17 - Jan 18	YTD Budget	Annual Budget
POSTAGE	0.00	0.00	1,657.50	1,516.50	3,033.00
PROP/EQUIP UPGRADES - Dist Off	0.00	0.00	0.00	0.00	4,000.00
Repair Maintenance District Off	30.00	30.00	215.00	120.00	500.00
SAFETY EQUIPMENT	0.00	0.00	0.00	132.50	350.00
TAXES-OTHER	-6.16	0.00	-6.16	0.00	0.00
TELEPHONE	279.68	0.00	1,146.18	1,500.00	4,500.00
TRACTOR MAINTENANCE	0.00	0.00	90.40	150.00	600.00
UTILITIES (ELECTRICAL SERVICE)	2,191.37	2,341.67	8,219.15	9,366.68	28,100.00
VEHICLE MAINTENANCE	791.52	0.00	3,440.70	300.00	1,200.00
WASTEWATER DEPARTMENT					
Hurricane Hermine Expenses	94,775.00	0.00	132,951.85	0.00	0.00
NEW PUMP PURCHASE DISTRICT	0.00	4,500.00	27,000.00	18,000.00	54,000.00
GP INSTALLATION EXPENSES	0.00	0.00	13,864.00	0.00	12,000.00
GRINDER PUMP REPAIR ACCOUNT	7,063.96	1,325.00	8,475.04	5,300.00	15,900.00
EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	0.00
CHEMICALS, SEWER	194.00	0.00	352.72	0.00	1,500.00
GROUNDWATER MONITORING, WWTP	0.00	2,000.00	94.12	2,200.00	5,000.00
LAB TESTING/SUPPLIES, SEWER	335.00	216.67	553.65	866.68	2,600.00
REPAIR/MAINTENANCE, SEWER	40,618.30	2,646.00	41,898.30	10,584.00	31,752.00
REPLACEMENT PARTS, SEWER	158.10	0.00	412.35	0.00	7,500.00
SLUDGE HAULING	0.00	0.00	0.00	0.00	7,100.00
SUPPLIES/SMALL TOOLS, SEWER	184.87	0.00	266.86	0.00	800.00
SYSTEM/PLANT UPGRADES, SEWER	17.91	0.00	17.91	0.00	0.00
Total WASTEWATER DEPARTMENT	143,347.14	10,687.67	225,886.80	36,950.68	138,152.00
WATER DEPARTMENT					
Hurricane Hermine Expenses	0.00	0.00	0.00	0.00	0.00
CHEMICALS, WATER	61.25	125.00	227.50	500.00	1,500.00
LAB TESTING/SUPPLIES, WATER	140.00	333.00	420.00	1,332.00	4,000.00
REPAIR/MAINTENANCE, WATER	0.00	417.00	1,522.25	1,668.00	5,000.00
REPLACEMENT PARTS, WATER	0.00	250.00	1,989.23	1,000.00	3,000.00
SUPPLIES/SMALL TOOLS, WATER	107.95	67.00	107.95	264.00	800.00
SYSTEM/PLANT UPGRADES, WATER	0.00	0.00	0.00	0.00	0.00
TANK MAINTENANCE, WATER	0.00	0.00	4,554.22	4,102.90	7,140.00
Total WATER DEPARTMENT	309.20	1,192.00	8,831.15	8,866.90	21,440.00
Total Expense	165,911.17	33,832.49	362,321.63	137,550.64	465,196.27
Net Ordinary Income	-120,172.84	10,270.84	-181,766.45	38,862.68	66,044.73
Other Income/Expense					
State of Florida Public Assist (Reimbursement of Hurricane Hermine Expenses)	0.00	0.00	162,417.20	0.00	0.00
CAPITAL GRANT - EPA GRANT REVENUE	20,900.00	0.00	20,900.00	0.00	0.00
CAPITAL GRANT_USDA-RD GRANT REV	0.00	0.00	19,525.00	0.00	12,000.00
CUSTOMER GRINDER PUMP SALES	6,000.00	0.00	6,000.00	0.00	0.00
INTEREST INCOME	2.52	0.00	489.40	0.00	0.00
LABOR/PARTS, CUST REPAIR	0.00	0.00	110.81	0.00	0.00
MISCELLANEOUS INCOME	30.00	0.00	530.00	0.00	0.00
NEW LOT WATER SERVICE FEE	0.00	0.00	0.00	0.00	0.00
Total Other Income	26,932.52	0.00	209,972.41	0.00	12,000.00
Other Expense					

