

WATER AUDIT
Taylor Coastal Water and Sewer District

MONTH: March 2020

Current Master Meter Reading	248,485,000	
Previous Master Meter Reading	247,391,000	
Total Gallons Pumped	1,094,000	1,094,000

UNMETERED WATER	GALLONS
#1	Booster Station
a.	Tank Drain 500
b.	Air-Charge adjustments (200gpm) 0
c.	Chlorine adjustment -- storage 0
#2	Line flushing (summary)
a.	North 0
b.	South 28,000
c.	Flush Hydrant Test 0
#3	Damaged/Leaking Blow Off Valves Est. 0
#4	Water Treatment Plant
a.	Clear 10K tank 750
b.	
	Total Known unmetered water 29,250

1,094,000

29,250

Gallons Pumped minus Known Unmetered water 1,064,750

Total Water Sold (Per Directors Report) 828,000

Estimated Water Loss, gallons 236,750

Gallons pumped minus known unmetered water & water sold.

Estimated Water Loss (%) 21.64%

Equals loss (gallons) divided by pumped (gallons)

desire ≤ 10%

We have discovered two leaks - one at Sawgrass Bay, and one at the WWTP

WATER AUDIT
Taylor Coastal Water and Sewer District

MONTH: MARCH 2020

MASTER METER READING (entering distribution system):

Current: 248485 0
 Previous: 247497 0
 _____ 0 (x 1000) = _____ 0

Gallons Pumped

UNMETERED WATER

GALLONS

#1	Booster Station		
	a.	Tank Drain	<u>500</u>
	b.	Air-Charge adjustments (200gpm)	_____
	c.	Chlorine adjustment -- storage	<u>0</u>
#2	Line flushing (summary)		
	a.	North	_____
	b.	South	<u>29000</u> 0
	c.	Flush Hydrant Test	_____
#3	Broken lines		_____
#4	Water Treatment Plant		
	a.	Clear 10K tank	<u>750</u> 0
	b.		_____
	Known unmetered water :		<u>29250</u> 0
			0

Water sold (customer meters) per Director's Report (gallons)

Total Water Sold (_____ 0

Estimated Water Loss, gallons

Gallons pumped **less** known unmetered water & water sold.

0

Estimated Water Loss (%)

Equals loss (gallons) divided by pumped (gallons)

#DIV/0!

desire ≤ 10%

**FIRE HYDRANTS and FLUSH HYDRANTS
AVAILABLE TO FILL TANKER TRUCKS**

DATE: MAU 2014
NAME: _____

FIRE HYDRANTS (on six inch mains) (5)		START TIME	END TIME	GALLONS	CL2
	GPM				
A.	Highway 361 (Beach road) / Dekle Beach Road				
B.	Dekle Beach Road / Dekle Beach Blvd				
C.	Highway 361 (Beach road) / Ezell Beach Road				
D.	Highway 361 / Cedar Island Road				
E.	Dark Island Road / Gulfview Roads				
ABOVE GROUND FLUSH HYDRANTS (38)		START TIME	END TIME	GALLONS	CL2
	GPM				
CEDAR ISLAND (9)					
	Cedar Island East				
	Cedar Island Road (end)				
	Kingfisher Road				
	Sandpiper				
	Sandpiper South				
	Cedar Island Loop				
	Seahawk Lane (Voight)				
	Ibis Road, Cedar Island				
	Widgeon	10 30	12 30	19 200	
KEATON BEACH (9)					
	Keaton Bch Dr (Hot Dog Std)				
	Keaton Bch Dr (RV Park)				
	Ponce De Leon				
	Marina Road				
	Ellis Moore Road				
	Hamdan Road				
	Fairpoint Comm (Hwy 361)				
	KB Bridge, West				
	KB Bridge, East				
DARK ISLAND (2)					
	Gulfview North				
	Gulfview South				
LINDSEY ISLAND (2)					
	Lindsey Island South				
	Lindsey Island North				
DEKLE BEACH (7)					
	Dekle Beach Road Main				
	Palmetto Road				
	Mexico Road, North				
	Mexico Road, South				
	Good Times Drive South				
	Good Times Drive North				
	Jug Island				

