

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

REGULAR COMMISSION MEETING AGENDA
Tuesday, May 22, 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 April 24, 2018
5. Felicity Appel from Dewberry Preble-Rish to discuss Preliminary Engineering Report for the Water Improvement Project.
6. 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
7. New Business
 - a. Discuss service request for property owned by Bish Clark near Dark Island Boat Ramp
 - b. Discuss Field Assistant position
 - c. Discuss Meter Reading Contractor
8. 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
 - e. Rules & Regulations update for account transfer procedures to be presented for Board approval
9. Closing Remarks Commissioners/Staff
10. Motion to Adjourn

TAYLOR COASTAL WATER & SEWER DISTRICT

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MINUTES OF REGULAR COMMISSION MEETING

April 24, 2018 3:00 p.m.

1. The meeting was held at the District Building at 3:00 PM on April 24, 2018 present were: Commissioners Lynn Aibejeris, Steve Brown, Benjye Tuten, Gennie Malone, Roger Weste and Willi Huxford. Commissioner Nancy Geohagan was absent. 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. Felicity Appel with Dewberry Preble-Rish was the only guest present.
4. Felicity Appell of Dewberry-Preble-Rish spoke with the Board on the progress of the proposed water improvements project. She stated that she was putting the final touches on the project and would have reports for the District and all board members. The Board also discussed the possibility of Taylor County sharing the financial responsibility of providing water for firefighting capabilities.
5. Approval of minutes for the regular commission meeting March 27, 2018. 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 Huxford offered a second. Chairman Aibejeris asked for further discussion. There was none. By unanimous vote the motion was approved.**
6. **Staff and Committee Reports**
 - a. **Director Report – Lynette Senter** - Lynette reported the Water and Sewer sales for March were just over the budgeted amount. There were no turned off accounts and one new account. The adjustments for the month totaled \$417.17. There were no questions from the commissioners. **Chairman Aibejeris asked for a motion to accept the report. Commissioner Brown 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** – Our water audits for the past few months have shown an increase in our water loss percentage. Ron and David will be investigating for leaks. Account transfer procedures were discussed and will be updated in our Rules & Regulations and presented to the Board at the May meeting.
 - c. **Financial Reports –Diane Carlton** – Diane reported that water and sewer sales for the month of March 2018 were \$45,657.93. Total expenses were \$70,077.27. We received \$2,539.69 in other income. The net income for the month was (\$20,879.65). The exception expense items for the month included \$25,999.98 in expenses to Dewberry Preble-Rish for the proposed water improvements project. We have applied for reimbursement for these expenses through the State Revolving Grand Funds. A copy of the March 2018 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 Huxford made a motion to accept the Financial Reports as given. Commissioner Weste 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** – The Florida Retirement System employer contribution rate will be increasing from 7.9% to 8.26% in July. The trees that are close to District Office need to be removed to prevent damage from falling limbs and trees. Commissioner Tuten stated he would get a quote.

TAYLOR COASTAL WATER & SEWER DISTRICT
MINUTES OF REGULAR COMMISSION MEETING

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7. **New Business**

- a. Applications were reviewed and interviews have been scheduled for the new Field Assistant. Commissioner Brown and Commissioner Huxford will be attending as well as Ron Bennett and Lynette Senter.
- b. Property owned by Mitch Mitchell at Cedar Island has one water and sewer hookup but two residences. A previous customer had the same situation and the Board decided to apply the same solution which was to require another water service to be installed and a monthly payment for sewer services to be collected.
- c. The Board discussed the current employment for Ron Bennett. It was decided that the current contract would be allowed to expire and alternative arrangements would be made. An increase in hours worked per week will be required with compensation to remain the same.

8. **Old Business**

- a. Update on Hurricane Hermine repairs, expenses and Public Assistance from the Federal Emergency Management Agency and the State of Florida –we have requested an extension for processing of any further claims but have not yet been approved.
- b. Update EPA Grant # XP 00D45516 Congressionally Mandated Project (Waste Water Equipment Purchase) This grant is almost closed. The final draw has been applied for. We will have 90 days from March 31, 2018 to complete closeout documents and report required.
- c. Update on the Search Grant Application and EPA grant application for Water Improvements – The engineers will be providing the District and Board with final plans for review.
- d. Wager Vent Project Update – Field staff have completed most of the beaches area. Difficult installations are being worked on and should be completed by May 31, 2018.

9. **Closing Remarks Commissioners/Staff**

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

10. **Motion to Adjourn**

Chairman Aibejeris requested a Motion to Adjourn. Commissioner Geohagan made a motion to adjourn the meeting. Commissioner Malone offered second. The meeting adjourned at 5:30 P.M.

Board Actions:

1. Approval of the minutes of the March 27, 2018 regular Board Meeting
2. Approval of the March 2018 Directors Report
3. Approval of the March 2018 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

1,188,000 Gallons

Water Used for Fire and Flushing Line

15,000 Gallons

	Amount (\$)	# Of Accounts
Total Water	17,136.15	503
Total Sewage	24,401.61	484
Total Grinder Pump Fee	5,974.98	482
Total LATE FEE	129.03	15
Total Adjustments	-317.27	14
Total Current Charges	47,324.50	503
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Amount Past Due 1-30 Days	1,038.97	16
Amount Past Due 31-60 Days	0.00	
Amount Past Due Over 60 Days	0.00	
Amount Of Overpayments/Prepayments	-14,649.02	108
Total Receivables	33,714.45	488
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Total Receipts On Account	40,260.70	403
Net Change in Memberships	600.00	2
Amount of All Memberships	220,170.00	435
Amount of All Deposit 2	4,500.00	6
Turned Off Accounts (Amount Owed)	-1,013.45	138
Collection Accounts (Amount Owed)	-1,013.45	122
Number Of Unread (Turned On) Meters		1
Average Usage For Active Meters	2,289	519
Average Water Charge For Active Meters	34.07	503