12:07 PM

02/21/18

Accrual Basis

TAYLOR COASTAL WATER & SEWER DISTRICT Profit & Loss Budget Performance

January 2018

	Jan 18	Budget	Oct '17 - Jan 18	YTD Budget	Annual Budget
EMPLOYEE VACCINATION EXPENSE	0.00	0.00	89.00	0.00	0.00
Total Other Expense	0.00	0.00	89.00	0.00	0.00
Net Other Income	26,932.52	0.00	209,883.41	0.00	12,000.00
Net Income	-93,240.32	10,270.84	28,116.96	38,862.68	78,044.73

TAYLOR COASTAL WATER & SEWER DISTRICT
EXPENSE BREAKDOWN
 January 2018

Date	Num	Name	Memo	Amount
BANK CHARGES/SERVICE CHARGES				
01/03/2018	EFT	PAY CLIX	Monthly Fee	24.95
Total BANK CHARGES/SERVICE CHARGES				24.95
COMPUTER/SERVICE,SOFTWARE				
01/05/2018		FAIRPOINT COMMUNICATIO...	Internet Service District Office	40.92
01/26/2018		BLUEHOST, Inc	Domain Name Registration: ...	15.99
Total COMPUTER/SERVICE,SOFTWARE				56.91
DUES & SUBSCRIPTIONS				
01/01/2018	45243	FL RURAL WATER	FL RURAL WATER 2018 M...	190.45
01/01/2018	45243	FL RURAL WATER	FL RURAL WATER 20187 ...	190.45
Total DUES & SUBSCRIPTIONS				380.90
FREIGHT				
01/05/2018	90232	LANIER MUNICIPAL SUPPLY ...	Lanier Municipal Suppy Co., ...	13.48
01/08/2018	4209725	HAWKINS, INC	Fuel Surcharge Hawkins, Inc	12.00
01/08/2018	4209726	HAWKINS, INC	Fuel Surcharge Hawkins, Inc	12.00
01/11/2018		NATIONAL NOTARY ASSOCI...	NOTARY RENEWAL LYNE...	5.00
Total FREIGHT				42.48
GAS/OIL/DIESEL				
01/15/2018		MURPHY USA	Fuel for Chevrolet Service Tr...	68.31
01/19/2018		KEATON BEACH GAS & GRILL	Fuel for Ford Service Truck ...	37.25
01/29/2018		WALTER B'S	Fuel for Chevrolet Service Tr...	54.65
Total GAS/OIL/DIESEL				160.21
INSURANCE				
BONDS, Comm/Emp Dis/D&O Lia				
01/04/2018	6413	STOUTAMIRE-PAVLIK & ASS...	2 Year Commissioner Bond ...	185.00
01/17/2018		STOUTAMIRE-PAVLIK & ASS...	1 year Bond Renewal Harve...	100.00
Total BONDS, Comm/Emp Dis/D&O Lia				285.00
Total INSURANCE				285.00
INTEREST EXPENSE - RURAL DEV (USDA-RD)				
01/31/2018	RD Inter...		January 2018	4,698.05
Total INTEREST EXPENSE - RURAL DEV (USDA-RD)				4,698.05
OFFICE EXPENSE				
01/11/2018		NATIONAL NOTARY ASSOCI...	NOTARY RENEWAL LYNE...	125.00
Total OFFICE EXPENSE				125.00
PERSONNEL EXPENSE				
EDUCATION/CONFERENCE EXPENSE				
01/05/2018		FL RURAL WATER	Registration Fee FRW Class...	35.00
01/05/2018		FL RURAL WATER	Registration Fee FRW Class...	35.00
01/05/2018		FL RURAL WATER	Registration Fee FRW Class...	35.00
Total EDUCATION/CONFERENCE EXPENSE				105.00
RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)				
01/02/2018	5415	ADAMS, DOUGLAS E		113.49
01/02/2018	5416	BENNETT, RONALD A		323.79
01/02/2018	5417	CARLTON, MYREETHA DIAN...		171.95
01/02/2018	5418	MORGAN, DAVID L.		136.92
01/02/2018	5419	SENER, LYNETTE T		150.90
Total RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)				897.05
SALARIES & WAGES-WTR & WW OP				
01/02/2018	5415	ADAMS, DOUGLAS E		1,133.00
01/02/2018	5415	ADAMS, DOUGLAS E		300.00
01/02/2018	5415	ADAMS, DOUGLAS E		0.00