**FIRE HYDRANTS and FLUSH HYDRANTS
AVAILABLE TO FILL TANKER TRUCKS**

DATE: _____

NAME: _____

EZELL BEACH (3)		GPM				
Ezell Beach Road		130				
Klumbis Road		100				
Dr. Morgan's Road		80				
MISCELLANEOUS (6)		GPM				
Oak Ridge, Rosemary Lane		20			8000	
Gibson Road (Boggy Bay)		120				
Jody Morgan Road		160				
Sawgrass (Gulf Haven Dr.)		35				
Wastewater Plant, Sandhill		15				
Ibis Lane, Cedar Island		90				
FLUSH VALVES IN VALVE BOXES (8)			START TIME	END TIME	GALLONS	CL2
CEDAR ISLAND (6)		GPM				
Sandpiper, 6 inch		250				
Egret		120				
Ibis Lane		90				
Osprey Road		170				
Cormorant road		250				
Heron Road		150				
FISH CREEK (2)		GPM				
Fish Creek, 2 inch (Kelly)		35				
Fish Creek, 4 inch (Hutchins)		100				

WATER AUDIT
Taylor Coastal Water and Sewer District

MONTH: April 2020

Current Master Meter Reading	<u>250,331,000</u>	
Previous Master Meter Reading	<u>248,485,000</u>	
Total Gallons Pumped	<u>1,846,000</u>	1,846,000

UNMETERED WATER	GALLONS	
#1	Booster Station	
a. Tank Drain	750	
b. Air-Charge adjustments (200gpm)	500	
c. Chlorine adjustment -- storage	0	
#2	Line flushing (summary)	
a. North	0	
b. South	22,000	
c. Flush Hydrant Test	0	
#3	Damaged/Leaking Blow Off Valves Est.	
	0	
#4	Water Treatment Plant	
a. Clear 10K tank	500	
b.		
	Total Known unmetered water	
	23,750	23,750

Gallons Pumped minus Known Unmetered water 1,822,250

Total Water Sold (Per Directors Report) 1,465,000

Estimated Water Loss, gallons 357,250
Gallons pumped minus known unmetered water & water sold.

Estimated Water Loss (%) 19.35%
Equals loss (gallons) divided by pumped (gallons)

desire ≤ 10%

We have discovered two leaks - one at Sawgrass Bay, and one at the WWTP

**FIRE HYDRANTS and FLUSH HYDRANTS
AVAILABLE TO FILL TANKER TRUCKS**

DATE: April 2020
NAME: _____

EZELL BEACH (3)	GPM				
Ezell Beach Road	130				
Klumbis Road	100				
Dr. Morgan's Road	80				
MISCELLANEOUS (6)	GPM				
Oak Ridge, Rosemary Lane	20				
Gibson Road (Boggy Bay)	120				
Jody Morgan Road	160				
Sawgrass (Gulf Haven Dr.)	35				
Wastewater Plant, Sandhill	15				
Ibis Lane, Cedar Island	90				
FLUSH VALVES IN VALVE BOXES (8)		START TIME	END TIME	GALLONS	CL2
CEDAR ISLAND (6)	GPM				
Sandpiper, 6 inch	250				
Egret	120				
Ibis Lane	90				
Osprey Road	170				
Cormorant road	250				
Heron Road	150				
FISH CREEK (2)	GPM				
Fish Creek, 2 inch (Kelly)	35				
Fish Creek, 4 inch (Hutchins)	100			12000	