Usage Groups	Gallons	# Of Accounts	Usage Gallons	% Of Usage	% Of Sales
Over 50,000		2	179,000	15.07	6.53
40,001-50,000		1	41,000	3.45	1.05
30,001-40,000		0	0	0.00	0.00
20,001-30,000		2	42,000	3.54	0.92
10,001-20,000		12	166,000	13.97	3.94
8,001-10,000		7	67,000	5.64	1.80
6,001-8,000		10	75,000	6.31	2.28
4,001-6,000		27	140,000	11.78	5.20
2,001-4,000		69	238,000	20.03	12.48
1-2,000		182	240,000	20.20	32.02
Zero Usage		207	0	0.00	33.78
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Total Meters		519	1,188,000	100.00	100.00

Directors Report

Taylor Coastal Water & Sewer Distr.

Monthly Reconciliation

Ending Receivables (Last Month)		26,650.65
Sales this Month	+	47,641.77
Adjustments this Month		-317.27
Less Payments this Month	-	40,260.70
	=	<u>33,714.45</u>
Total Receivables		33,714.45
Ending Memberships (Last Month)		222,570.00
Changes this Month		600.00
	=	<u>223,170.00</u>
Total Memberships		224,670.00

ADJUSTMENTS

Monday, April 30, 2018

2:13:21PM

4/30/2018

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Taylor Coastal Water & Sewer

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
71	WILLIAMS, HARLAND	1	(\$35.80)		4/24/18
	1 Total Adjustments	(\$35.80)	For Adjustment 1		
147	DORRIS, GARY & LISA	9	(\$41.95)	LTS	4/25/18
NP Entered wrong					
353	BROWN, C.A.	9	(\$100.00)	MDCC	4/11/18
Reconnect Fee - error on charging					
	2 Total Adjustments	(\$141.95)	For Adjustment 9		
610	SCHMIDT, STEVE	10	(\$29.71)	LTS	4/11/18
Adjustment due to hospitalization per MDCC					
	1 Total Adjustments	(\$29.71)	For Adjustment 10		
34	CARLTON, CHARLES D	13	(\$13.98)	LTS	4/25/18
NP 2000					
147	DORRIS, GARY & LISA	13	\$41.95	LTS	4/25/18
NP 6000					
147	DORRIS, GARY & LISA	13	(\$41.95)	LTD	4/25/18
NP 6000					
150	MADISON, JASON & SAMA	13	\$48.93	LTS	4/25/18
NP 9000					
225	WILLIAMS, JAMES T. Jr.	13	(\$34.95)	LTS	4/25/18
NP 6000					
300	SCHAMBEAU, GERALD	13	(\$6.99)	LTS	4/25/18
NP 4000					
318	MORRIS, JOHN	13	(\$209.69)	LTS	4/25/18
NP 30000					
	7 Total Adjustments	(\$216.68)	For Adjustment 13		
313	PLYMALE, DENNIS	14	\$100.00	LTS	4/27/18
Transfer from Myers to Plymale					
315	DAVIS, RUSS	14	\$100.00	LTS	4/13/18
Transfer Vernese to Davis					
317	FERGUSON, JUDY	14	\$100.00	LTS	4/19/18
Transfer Ferguson to Meagher					
353	BROWN, C.A.	14	\$100.00	LTS	4/11/18
Transfer Brown to Griffin					
440	GOLDEN, PATSY	14	\$100.00	LTS	4/5/18
Transfer Cameron to Golden					
	5 Total Adjustments	\$500.00	For Adjustment 14		
406	CULLEN, GEORGE	17	(\$1,193.13)	LTS	4/25/18
One Time Adjustment - large unexplained water use					
	1 Total Adjustments	(\$1,193.13)	For Adjustment 17		
353	BROWN, C.A.	19	\$200.00	LTS	4/6/18
Disconnect be Office					
	1 Total Adjustments	\$200.00	For Adjustment 19		
353	BROWN, C.A.	20	\$300.00	mdcc	4/10/18
440	GOLDEN, PATSY	20	\$300.00	LTS	4/5/18
Reconnect Service					
	2 Total Adjustments	\$600.00	For Adjustment 20		

- 1. (\$35.80) Adjustment for mis-read meter
- 9. (\$141.95) Data input error

Monday, April 30, 2018

2:13:21PM

4/30/2018

Taylor Coastal Water & Se

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
10.	(29.71) Other adjustment				
13.	(216.68) Non-potable water/second meter				
14.	500.00 Transfer fee (chg of owner)				
17.	(1,193.13) One time adjustment request				
19.	200.00 Disconnect fee				
20.	600.00 Reconnect fee				
14 Accounts			20Total Adjustments		
					(\$317.27)

All Customers

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

Reprinted for:

PAST DUE LIST

ACCT #	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
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Total Receivables: **33,714.45**
Accounts Listed:

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
649	HART, BONITA	NON-POTABLE	1	New Membership	\$0.00		\$300.00	4/26/2018	\$300.00
650	HART, BARRY	2891 DEKLE BEACH BLVD	1	New Membership	\$0.00		\$300.00	4/27/2018	\$300.00
2	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:					Deposit 2 Net Change:			0.00

All Customers
Taylor Coastal Water & Sewer Dist.