TAYLOR COASTAL WATER & SEWER DISTRICT EXPENSE BREAKDOWN

02/21/18

January 2018

Accrual Basis

Date	Num	Name	Memo	Amount
01/02/2018	5416	BENNETT, RONALD A		3,788.20
01/02/2018	5416	BENNETT, RONALD A		300.00
01/02/2018	5416	BENNETT, RONALD A		0.00
01/02/2018	5417	CARLTON, MYREETHA DIAN...		0.00
01/02/2018	5418	MORGAN, DAVID L.		1,301.21
01/02/2018	5418	MORGAN, DAVID L.		127.54
01/02/2018	5418	MORGAN, DAVID L.		0.00
01/02/2018	5418	MORGAN, DAVID L.		300.00
01/02/2018	5418	MORGAN, DAVID L.		0.00
Total SALARIES & WAGES-WTR & WW OP				7,249.95
SALARIES & WAGES-ADMINISTRATIVE				
01/02/2018	5416	BENNETT, RONALD A		0.00
01/02/2018	5417	CARLTON, MYREETHA DIAN...		1,871.12
01/02/2018	5417	CARLTON, MYREETHA DIAN...		300.00
01/02/2018	5417	CARLTON, MYREETHA DIAN...		0.00
01/02/2018	5417	CARLTON, MYREETHA DIAN...		0.00
01/02/2018	5418	MORGAN, DAVID L.		0.00
01/02/2018	5419	SENER, LYNETTE T		1,605.32
01/02/2018	5419	SENER, LYNETTE T		300.00
01/02/2018	5419	SENER, LYNETTE T		0.00
01/02/2018	5419	SENER, LYNETTE T		0.00
Total SALARIES & WAGES-ADMINISTRATIVE				4,076.44
TAXES-PAYROLL				
01/02/2018	5415	ADAMS, DOUGLAS E		0.00
01/02/2018	5415	ADAMS, DOUGLAS E		88.85
01/02/2018	5415	ADAMS, DOUGLAS E		20.78
01/02/2018	5415	ADAMS, DOUGLAS E		0.00
01/02/2018	5416	BENNETT, RONALD A		253.47
01/02/2018	5416	BENNETT, RONALD A		59.28
01/02/2018	5416	BENNETT, RONALD A		0.00
01/02/2018	5417	CARLTON, MYREETHA DIAN...		134.61
01/02/2018	5417	CARLTON, MYREETHA DIAN...		31.48
01/02/2018	5418	MORGAN, DAVID L.		107.18
01/02/2018	5418	MORGAN, DAVID L.		25.07
01/02/2018	5419	SENER, LYNETTE T		118.13
01/02/2018	5419	SENER, LYNETTE T		27.63
Total TAXES-PAYROLL				866.48
Total PERSONNEL EXPENSE				13,194.92
Repair Maintenance District Off				
01/09/2018	746589	MESSICK PEST CONTROL	Monthly Pest Control Dece...	30.00
Total Repair Maintenance District Off				30.00
TAXES-OTHER				
01/25/2018		INTUIT	Sales Tax Refund	-6.16
Total TAXES-OTHER				-6.16
TELEPHONE				
01/02/2018	5415	ADAMS, DOUGLAS E		0.00
01/02/2018	5416	BENNETT, RONALD A		-32.54
01/05/2018		FAIRPOINT COMMUNICATIO...	Auto-Dialer WWTP (578-20...	0.00
01/05/2018		FAIRPOINT COMMUNICATIO...	WTP (578-2080)	45.29
01/05/2018		FAIRPOINT COMMUNICATIO...	WWTP (578-2474)	45.29
01/05/2018		FAIRPOINT COMMUNICATIO...	District Office (578-3043)	69.02
01/05/2018		FAIRPOINT COMMUNICATIO...	Usage Charges WWTP (578...	0.00
01/05/2018		FAIRPOINT COMMUNICATIO...	Usage Charges District Offic...	4.32
01/09/2018		VERIZON WIRELESS	Shelf Phone- 843-1341	-4.64
01/09/2018		VERIZON WIRELESS	Shelf Phone 843-1917	0.22
01/09/2018		VERIZON WIRELESS	David Morgan - 843-7613	12.15
01/09/2018		VERIZON WIRELESS	Ronald Bennett - 843-7621	140.35
01/09/2018		VERIZON WIRELESS	Shelf Phone 843-7626	0.22