**FIRE HYDRANTS and FLUSH HYDRANTS
AVAILABLE TO FILL TANKER TRUCKS**

DATE: April 2020
NAME: _____

FIRE HYDRANTS (on six inch mains) (5)			START TIME	END TIME	GALLONS	CL2
		GPM				
A.	Highway 361 (Beach road) / Dekle Beach Road	480				
B.	Dekle Beach Road / Dekle Beach Blvd	380				
C.	Highway 361 (Beach road) / Ezell Beach Road	410				
D.	Highway 361 / Cedar Island Road	650				
E.	Dark Island Road / Gulfview Roads	350				
ABOVE GROUND FLUSH HYDRANTS (38)			START TIME	END TIME	GALLONS	CL2
		GPM				
	CEDAR ISLAND (9)					
	Cedar Island East	60				
	Cedar Island Road (end)	80				
	Kingfisher Road	10				
	Sandpiper	240				
	Sandpiper South	165				
	Cedar Island Loop	100				
	Seahawk Lane (Voight)	70				
	Ibis Road, Cedar Island	110				
	Widgeon	160			10 000	
	KEATON BEACH (9)	GPM				
	Keaton Bch Dr (Hot Dog Std)	150				
	Keaton Bch Dr (RV Park)	75				
	Ponce De Leon	155				
	Marina Road	80				
	Ellis Moore Road	58				
	Hamdan Road	210				
	Fairpoint Comm (Hwy 361)	70				
	KB Bridge, West	150				
	KB Bridge, East	175				
	DARK ISLAND (2)	GPM				
	Gulfview North	130				
	Gulfview South	125				
	LINDSEY ISLAND (2)	GPM				
	Lindsey Island South	55				
	Lindsey Island North	55				
	DEKLE BEACH (7)	GPM				
	Dekle Beach Road Main	93				
	Palmetto Road	100				
	Mexico Road, North	95				
	Mexico Road, South	115				
	Good Times Drive South	100				
	Good Times Drive North	200				
	Jug Island	28				



Preparing Workplaces for a COVID-19 Outbreak

Businesses and employers can prevent and slow the spread of COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/prepare/transmission.html>). Employers should plan to respond in a flexible way to varying levels of disease transmission in the community and be prepared to refine their business response plans as needed. According to the Occupational Safety and Health Administration (OSHA), most American workers will likely experience low or medium exposure risk levels at their job or place of employment (see OSHA guidance for employers (<https://www.osha.gov/Publications/OSHA3990.pdf>) for more information about job risk classifications).

All employers need to consider how best to decrease the spread of COVID-19 and lower the impact in their workplace. This may include activities in one or more of the following areas:

- reduce transmission among employees,
- maintain healthy business operations, and
- maintain a healthy work environment.

To prevent stigma and discrimination in the workplace, use only the guidance (<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html/>) provided by the Centers for Disease Control and Prevention (CDC) to determine risk of COVID-19 infection. Do not make determinations of risk based on race or country of origin and be sure to maintain confidentiality of people with confirmed coronavirus infection. There is much more to learn about the transmissibility, severity, and other features of COVID-19 and investigations are ongoing.

Resources

Guidance for Building Water Systems (<https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html>) – CDC website This resource provides important information which will assist building owners and prevent the potential for Legionaire's disease upon facility reopening.

Planning Considerations for Organizations in Reconstituting Operations During the COVID-19 Pandemic (<https://www.fema.gov/news-release/2020/04/30/planning-considerations-organizations-reconstituting-operations-during-covid>) – FEMA website

See more information for businesses and employers to plan and respond to



Overview



Legend

- Parcels
- Highway
- City Streets
- Graded
- Roads
- Tram

Parcel ID	06649-601	Alternate ID	n/a	Owner Address	JARVIS BAKER T
Sec/Twp/Rng	25-07-07	Class	Vacant		198 DOGWOOD WAY
Property Address	Unassigned Location RE	Acreage	9.62		PERRY FL 32348
	CO				
District	CO				
Brief Tax Description	LEG 0009.62 ACRES - BRANCH ESTATES - LOTS 9-14 ALSO COM SW COR OF SECT - FOR POB TH N 446.03 FT E 752.62 FT - SW ALG RW 533.68 FT W 460 FT TO POB - ALSO ALSO COM NW COR SECT 36 TH E - TO W RW CO RD SW ALG RW TO W LINE - OF SECT TH N ALG SECT LINE 609.54 - FT TO POB OR 284-727 - LOCATED IN SECTIONS 25 & 36				
	(Note: Not to be used on legal documents)				