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

	Apr 18	Budget	Oct '17 - Apr 18	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
ADJUSTMENTS, RVS BILLING	-317.27	0.00	-1,974.82	0.00	0.00
Grinder Pump Fee	5,974.98	5,825.00	41,382.36	40,775.00	69,900.00
LATE FEES, RVS	129.03	318.33	2,050.51	2,228.31	3,820.00
SEWAGE SALES	24,401.61	22,684.00	161,081.40	158,788.00	272,208.00
WATER CONNECTION FEE (RVS MEMBERSHIP)	600.00	0.00	4,900.00	0.00	2,000.00
WATER SALES	17,136.15	15,276.00	112,757.94	106,932.00	183,312.00
Total Income	47,924.50	44,103.33	320,177.39	308,723.31	531,240.00
Gross Profit	47,924.50	44,103.33	320,177.39	308,723.31	531,240.00
Expense					
FORD F-150 PICKUP PAYMENTS	385.66	0.00	5,555.31	0.00	0.00
FINES	0.00	0.00	85.18	0.00	0.00
Reconciliation Discrepancies	0.00	0.00	7,992.00	8,298.00	8,238.00
ACCOUNTING	7,992.00	0.00	124.00	0.00	1,000.00
ADVERTISING	124.00	0.00	0.00	0.00	0.00
BAD DEBT EXPENSE	0.00	0.00	347.20	175.00	300.00
BANK CHARGES/SERVICE CHARGES	24.95	25.00	2,426.14	0.00	3,500.00
COMPUTER/SERVICE SOFTWARE	40.92	0.00	415.90	0.00	700.00
DUES & SUBSCRIPTIONS	0.00	0.00	0.00	0.00	1,500.00
ENGINEERING SERVICES	0.00	0.00	24.94	0.00	0.00
FINANCE CHG/LATE FEE	0.00	0.00	657.30	0.00	1,000.00
FREIGHT	150.75	0.00	1,292.76	3,500.00	6,000.00
GAS/OIL/DIESEL	217.38	500.00	0.00	0.00	228.00
INSURANCE	0.00	0.00	684.00	0.00	1,598.00
INLAND MARINE	0.00	0.00	1,868.00	1,483.00	2,652.00
AUTO	200.00	0.00	0.00	0.00	1,830.00
BONDS, Comm/Emp Dis/D&O Lia	0.00	0.00	0.00	664.00	664.00
GENERAL LIABILITY INS.	0.00	0.00	0.00	0.00	1,716.00
POLLUTION (WWTP DIESEL TANK)	0.00	0.00	0.00	0.00	0.00
PROPERTY INSURANCE	0.00	0.00	0.00	0.00	0.00
Total INSURANCE	200.00	0.00	3,218.00	2,147.00	8,688.00
INTEREST EXPENSE - RURAL DEV (USDA-RD)	4,546.50	4,626.43	32,128.59	32,693.46	56,288.27
LANDSCAPING & DESIGN	0.00	0.00	30.00	0.00	500.00
LEGAL/PROFESSIONAL FEES	0.00	250.00	1,321.97	1,750.00	3,000.00
LICENSES & PERMITS	0.00	0.00	175.00	900.00	2,400.00
MISCELLANEOUS EXPENSE	0.00	0.00	449.69	0.00	0.00
MOWING	320.00	0.00	610.00	0.00	1,300.00
OFFICE EXPENSE	348.17	291.67	2,257.51	2,041.69	3,500.00
PERSONNEL EXPENSE	0.00	0.00	105.00	500.00	1,200.00
EDUCATION/CONFERENCE EXPENSE	795.82	908.75	6,156.24	6,361.25	10,905.00
RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)	5,971.82	7,395.75	49,425.41	51,770.25	88,749.00
SALARIES & WAGES-WTR & WW/OP	4,076.44	4,076.50	28,521.84	28,535.50	48,918.00
SALARIES & WAGES-ADMINISTRATIVE	768.69	877.83	5,962.94	6,144.81	10,534.00
TAXES-PAYROLL	0.00	100.00	0.00	700.00	1,200.00
TRAVEL/MILEAGE	0.00	0.00	2,230.98	1,950.00	3,900.00
WORKER'S COMPENSATION INSURANCE	0.00	0.00	187.67	0.00	0.00
PERSONNEL EXPENSE- Other	0.00	0.00	0.00	0.00	0.00
Total PERSONNEL EXPENSE	11,612.77	13,358.83	92,590.08	95,961.81	165,406.00
POSTAGE	0.00	0.00	1,657.50	1,516.50	3,033.00