TAYLOR COASTAL WATER & SEWER DISTRICT
EXPENSE BREAKDOWN
January 2018

02/21/18

Accrual Basis

Date	Num	Name	Memo	Amount
Total TELEPHONE				279.68
UTILITIES (ELECTRICAL SERVICE)				
01/23/2018	86275	TRI-COUNTY ELECTRIC, INC.	well	390.00
01/23/2018	86275	TRI-COUNTY ELECTRIC, INC.	pumping station	30.77
01/23/2018	86275	TRI-COUNTY ELECTRIC, INC.	District Office	182.91
01/23/2018	86275	TRI-COUNTY ELECTRIC, INC.	Lift Station #2 Grackle	68.61
01/23/2018	86275	TRI-COUNTY ELECTRIC, INC.	WWTP	1,307.02
01/23/2018	86275	TRI-COUNTY ELECTRIC, INC.	Lift Station #1 Boat Ramp	97.04
01/23/2018	86275	TRI-COUNTY ELECTRIC, INC.	Storage Trains	30.77
01/23/2018	86275	TRI-COUNTY ELECTRIC, INC.	WW O&M	84.25
Total UTILITIES (ELECTRICAL SERVICE)				2,191.37
VEHICLE MAINTENANCE				
01/15/2018	006531	THOMAS CHEVROLET	Lube Oil & Filter odometer r...	72.92
01/15/2018	151975	YARBROUGH TIRE COMPAN...	4 Tires 2 \$164.95 each	659.80
01/15/2018	151975	YARBROUGH TIRE COMPAN...	4 valve stem @ \$1.00 each	4.00
01/15/2018	151975	YARBROUGH TIRE COMPAN...	Balance of tires @ \$10.95 e...	43.80
01/15/2018	151975	YARBROUGH TIRE COMPAN...	tire disposal fee	7.00
01/15/2018	151975	YARBROUGH TIRE COMPAN...	Florida Waste Fee	4.00
Total VEHICLE MAINTENANCE				791.52
WASTEWATER DEPARTMENT				
Hurricane Hermine Expenses				
01/31/2018	9817	F.J. NUGENT & ASSOCIATES...	43 Wager 2100 Vents @ \$2...	9,030.00
01/31/2018	9817	F.J. NUGENT & ASSOCIATES...	17 Sch 80 PVC Nipples @ \$...	170.00
01/31/2018	9817	F.J. NUGENT & ASSOCIATES...	26 Sch 80 PVC Nipples @ \$...	260.00
01/31/2018	9817	F.J. NUGENT & ASSOCIATES...	26 Cover Kit Replacement f...	4,160.00
01/31/2018	9817	F.J. NUGENT & ASSOCIATES...	17 LA-200 Vent @ \$35.00 e...	595.00
01/31/2018	9816	F.J. NUGENT & ASSOCIATES...	212 Wager 200 Vent @ \$21...	44,520.00
01/31/2018	9816	F.J. NUGENT & ASSOCIATES...	212 Sch 80 PVC Nipples @ ...	2,120.00
01/31/2018	9816	F.J. NUGENT & ASSOCIATES...	212 Cover Kit Replacement ...	33,920.00
Total Hurricane Hermine Expenses				94,775.00
GRINDER PUMP REPAIR ACCOUNT				
01/05/2018	9706	F.J. NUGENT & ASSOCIATES...	6 Simplex Sentry Alarm Pan...	2,004.00
01/05/2018	9706	F.J. NUGENT & ASSOCIATES...	8 Simplex Sentry Alarm Pan...	3,337.20
01/15/2018	9755	F.J. NUGENT & ASSOCIATES...	Grinder Pump Repair SN W...	176.38
01/15/2018	9755	F.J. NUGENT & ASSOCIATES...	Grinder Pump Repair SN W...	496.64
01/15/2018	9754	F.J. NUGENT & ASSOCIATES...	Grinder Pump Repair SN W...	175.66
01/15/2018	9754	F.J. NUGENT & ASSOCIATES...	Grinder Pump Repair SN W...	175.66
01/15/2018	9754	F.J. NUGENT & ASSOCIATES...	Grinder Pump Repair SN W...	175.66
01/15/2018	9754	F.J. NUGENT & ASSOCIATES...	Grinder Pump Repair SN W...	175.66
01/15/2018	9754	F.J. NUGENT & ASSOCIATES...	Grinder Pump Repair SN W...	177.10
01/25/2018		RON'S ELECTRICAL SERVICE	Repairs to Customer Leaha...	170.00
Total GRINDER PUMP REPAIR ACCOUNT				7,063.96
CHEMICALS, SEWER				
01/08/2018	4209725	HAWKINS, INC	80 gallons @ \$1.75 cents pe...	140.00
01/11/2018		WAL MART	Chlorine Tablets	54.00
Total CHEMICALS, SEWER				194.00
LAB TESTING/SUPPLIES, SEWER				
01/02/2018	352755	FLOWERS CHEMICAL LABO...	CBOD TSS	45.00
01/02/2018	352755	FLOWERS CHEMICAL LABO...	CBOD TSS FCol QT	75.00
01/02/2018	352755	FLOWERS CHEMICAL LABO...	NO2 & NO3	30.00
01/02/2018	352755	FLOWERS CHEMICAL LABO...	Pickup fee and vehicle surch...	20.00
01/24/2018	354906	FLOWERS CHEMICAL LABO...	CBOD TSS	45.00
01/24/2018	354906	FLOWERS CHEMICAL LABO...	CBOD TSS FCol-QT	75.00
01/24/2018	354906	FLOWERS CHEMICAL LABO...	NO2	15.00
01/24/2018	354906	FLOWERS CHEMICAL LABO...	NO3(CR)	10.00
01/24/2018	354906	FLOWERS CHEMICAL LABO...	Pickup Fee & Vehicle Surch...	20.00
Total LAB TESTING/SUPPLIES, SEWER				335.00
REPAIR/MAINTENANCE, SEWER				