Date created: 5/19/2020
Last Data Uploaded: 5/18/2020 10:55:35 PM

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TCWSD water lines end at star just past property ID 06999-600



Overview



Legend

- Parcels
- Highway
- City Streets
- Graded
- Roads
- Tram

Parcel ID	06808-000	Alternate ID	n/a	Owner Address	COLLINS GEORGE A III
Sec/Twp/Rng	35-07-07	Class	Vacant		96081 LANCEFORD LN
Property Address	Unassigned Location RE	Acreage	n/a		FERNANDINA BEACH FL 32034
	CO				
District	CO				
Brief Tax Description	LEG 0000.11 ACRES - EZELL BEACH URS - LOT 72 DESC AS COM SE COR NE 1/4 OF - NW 1/4 RUN W 225 FT N 62.5 FT W 50 - FT FOR POB TH W 50 FT N 100 FT E 50 - FT S 100 FT TO POB - OR 691-852 -				
	(Note: Not to be used on legal documents)				

Date created: 3/6/2020
Last Data Uploaded: 3/6/2020 12:37:57 AM

Developed by Schneider
GEOSPATIAL

Sandy Beach



Overview



Legend

- Parcels
- Highway
- City Streets
- Graded
- Roads
- Tram

Handwritten signature: Cindy Green

Parcel ID 06809-000
Sec/Twp/Rng 35-07-07
Property Address Unassigned Location RE
CO

Alternate ID n/a
Class Vacant
Acreage n/a

Owner Address PRICE JOHNNY C & DEANNA
6370 MADISON HWY
VALDOSTA GA 31601

District CO
Brief Tax Description LEG 0000.11 ACRES - EZELL BEACH URS - LOT 73 DESC AS COM SE COR NE 1/4 OF - NW 1/4 RUN W 237.5 FT N 72.5 FT FOR - POB TH W 50 FT N 100 FT E 50 FT S - 100 FT TO POB - OR 154-131-
(Note: Not to be used on legal documents)

3-6-2020

Date created: 3/6/2020
Last Data Uploaded: 3/6/2020 12:37:57 AM

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Handwritten note: They can tie in. Both

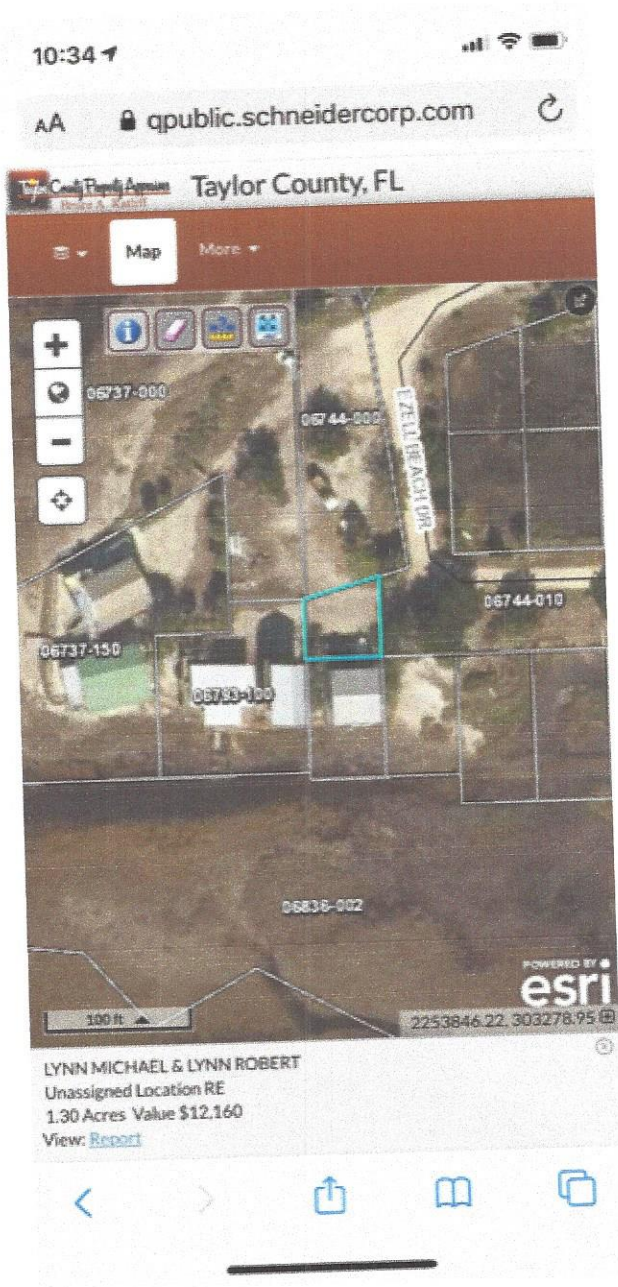
Handwritten note: Sewer and Water go right beside property.