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

	Apr 18	Budget	Oct '17 - Apr 18	YTD Budget	Annual Budget
PROP/EQUIP UPGRADES - Dist Off	702.84	0.00	702.84	0.00	4,000.00
Repair Maintenance District Off	80.00	45.00	842.50	225.00	500.00
SAFETY EQUIPMENT	0.00	0.00	0.00	205.00	350.00
TAXES-OTHER	0.00	0.00	-6.16	0.00	0.00
TELEPHONE	220.84	375.00	1,965.29	2,625.00	4,500.00
TRACTOR MAINTENANCE	258.71	0.00	850.71	300.00	600.00
UTILITIES (ELECTRICAL SERVICE)	1,964.71	2,341.67	14,131.10	16,381.89	28,100.00
VEHICLE MAINTENANCE	0.00	0.00	3,440.70	600.00	1,200.00
WASTEWATER DEPARTMENT					
Hurricane Hermine Expenses	0.00	0.00	133,032.79	0.00	0.00
NEW PUMP PURCHASE DISTRICT	0.00	4,500.00	43,156.20	31,500.00	54,000.00
GP INSTALLATION EXPENSES	385.26	0.00	24,835.92	0.00	12,000.00
GRINDER PUMP REPAIR ACCOUNT	0.00	1,325.00	4,602.56	9,275.00	15,900.00
EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	0.00
CHEMICALS, SEWER	157.50	0.00	562.72	0.00	1,500.00
GROUNDWATER MONITORING, WWTP	0.00	0.00	1,818.86	2,700.00	5,000.00
LAB TESTING/SUPPLIES, SEWER	325.95	216.67	1,209.60	1,516.66	2,600.00
REPAIR/MAINTENANCE, SEWER	149.84	2,646.00	43,052.79	18,522.00	31,752.00
REPLACEMENT PARTS, SEWER	543.84	0.00	1,417.70	0.00	7,500.00
SLUDGE HAULING	0.00	0.00	0.00	0.00	7,100.00
SUPPLIES/SMALL TOOLS, SEWER	0.00	0.00	597.18	0.00	800.00
SYSTEM/PLANT UPGRADES, SEWER	152.69	0.00	0.00	0.00	0.00
WASTEWATER DEPARTMENT - Other	351.12	0.00	351.12	0.00	0.00
Total WASTEWATER DEPARTMENT	2,066.20	8,687.67	254,637.44	63,513.69	138,152.00
WATER DEPARTMENT					
Hurricane Hermine Expenses	0.00	125.00	0.00	0.00	0.00
CHEMICALS, WATER	0.00	333.00	280.00	875.00	1,500.00
LAB TESTING/SUPPLIES, WATER	255.00	417.00	1,200.00	2,331.00	4,000.00
REPAIR/MAINTENANCE, WATER	940.64	250.00	2,962.89	2,919.00	5,000.00
REPLACEMENT PARTS, WATER	0.00	67.00	3,428.66	1,750.00	3,000.00
SUPPLIES/SMALL TOOLS, WATER	65.83	0.00	240.08	465.00	800.00
SYSTEM/PLANT UPGRADES, WATER	15,000.00	0.00	44,999.98	0.00	0.00
TANK MAINTENANCE, WATER	0.00	0.00	6,216.51	5,765.19	7,140.00
Total WATER DEPARTMENT	16,261.47	1,192.00	59,328.12	14,105.19	21,440.00
Total Expense	47,517.87	31,693.27	489,251.61	246,889.03	465,195.27
Net Ordinary Income	406.63	12,410.06	-169,074.22	61,834.28	66,044.73
Other Income/Expense					
Other Income	36,250.00	0.00	38,250.00	0.00	0.00
STATE REVOLVING FUND PROGRAM	0.00	0.00	162,417.20	0.00	0.00
State of Florida Public Assist (Reimbursement of Hurricane Hermine Expenses)	52,126.25	0.00	92,551.25	0.00	12,000.00
CAPITAL GRANT_EPA GRANT REVENUE	0.00	0.00	12,000.00	0.00	0.00
CUSTOMER GRINDER PUMP SALES	1.85	0.00	1,033.06	0.00	0.00
INTEREST INCOME	292.25	0.00	703.06	0.00	0.00
LABOR/PARTS, CUST REPAIR	190.00	0.00	1,063.57	0.00	0.00
MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00
NEW LOT WATER SERVICE FEE	0.00	0.00	0.00	0.00	0.00
Total Other Income	88,860.35	0.00	308,018.14	0.00	12,000.00
Other Expense					

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

	Apr 18	Budget	Oct '17 - Apr 18	YTD Budget	Annual Budget
EMPLOYEE VACCINATION EXPENSE	122.00	0.00	211.00	0.00	0.00
Total Other Expense	122.00	0.00	211.00	0.00	0.00
Net Other Income	88,738.35	0.00	307,807.14	0.00	12,000.00
Net Income	89,144.98	12,410.06	138,732.92	61,834.28	78,044.73