TAYLOR COASTAL WATER & SEWER DISTRICT
EXPENSE BREAKDOWN
January 2018

02/21/18

Accrual Basis

Date	Num	Name	Memo	Amount
01/02/2018	439506	UTILITY SERVICE CO., INC.	Interior & Exterior Renovaio...	39,830.50
01/15/2018	151975	YARBROUGH TIRE COMPAN...	2 tires for hand truck @ \$14...	29.90
01/31/2018	SE4103...	ANIXTER, INC	120V Starter	625.00
01/31/2018	SE4103...	ANIXTER, INC	Thermal Unit	132.90
Total REPAIR/MAINTENANCE, SEWER				40,618.30
REPLACEMENT PARTS, SEWER				
01/05/2018	90232	LANIER MUNICIPAL SUPPLY ...	12 1-1/4" PVC Threaded Sw...	153.60
01/11/2018	174262	RAGAN'S ACE HARDWARE	Electrical Supplies 30 @ .15...	4.50
Total REPLACEMENT PARTS, SEWER				158.10
SUPPLIES/SMALL TOOLS, SEWER				
01/11/2018		WAL MART	aerosol, hand soap, trash ba...	29.73
01/11/2018	174262	RAGAN'S ACE HARDWARE	Recip BLD 9"6 TPI	18.99
01/11/2018	174262	RAGAN'S ACE HARDWARE	Electric Tape 4 @ >99 each	3.96
01/11/2018	174262	RAGAN'S ACE HARDWARE	1/4x6" Slot	9.98
01/11/2018	174262	RAGAN'S ACE HARDWARE	Knife Util Retractable	15.96
01/11/2018	174262	RAGAN'S ACE HARDWARE	Customer # 2009	11.80
01/11/2018	174262	RAGAN'S ACE HARDWARE	Customer # 2009	3.90
01/23/2018	1479	ADAM'S SIGN & GRAPHIC DE...	Magnetic Signs for Vehicles	70.00
01/26/2018	174915	RAGAN'S ACE HARDWARE	HandCleaner	4.59
01/26/2018	174915	RAGAN'S ACE HARDWARE	Grease for Grease Gun 4 @...	15.96
Total SUPPLIES/SMALL TOOLS, SEWER				184.87
SYSTEM/PLANT UPGRADES, SEWER				
01/02/2018	1801-69...	STEINHATCHEE ACE HARD...	9 No Trespassing signs for ...	17.91
Total SYSTEM/PLANT UPGRADES, SEWER				17.91
Total WASTEWATER DEPARTMENT				143,347.14
WATER DEPARTMENT				
CHEMICALS, WATER				
01/08/2018	4209726	HAWKINS, INC	35 gallons Ultra-Chlor @ \$1...	61.25
Total CHEMICALS, WATER				61.25
LAB TESTING/SUPPLIES, WATER				
01/02/2018	352755	FLOWERS CHEMICAL LABO...	Pickup fee and vehicle surch...	20.00
01/19/2018	354909	FLOWERS CHEMICAL LABO...	Colilert-18 4 units @ \$25.00 ...	100.00
01/24/2018	354906	FLOWERS CHEMICAL LABO...	Pickup Fee & Vehicle Surch...	20.00
Total LAB TESTING/SUPPLIES, WATER				140.00
SUPPLIES/SMALL TOOLS, WATER				
01/10/2018		Amazon.com	1 BOX OF SHARPIE MAG...	37.95
01/23/2018	1479	ADAM'S SIGN & GRAPHIC DE...	Magnetic Signs for Vehicles	70.00
Total SUPPLIES/SMALL TOOLS, WATER				107.95
Total WATER DEPARTMENT				309.20
TOTAL				165,911.17