Handwritten note: It is not a platted lot on the map but the water/sewer line runs by the property.

Handwritten note: I emailed her back at 12:14 pm on 3-6-2020. -KMH

Subject: 06743-560
From: Sandy Beach <sandybeach8431546@gmail.com>
Date: 4/24/2020, 10:36 AM
To: Lynette Senter <tcwsd@fairpoint.net>

Is the lot highlighted in blue eligible for water sewer hookup?



Sandy Beach
<••}><
Broker
Big Bend Properties, Inc.
www.bbpf.com

Sandy Beach

Subject: 06743-560 full parcel
From: Sandy Beach <sandybeach8431546@gmail.com>
Date: 4/24/2020, 10:37 AM
To: Lynette Senter <tcwsd@fairpoint.net>

See full parcel in blue



Sandy Beach
<•}}><
Broker
Big Bend Properties, Inc.
www.bbpf.com

The Taylor Coastal Water & Sewer District has an opening on our Commission Board.

Taylor Coastal Water and Sewer District has two (2) openings on its governing Board of Commissioners. These are volunteer positions. Potential commissioners must complete an application, must own property within the District's boundaries and must solemnly swear that they are a registered voter within the State of Florida. Each opening is to serve the remainder of a term that began on May 3, 2020 and will end on May 3, 2024. Commission meetings are held on the 4th Tuesday of each month at the District Office at 3:00 P.M. Special called meetings may also occur.

Interested parties may obtain an application from www.tcwsd.org/applications. You may also pick up an application at the District Office located at 18820 Beach Road, Perry, FL 32348 or at the Taylor County Administrative Complex located at 201 E. Green Street, Perry, FL 32347. Once completed, you may return the application to either of the above mentioned locations. Applications must be received by 4:00 PM on Tuesday, May 26, 2020. All requests will be submitted to the Taylor County Board of County Commissioners for appointment. Further information may be obtained by calling (850) 578-3043.

ran May 8th, 13th, 15th, 20th + 22nd

Taylor Coastal Water and Sewer District is seeking a Wastewater Trainee/Field Assistant. This is a part-time position with 25 hours per week. Salary of \$18,000 per year. Applicants must have a high school diploma or equivalent and a valid Florida Drivers license with a clean record. This position requires that training to receive a wastewater operator's license be pursued. To review the complete job description you may visit our website at tcwsd.org or request a copy of the job description and application by contacting the District Office located at 18820 Beach Road, Perry, Florida, visiting our website at www.tcwsd.org, emailing the District at tcwsd@fairpoint.net or by calling 850-578-3043. Applications will be accepted until 4:00 p.m. Tuesday, June 30, 2020.