TAYLOR COASTAL WATER & SEWER DISTRICT
EXPENSE BREAKDOWN
 April 2018

Date	Num	Name	Memo	Amount
FORD F-150 PICKUP PAYMENTS				
04/02/2018		CITIZENS STATE BANK	Ford F-150 Truck payment #...	385.66
Total FORD F-150 PICKUP PAYMENTS				385.66
ACCOUNTING				
04/26/2018	INVOIC...	POWELL & JONES CPA	Year End Audit September 3...	7,992.00
Total ACCOUNTING				7,992.00
ADVERTISING				
04/03/2018	3137	PERRY NEWSPAPERS, INC	Water/Wastewater Field Ass...	76.60
04/30/2018	4228	PERRY NEWSPAPERS, INC	Water/Wastewater Field Ass...	47.40
Total ADVERTISING				124.00
BANK CHARGES/SERVICE CHARGES				
04/03/2018	EFT	PAY CLIX	Monthly Fee	24.95
Total BANK CHARGES/SERVICE CHARGES				24.95
COMPUTER/SERVICE,SOFTWARE				
04/01/2018		CONSOLIDATED COMMUNIC...	578-3043 INTERNET SERV...	40.92
Total COMPUTER/SERVICE,SOFTWARE				40.92
FREIGHT				
04/02/2018	4254711	HAWKINS, INC	Fuel Surcharge Hawkins, Inc	12.00
04/02/2018	4254712	HAWKINS, INC	Fuel Surcharge Hawkins, Inc	12.00
04/13/2018	545508	USA Blue Book	USA BlueBook	126.75
Total FREIGHT				150.75
GAS/OIL/DIESEL				
04/10/2018		WACO 2	Fuel for Ford Service Truck ...	49.00
04/18/2018		WALTER B'S	Chevrolet Service Truck mil...	72.13
04/19/2018		WALTER B'S	Fuel for Ford Service Truck ...	48.75
04/23/2018		RONALD BENNETT	Reimbursement used perso...	47.50
Total GAS/OIL/DIESEL				217.38
INSURANCE				
BONDS, Comm/Emp Dis/D&O Lia				
04/09/2018		STOUTAMIRE-PAVLIK & ASS...	Robert Weste Commissione...	100.00
04/09/2018		STOUTAMIRE-PAVLIK & ASS...	William H Huxford Commissi...	100.00
Total BONDS, Comm/Emp Dis/D&O Lia				200.00
Total INSURANCE				200.00
INTEREST EXPENSE - RURAL DEV (USDA-RD)				
04/30/2018	RD Accr...		April 2018	4,546.50
Total INTEREST EXPENSE - RURAL DEV (USDA-RD)				4,546.50
MOWING				
04/30/2018		FAULKNER LAWN & MAINTEN...	Sewer Plant (10 acres) 4-24-...	200.00
04/30/2018		FAULKNER LAWN & MAINTEN...	Water Plant & Booster Station	100.00
04/30/2018		FAULKNER LAWN & MAINTEN...	Office	20.00
Total MOWING				320.00
OFFICE EXPENSE				
04/03/2018		WAL MART	Garbage Can	27.92
04/03/2018		WAL MART	coffee pods, tissues, scrape...	28.38
04/18/2018		STAPLES	2 pkgs of Bounty Paper Tow...	47.30
04/18/2018		STAPLES	2 pkgs of Bounty Paper Tow...	38.60
04/18/2018		STAPLES	Ink Roller	2.56
04/18/2018		STAPLES	2 pack of Wite-Out	4.45
04/18/2018		STAPLES	HP Black Ink Cartridge	124.72
04/18/2018		STAPLES	3 x 5 matt for office door	74.24

TAYLOR COASTAL WATER & SEWER DISTRICT EXPENSE BREAKDOWN April 2018

Date	Num	Name	Memo	Amount
Total OFFICE EXPENSE				348.17
PERSONNEL EXPENSE				
RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)				
04/02/2018	5512	BENNETT, RONALD A		323.79
04/02/2018	5513	CARLTON, MYREETHA DIAN...		171.95
04/02/2018	5514	MORGAN, DAVID L.		149.18
04/02/2018	5515	SENER, LYNETTE T		150.90
Total RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)				795.82
SALARIES & WAGES-WTR & WW OP				
04/02/2018	5512	BENNETT, RONALD A		3,788.20
04/02/2018	5512	BENNETT, RONALD A		300.00
04/02/2018	5512	BENNETT, RONALD A		0.00
04/02/2018	5513	CARLTON, MYREETHA DIAN...		0.00
04/02/2018	5514	MORGAN, DAVID L.		1,301.21
04/02/2018	5514	MORGAN, DAVID L.		282.41
04/02/2018	5514	MORGAN, DAVID L.		0.00
04/02/2018	5514	MORGAN, DAVID L.		300.00
04/02/2018	5514	MORGAN, DAVID L.		0.00
Total SALARIES & WAGES-WTR & WW OP				5,971.82
SALARIES & WAGES-ADMINISTRATIVE				
04/02/2018	5512	BENNETT, RONALD A		0.00
04/02/2018	5513	CARLTON, MYREETHA DIAN...		1,871.12
04/02/2018	5513	CARLTON, MYREETHA DIAN...		300.00
04/02/2018	5513	CARLTON, MYREETHA DIAN...		0.00
04/02/2018	5513	CARLTON, MYREETHA DIAN...		0.00
04/02/2018	5514	MORGAN, DAVID L.		0.00
04/02/2018	5515	SENER, LYNETTE T		1,605.32
04/02/2018	5515	SENER, LYNETTE T		300.00
04/02/2018	5515	SENER, LYNETTE T		0.00
04/02/2018	5515	SENER, LYNETTE T		0.00
Total SALARIES & WAGES-ADMINISTRATIVE				4,076.44
TAXES-PAYROLL				
04/02/2018	5512	BENNETT, RONALD A		253.46
04/02/2018	5512	BENNETT, RONALD A		59.28
04/02/2018	5512	BENNETT, RONALD A		0.00
04/02/2018	5513	CARLTON, MYREETHA DIAN...		134.61
04/02/2018	5513	CARLTON, MYREETHA DIAN...		31.48
04/02/2018	5514	MORGAN, DAVID L.		116.79
04/02/2018	5514	MORGAN, DAVID L.		27.31
04/02/2018	5515	SENER, LYNETTE T		118.13
04/02/2018	5515	SENER, LYNETTE T		27.63
Total TAXES-PAYROLL				768.69
Total PERSONNEL EXPENSE				11,612.77
PROP/EQUIP UPGRADES - Dist Off				
04/18/2018		STAPLES	10 office chairs for Commiss...	702.84
Total PROP/EQUIP UPGRADES - Dist Off				702.84
Repair Maintenance District Off				
04/03/2018	1678-7	SATTIE BAKER	Bi Weekly Floor Cleaning Di...	25.00
04/18/2018	1678-10	SATTIE BAKER	Bi Weekly Floor Cleaning Di...	25.00
04/23/2018	399808	MESSICK PEST CONTROL	Monthly Pest Control	30.00
Total Repair Maintenance District Off				80.00
TELEPHONE				
04/01/2018		CONSOLIDATED COMMUNIC...	578-2080 WTP GENERATOR	45.13
04/01/2018		CONSOLIDATED COMMUNIC...	578-2474 WWTP GENERA...	45.13
04/01/2018		CONSOLIDATED COMMUNIC...	578-3043 DISTRICT OFFICE	73.06
04/02/2018	5512	BENNETT, RONALD A		-79.43
04/09/2018	9805025...	VERIZON WIRELESS	Shelf Phone- 843-1341 Retir...	0.00