TAYLOR COASTAL WATER & SEWER DISTRICT

02/21/18

Balance Sheet

Accrual Basis

As of January 31, 2018

Jan 31, 18

ASSETS

Current Assets

Checking/Savings

OPERATING, SMALL BUSINESS CHKG (MAIN ACCOUNT, CHECKING)	302,582.73
SAVINGS, TCW&SD RESERVE ACCOUNT (BUSINESS SAVINGS)	
CAPITAL IMPROVEMENTS, MINOR	47,330.92
CONTINGENCY RESERVE	87,151.91
DEPRECIATION RESERVE-Major R&R (Major Repair/Replacement)	78,464.84
GRINDER PUMP REPAIR FEE	26,785.02
WATER SERVICE FEE, NEW LOTS	38,000.00
PAYMENTS, USDA-RD 91-03, TCU	13,219.60
DEBT RESERVE USDA-RD 91-03, TCU	25,521.00
PAYMENTS, USDA-RD 92-01, CONST.	16,200.00
DEBT RESERVE RD 92-01, CONST.	43,633.00
PAYMENTS, USDA-RD - PHASE II	17,824.38
DEBT RESERVE, USDA-RD-PHASE II	17,596.00
SAVINGS, TCW&SD RESERVE ACCOUNT (BUSINESS SAVINGS) - Other	5,494.55

Total SAVINGS, TCW&SD RESERVE ACCOUNT (BUSINESS SAVINGS) 417,221.22

Total Checking/Savings 719,803.95

Other Current Assets

PREPAID EXPENSES	6,498.00
INVENTORY	48,613.08
RVS - SYSTEM INCOME	42,172.55

Total Other Current Assets 97,283.63

Total Current Assets 817,087.58

Fixed Assets

2017 FORD F-150 PICKUP	23,518.22
Improvements	8,400.00
ACCUMULATED DEPRECIATION	-3,434,763.00
BUILDINGS	9,281.23
CIP, PHASE II WASTEWATER CONST	5,680.00
CUSTOMER PURCHASED GPs	262,129.82
EQUIPMENT	133,536.36
EXPANSION, 95.68 Acres, WWTP (From Foley Lands & Timber through Suwannee River Water ...	111,587.90
FIRE HYDRANTS from TCBC	10,700.00
LAND	167,749.00
OFFICE EQUIPMENT	5,275.93
PIPING, TANKS & WELLS	797,853.40
PUMPS & CONTROLS	27,407.72
WASTEWATER SYSTEM, PHASE I (Quality Plus Services contract 8/17/04; Start 9/1/2004; subst...	6,673,144.46
WATER EXPANSION 2002	28,328.02
WATER SYS EXPA, PRECOST 6/30/04	7,363.22
WATER SYSTEM EXPANSION	87,255.43
WWTP O&M SHOP/OFF BLDG. 07-08	56,959.74