EOE/Drug Free Workplace

TAYLOR COASTAL WATER & SEWER DISTRICT
18820 Beach Road
Perry, FL 32348

JOB DESCRIPTION: WASTEWATER TRAINEE / FIELD ASSISTANT

Position Objective

To perform a variety of skilled and semi-skilled technical and maintenance work in the operation, maintenance and repair of the wastewater treatment facilities and systems per Federal and State quality standards and requirements.

To pursue and obtain a Florida Wastewater Treatment Plant Operator's License.

This position reports to Field Manager and must be available 24-Hours per Day.

Duties and Responsibilities

- Assist with maintenance and repairs at the wastewater treatment plant, water treatment plant and all other District facilities and properties
- Assist with reading water meters each month

Essential Knowledge, Skills and Abilities

Communications:

- Must have the ability to actively listen to others for understanding of their needs and situations (ability to speak and write English clearly)
- Must be able to assertively control conversations in order to quickly and accurately gather pertinent information and be able to communicate this information professionally and precisely to the proper recipient.
- Must have the ability to understand and carry out written and oral instructions.

Decision Making:

- Must act in a decisive manner, using good judgment, in routine and emergency situations
- Must be able to assess problems and situations, able to anticipate needs and evaluate alternatives
- Must be able to effectively interpret the policies and objectives of the department

Interpersonal Relationships:

- Must be consistent in dealing with people
- Must be sensitive to others problems and concerns without direct involvement
- Must exclude personal biases from work performance
- Must have the ability to accept criticism and/or discipline
- Must have tact and diplomacy
- Must have a positive attitude
- Must be able to maintain cooperative working relationships with employees, various organizations and the public
- Must have the ability to work safely

Professional Attitude:

- Must have commitment to the District; willingness to take initiative; dependability; maturity in relationships with others; and self-confidence
- Must represent the District to other agencies staff and citizens with a courteous, helpful accurate and business-like attitude in all telephone and personal contact

Quality of Work:

- Must be able to produce quality, accurate work
- Must be able to detect and correct errors
- Must be able to utilize work time properly and productively

Physical Abilities:

- Must have the ability to read and discern visual images on a variety of media
- Must be able to use a shovel, common hand and power tools, wrenches, detection devices, mobile radio, phone, calculator and a variety of lab equipment
- Must be able to lift at least 40 pounds

Other:

- Must have a valid Florida Driver's License
- Must have a clean driving record

In addition to plant operation and maintenance, specific duties may include, but are not limited to:

Grinder pump repair in field/shop
Grinder pump disconnects/reconnects
Assist with grinder pump installations
Landscaping of plants, lift stations and District facilities
Weekly maintenance of lift stations
Inspection/Repair of vent tubes
Janitorial duties
Line locates
Emergency calls and service after regular hours and on holidays.

5/19/2020

LEGAL SERVICES FOR THE TAYLOR COASTAL WATER & SEWER DISTRICT

Statement of Services Requested:

The Board of Commissioners is searching for an attorney to provide legal services for the Taylor Coastal Water & Sewer District. The attorney is to provide legal advice and counsel on all matters pertaining to the operation of a public water and sewer district.

Attendance at our monthly board meetings is not required unless specifically requested. Communication via email and phone is acceptable.

Additionally:

- 1) The attorney will represent the Board in cases dealing with code enforcement and defend the Board in lawsuits. When needed, the attorney will seek legal remedy for delinquent accounts.
- 2) The attorney will advise the Board on federal, state and local statutes as they relate to the operation of the District.
- 3) The attorney will serve as the General Counsel to the Board of Commissioners. This statement of services required is not all-inclusive and the attorney selected may be required to perform other services as requested.

Respondents to this request for legal services shall propose a rate structure for services and discuss the proposed working relationship with the Board of Commissioners. The respondent shall also provide a "resume of legal experience" related to general counsel for a public utility or other related legal services. The respondent shall identify "key personnel" that will be involved in the services requested.

A response is requested by Tuesday, June 30, 2020 at 4:00 PM, at the Taylor Coastal Water & Sewer District, 18820 Beach Road, Perry, FL 32348. Please call 850-578-3043 or email tcwsd@fairpoint.net with any questions.