TAYLOR COASTAL WATER & SEWER DISTRICT
EXPENSE BREAKDOWN
April 2018

Date	Num	Name	Memo	Amount
04/09/2018	9805025...	VERIZON WIRELESS	Shelf Phone 843-1917	0.22
04/09/2018	9805025...	VERIZON WIRELESS	David Morgan - 843-7613	8.63
04/09/2018	9805025...	VERIZON WIRELESS	Ronald Bennett - 843-7621	127.88
04/09/2018	9805025...	VERIZON WIRELESS	Shelf Phone 843-7626	0.22
Total TELEPHONE				220.84
TRACTOR MAINTENANCE				
04/01/2018	R96894	GORDON TRACTOR INC.	REPAIRS	258.71
Total TRACTOR MAINTENANCE				258.71
UTILITIES (ELECTRICAL SERVICE)				
04/23/2018	87812	TRI-COUNTY ELECTRIC, INC.	well	322.87
04/23/2018	87812	TRI-COUNTY ELECTRIC, INC.	pumping station	30.77
04/23/2018	87812	TRI-COUNTY ELECTRIC, INC.	District Office	105.84
04/23/2018	87812	TRI-COUNTY ELECTRIC, INC.	Lift Station #2 Grackle	68.97
04/23/2018	87812	TRI-COUNTY ELECTRIC, INC.	WWTP	1,228.04
04/23/2018	87812	TRI-COUNTY ELECTRIC, INC.	Lift Station #1 Boat Ramp	134.03
04/23/2018	87812	TRI-COUNTY ELECTRIC, INC.	Storage Trains	30.77
04/23/2018	87812	TRI-COUNTY ELECTRIC, INC.	WW O&M	43.42
Total UTILITIES (ELECTRICAL SERVICE)				1,964.71
WASTEWATER DEPARTMENT				
GP INSTALLATION EXPENSES				
04/03/2018	SE4113...	ANIXTER, INC	6 30A 120/240V CB	70.80
04/04/2018	92666	LANIER MUNICIPAL SUPPLY ...	2 Steel Sadles	66.22
04/04/2018	92666	LANIER MUNICIPAL SUPPLY ...	MIP X MIP Corp Stop 1 1/2"	148.43
04/20/2018	SE4-120...	ANIXTER, INC	100 FT CONDUIT 3/4 INCH	99.81
Total GP INSTALLATION EXPENSES				385.26
CHEMICALS, SEWER				
04/02/2018	4254711	HAWKINS, INC	65 gallons Ultra-Chlor @ \$1....	113.75
04/02/2018	4254712	HAWKINS, INC	25 Ultra-Chlor @ \$1.75 per ...	43.75
Total CHEMICALS, SEWER				157.50
LAB TESTING/SUPPLIES, SEWER				
04/13/2018	545508	USA Blue Book	Hach pH Buffer (Blue)	53.65
04/13/2018	545508	USA Blue Book	Hach pH Buffer (Red)	53.65
04/13/2018	545508	USA Blue Book	Hach pH Buffer (Yellow)	53.65
04/20/2018	363762	FLOWERS CHEMICAL LABO...	Pickup Fee and Vehcile Sur...	20.00
04/24/2018	363640	FLOWERS CHEMICAL LABO...	CBOD TSS	45.00
04/24/2018	363640	FLOWERS CHEMICAL LABO...	CBOD TSS FCOL-QT	75.00
04/24/2018	363640	FLOWERS CHEMICAL LABO...	N02/N03 WW	25.00
Total LAB TESTING/SUPPLIES, SEWER				325.95
REPAIR/MAINTENANCE, SEWER				
04/03/2018	827800	RAGAN'S ACE HARDWARE	2 Marine sealant wht @ \$12....	25.98
04/03/2018	827800	RAGAN'S ACE HARDWARE	1 Marine sealant blk	12.99
04/03/2018	827800	RAGAN'S ACE HARDWARE	2 Pipe thrd cmpnd paste @ ...	17.98
04/03/2018	827800	RAGAN'S ACE HARDWARE	2 Pipe thread cmpnd @ \$3.9...	7.98
04/03/2018	827800	RAGAN'S ACE HARDWARE	1 Cement PVC	9.99
04/03/2018		RAGAN'S ACE HARDWARE	2 Marine sealant wht @ \$12....	25.98
04/03/2018		RAGAN'S ACE HARDWARE	1 Marine sealant blk	12.99
04/03/2018		RAGAN'S ACE HARDWARE	2 Pipe thrd cmpnd paste @ ...	17.98
04/03/2018		RAGAN'S ACE HARDWARE	2 Pipe thread cmpnd @ \$3.9...	7.98
04/03/2018		RAGAN'S ACE HARDWARE	1 Cement PVC	9.99
Total REPAIR/MAINTENANCE, SEWER				149.84
REPLACEMENT PARTS, SEWER				
04/19/2018	10117	F.J. NUGENT & ASSOCIATES...	3 50' Power Supply Cables ...	543.84
Total REPLACEMENT PARTS, SEWER				543.84
SUPPLIES/SMALL TOOLS, SEWER				
04/03/2018	827800	RAGAN'S ACE HARDWARE	1 Marine sealant wht	12.99