Total Fixed Assets 4,981,407.45

TOTAL ASSETS 5,798,495.03

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

ACCOUNTS PAYABLE (990 line 60)	97,793.75
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Total Accounts Payable 97,793.75

Credit Cards

CARDMEMBER SERVICE (Capital City Bank Visa)	
CCB VISA-SEAN MURPHY-1682	808.23
CCB BUSINESS VISA-BENNETT-6125	19,160.45
CCB BUSINESS VISA-SENTER-1850	8,378.08
CCB BUSINESS VISA - CARL 2994	7,764.70

TAYLOR COASTAL WATER & SEWER DISTRICT
Balance Sheet
 As of January 31, 2018

	Jan 31, 18
CCB BUSINESS VISA - MORG 3018	2,615.94
CARDMEMBER SERVICE (Capital City Bank Visa) - Other	-38,200.68
Total CARDMEMBER SERVICE (Capital City Bank Visa)	526.72
Total Credit Cards	526.72
Other Current Liabilities	
TCWSD (TRUCK PAYMENT)	745.76
TREASURER STATE OF MAINE (DOUGLAS ADAMS CHILD SUPPORT PAYMENTS)	656.01
NET PENSION LIABILITY	49,466.00
Accrued Wages	10,117.76
ACCRUED INTEREST-RD	136,716.63
CUSTOMER OVERPAYMENTS	19,412.15
PAYROLL LIABILITIES	3,075.79
RETIREMENT PAYABLE	1,167.74
Total Other Current Liabilities	221,357.84
Total Current Liabilities	319,678.31
Long Term Liabilities	
DEFERRED OUTFLOWS	-55,682.00
CONTRACT PAYABLE-Belcher/Sawgra (Water Service Agreement of 2002)	16,000.00
N/P,RD 2005A BONDS,TCU 91-03 (USDA-RD Loan #91-03)	351,864.60
N/P,RD 2005B BONDS,Const. 92-01 (USDA-RD Loan #92-01)	596,000.00
N/P, RD 2011A BONDS, PH II WW	229,049.83
TAYLOR CNTY BCC - FRS REIMBUR	5,173.57
Total Long Term Liabilities	1,142,406.00
Total Liabilities	1,462,084.31
Equity	
Opening Bal Equity (QB account)	51,777.79
RETAINED EARNINGS	3,029,003.21
Unrestrict (retained earnings) (990 line 21 & 67)	1,227,512.76
Net Income	28,116.96
Total Equity	4,336,410.72
TOTAL LIABILITIES & EQUITY	5,798,495.03

TAYLOR COASTAL WATER AND SEWER DISTRICT
COMMISSIONER APPLICATION

NAME: Roger Weate MD
MAILING ADDRESS: 21567 Beach Rd
CITY: Perry STATE: FL ZIP CODE: 32348
HOME PHONE: 850 843 6508 (cell)
ALTERNATE PHONE: _____
EMAIL: 1
EMPLOYER: retired
JOB TITLE: _____

NUMBER OF YEARS RESIDING IN TAYLOR COUNTY: 3

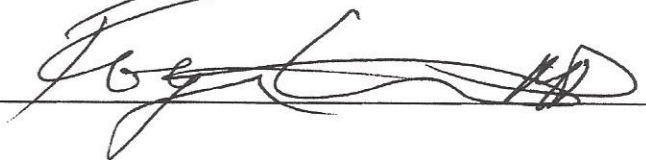
ARE YOU A REGISTERED VOTER IN TAYLOR COUNTY? YES NO

DO YOU OWN HOMESTEAD PROPERTY IN THE TCSWD SERVICES AREA? YES NO

EXPLAIN WHAT KNOWLEDGE OR INTEREST QUALIFIES YOU FOR CONSIDERATION FOR APPOINTMENT TO THIS BOARD.
ATTACH ADDITIONAL SHEETS IF NEEDED.

<u>Medical Doctor with background in chemistry</u>

"I do solemnly swear or affirm that I am a registered voter with the State of Florida and that I own real property within the boundaries of the Taylor Coastal Water and Sewer District as designated in Taylor County Ordinance No. 2000-10."

Signature: 

Received by TCWSD:	Received by BCC: <u>2/9/18</u>	Action Taken:
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