TAYLOR COASTAL WATER & SEWER DISTRICT
EXPENSE BREAKDOWN
April 2018

Date	Num	Name	Memo	Amount
04/03/2018		RAGAN'S ACE HARDWARE	1 Marine sealant wht	12.99
04/13/2018	545508	USA Blue Book	2 Economy Deipper 6' Hand...	113.90
04/20/2018		KEATON BEACH GAS & GRILL	2 C Batteries and 2 9V Batte...	12.81
Total SUPPLIES/SMALL TOOLS, SEWER				152.69
WASTEWATER DEPARTMENT - Other				
04/20/2018	SE4-120...	ANIXTER, INC	200 FT PVC 1-INCH	79.10
04/20/2018	SE4-120...	ANIXTER, INC	PVC 1-INCH ELBOW	6.40
04/20/2018	SE4-120...	ANIXTER, INC	PVC 1-INCH COUPLER	3.58
04/20/2018	SE4-120...	ANIXTER, INC	PVC 3/4-INCH TERM ADPTR	9.90
04/20/2018	SE4-120...	ANIXTER, INC	TPZ 3/4-INCH STEEL LOC...	2.75
04/20/2018	SE4-120...	ANIXTER, INC	60 A LD-CNTR ENCL	190.39
04/20/2018	SE4-120...	ANIXTER, INC	120/240V CB	59.00
Total WASTEWATER DEPARTMENT - Other				351.12
Total WASTEWATER DEPARTMENT				2,066.20
WATER DEPARTMENT				
LAB TESTING/SUPPLIES, WATER				
04/20/2018	363762	FLOWERS CHEMICAL LABO...	Colilert-18 4 units	100.00
04/20/2018	363762	FLOWERS CHEMICAL LABO...	Pickup Fee and Vehicle Sur...	20.00
04/26/2018	364169	FLOWERS CHEMICAL LABO...	Additional SOC Water Test	135.00
Total LAB TESTING/SUPPLIES, WATER				255.00
REPAIR/MAINTENANCE, WATER				
04/09/2018	04PE38...	RING POWER CORPORATION	Battery for the Generator at t...	190.64
04/19/2018	02WE39...	RING POWER CORPORATION	Annual SVC/Load Test Gen...	750.00
Total REPAIR/MAINTENANCE, WATER				940.64
SUPPLIES/SMALL TOOLS, WATER				
04/20/2018		WALTER B'S	6 C Batteries for Locator	19.23
04/25/2018		WAL MART	Replacement Batteries for E...	46.60
Total SUPPLIES/SMALL TOOLS, WATER				65.83
SYSTEM/PLANT UPGRADES, WATER				
04/13/2018	1538073	DEWBERRY ENGINEERS INC	Study and Report Phase 75 ...	15,000.00
Total SYSTEM/PLANT UPGRADES, WATER				15,000.00
Total WATER DEPARTMENT				16,261.47
TOTAL				47,517.87

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TAYLOR COASTAL WATER & SEWER DISTRICT

Balance Sheet

As of April 30, 2018

05/16/18

Accrual Basis

	Apr 30, 18
ASSETS	
Current Assets	
Checking/Savings	
OPERATING, SMALL BUSINESS CHKG (MAIN ACCOUNT, CHECKING)	274,487.92
SAVINGS, TCW&SD RESERVE ACCOUNT (BUSINESS SAVINGS)	
CAPITAL IMPROVEMENTS, MINOR	48,596.92
CONTINGENCY RESERVE	90,451.91
DEPRECIATION RESERVE-Major R&R (Major Repair/Replacement)	84,005.84
GRINDER PUMP REPAIR FEE	32,093.74
WATER SERVICE FEE, NEW LOTS	38,000.00
PAYMENTS, USDA-RD 91-03, TCU	18,673.60
DEBT RESERVE USDA-RD 91-03, TCU	25,883.00
PAYMENTS, USDA-RD 92-01, CONST.	25,350.00
DEBT RESERVE RD 92-01, CONST.	44,732.00
PAYMENTS, USDA-RD - PHASE II	23,284.38
DEBT RESERVE, USDA-RD-PHASE II	18,142.00
SAVINGS, TCW&SD RESERVE ACCOUNT (BUSINESS SAVINGS) - Other	6,032.42
Total SAVINGS, TCW&SD RESERVE ACCOUNT (BUSINESS SAVINGS)	455,245.81
Total Checking/Savings	729,733.73
Other Current Assets	
PREPAID EXPENSES	6,498.00
INVENTORY	48,613.08
RVS - SYSTEM INCOME	48,477.79
Total Other Current Assets	103,588.87
Total Current Assets	833,322.60
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	5,814,730.05
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
ACCOUNTS PAYABLE (990 line 60)	11,986.50
Total Accounts Payable	11,986.50
Credit Cards	
CARDMEMBER SERVICE (Capital City Bank Visa)	
CCB VISA-SEAN MURPHY-1682	808.23
CCB BUSINESS VISA-BENNETT-6125	19,689.17
CCB BUSINESS VISA-SENTER-1850	9,916.19
CCB BUSINESS VISA - CARL 2994	8,525.11

TAYLOR COASTAL WATER & SEWER DISTRICT
Balance Sheet
 As of April 30, 2018

	Apr 30, 18
CCB BUSINESS VISA - MORG 3018	2,903.64
CARDMEMBER SERVICE (Capital City Bank Visa) - Other	-40,429.61
Total CARDMEMBER SERVICE (Capital City Bank Visa)	1,412.73
Total Credit Cards	1,412.73
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	150,204.58
CUSTOMER OVERPAYMENTS	25,725.22
PAYROLL LIABILITIES	3,115.66
RETIREMENT PAYABLE	726.72
Total Other Current Liabilities	240,757.71
Total Current Liabilities	254,156.94
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	4,573.57
Total Long Term Liabilities	1,141,806.00
Total Liabilities	1,395,962.94
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	110,473.35
Total Equity	4,418,767.11
TOTAL LIABILITIES & EQUITY	5,814,730.05



Overview



Legend

- Parcels
- Parcel Numbers
- Highway
- City Streets
- Graded
- Roads
- Tram
- State Outlines

Parcel ID	07040-175	Alternate ID	n/a	Owner Address	CLARK L BISHOP III
Sec/Twp/Rng	01-08-07	Class	Vacant		511 BISHOP BLVD
Property Address	Unassigned Location RE CO	Acreeage	35.98		PERRY, FL 32348
District	CO				
Brief Tax Description	LEG 0035.98 ACRES - COM SW CORNER OF SECTION RUN N89DE 640.97 FT TO RW ON CRV FOR POB THN ALG RW ARC 191.23 FT TO PT THN CONT ALG RW N43DE 252.52 FT THN NOODW 283.26 FT THN N89DE 273.36 FT TO RW THN N43DE 142.83 FT TO PC THN ALG ARC 409.18 FT TO PT THN CONT ALG RW N66DE 634.57 FT TO SW LOT 4 THN N23DW 250.04 FT TO NW LOT 4 THN N69DW 528.55 FT THN S19DW 334.73 FT THN N69DW 278.83 FT TO ESMNT THN S19DW ALG E LINE OF ESMNT 204.53 FT TO S RW THN ALG ARC 96.57 FT TO PT THN CONT ALG RW N80DW 317.94 FT THN S13DW 317.94 THN S13DW 76.85 FT TO CANAL THN S22DW ALG E LINE 624.85 FT THN N67DW 25.00 FT THN S28DW 220.00 FT THN N67DW 101.35 FT THN S88DW 206.29 FT THN N38DW 194.61 FT TO CANAL THN S00DW ALG CANAL 200.00 FT THN N89DW 174.77 FT THN S10DW 668.05 FT TO PARK THN N70DE 176.23 FT THN S19DE 129.88 FT TO RW THN N70DE 502.81 TO PC THN ALG ARC 286.92 FT TO POB TOG WITH ESMNT OR 756-572 (Note: Not to be used on legal documents)				

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Last Data Uploaded: 5/10/2018 8:48:06 PM

Wants water & sewer to his property

- (a) The customer shall install and maintain, at his own expense, a service line and a cut-off valve on the customer's side of the water meter. Under no circumstances, shall the customer use the District's cut-off valve to control the water supply to the dwelling or business. Each customer's service line will contain a check valve to prevent back flow into the District's water distribution.
- (b) The customer's piping and apparatus shall be installed and maintained at the customer's expense in a safe and efficient manner and in accordance with the National Plumbing Code, the State Board of Health, and the District's Rules and Regulations.
- (c) The customer shall take the necessary precautions to insure that the District's meter, grinder pump and lines are protected from damage by vehicles or equipment that may be operating on or around the customer's lot.
- (f) In event of loss or damage to the District's property or any accident or injury to persons or property caused or resulting from the negligence or wrongful act of the customer, his agents or employees, the customer shall pay the cost of repairs or replacement to the District and the customer shall assume the liability otherwise resulting. If the damage is due to excessive grease accumulation in the pump, the customer will be issued a warning letter at the first offense. If grease disposal continues to cause problems, the customer will be charged a \$250.00 service fee and will be required to pay the cost of repairs or replacement to the District.
- (g) The amount of such loss or damage or the cost of repairs shall be billed to the customer and, if not paid, the District may discontinue service.
- (h) The customer shall grant the District, its successors and assigns, a perpetual easement in, over, under, and upon the described lot or parcel. The customer grants the right to erect, construct, install, repair, maintain, and operate lines and appurtenant facilities together with the right to ingress and egress over adjacent land for the purposes cited above.
- (i) The District shall have the final jurisdiction in any question of location of a meter adjacent to the customer's lot or parcel.
- (j) The customer shall not share water and/or sewer services with another property.

VII CHANGE OF OWNERSHIP

- (a) When property changes ownership notice must be given within thirty (30) days in person or in writing at the District's office to transfer ownership or discontinue service.
- (b) The seller shall be responsible for the payment for all service up to the end of the next billing cycle.
- (c) The buyer shall pay one hundred dollars (\$100.00) to have the account transferred into their name. If the service is not currently active, a reconnection fee will be charged.
- (d) If notifications are not received with thirty (30) days of transfer of the property, the service will be subject to disconnection and appropriate fees added to the account.

VIII METER READING, BILLING AND COLLECTION

- (a) Meters will be read monthly and each customer will be billed by the 1st of the month following the reading. The District reserves the right to vary the date and/or length of period covered temporarily or permanently if necessary or desirable.
- (b) Each bill will be figured in accordance with the District's published rate schedule in effect at the time of reading and will be based on the amount consumed for the period that the meter reading covers.