

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

**REGULAR COMMISSION MEETING AGENDA**  
**Tuesday, December 15, 2020**  
**3:00 p.m.**

IN AN EFFORT TO PROTECT THE PUBLIC AND THE DISTRICT BOARD, A  
CONFERENCE LINE HAS BEEN SET UP TO ACCOMMODATE COMMUNITY ACCESS TO THE  
MEETING.

CONFERENCE LINE: 1-917-900-1022 CONFERENCE ID: 18820  
THIS IS NOT A TOLL-FREE NUMBER AND YOU MAY BE SUBJECT TO LONG DISTANCE  
CHARGES, ACCORDING TO YOUR LONG DISTANCE PLAN

**When the Chairperson opens the meeting for public comment, please follow these instructions:  
If you wish to speak please dial \*5. The moderator will unmute your line when it is your turn to  
speak, and notify you by announcing the last 4 digits of your telephone number. Please announce your  
name and address. You will be allowed to speak for 3 minutes.**

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. Richard Powell, Powell & Jones to present 2018-2019 Audit
5. Trevor Burch from Dewberry – update on Water Improvements Project
6. Approval of Minutes from October 27, 2020 Board Meeting
7. Staff and Committee Reports - October
  - a. Director's Report – October 2020 – Kristi Hathcock
  - b. Other Billing Clerk Items – Kristi Hathcock
  - c. Financial Report October 2020 – Lynette Senter
  - d. Water Audit – October 2020

Staff and Committee Reports - November

- a. Director's Report – November 2020 – Kristi Hathcock
- b. Other Billing Clerk Items – Kristi Hathcock
- c. Financial Report November 2020 – Lynette Senter
- d. Water Audit – November 2020

Staff and Committee Reports - December

- a. Director's Report – December 2020 – Kristi Hathcock
- b. Other Billing Clerk Items – Kristi Hathcock
- c. Financial Report December 2020 – Lynette Senter

- d. Water Audit – December 2020
- e. Other Office Manager Items – Lynette Senter

8. New Business

- a. Service Requests - Marlinda Bullock for Bill and Martha Hargesheimer Parcel #06642-508
- b. Approval of updated Rules and Regulations to include the rate increase effective 10/1/2020.
- c. Request by Clinton Wood that the District take over the water line going down Bird Island Road.
- d. Request by Dave Dall to give a water only hookup to property at Cedar Island.
- e. Letter from Ray Curtis regarding 22645 Fish Creek Highway
- f. Suwanee River Water Management District System Loss Monitoring Agreement

10. Old Business

- a. Grinder Pump Fee – current \$12.50 per month, discuss possible increase.
- b. Review of email from Attorney regarding Tony Brown lot service request.
- c. Update on Hurricane Hermine repairs expenses and Public Assistance from the Florida PA

11. Closing Remarks Commissioners/Staff

12. Motion to Adjourn

# Directors Report

Taylor Coastal Water &amp; Sewer Distr

**Water Sold This Month**

**929,000 Gallons**

	Amount (\$)	# Of Accounts
Total Water	17,683.14	529
Total Sewage	25,480.82	512
Total Grinder Pump Fee	6,312.48	510
Total LATE FEE	286.48	34
Total Adjustments	-227.27	20
<b>Total Current Charges</b>	<b>49,535.65</b>	<b>530</b>
Amount Past Due 1-30 Days	976.07	17
Amount Past Due 31-60 Days	87.16	1
Amount Past Due Over 60 Days	0.00	
Amount Of Overpayments/Prepayments	-16,755.06	143
<b>Total Receivables</b>	<b>33,843.82</b>	<b>471</b>

Total Receipts On Account	50,997.71	479
Net Change in Memberships	1,000.00	1
Amount of All Memberships	253,820.00	468
Amount of All Deposit 2	4,500.00	6
Turned Off Accounts (Amount Owed)	-1,020.61	144
Collection Accounts (Amount Owed)	-1,013.45	120
Number Of Unread (Turned On) Meters		1
Average Usage For Active Meters	1,668	557
Average Water Charge For Active Meters	33.43	529

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		2		67,000	7.21	1.62
20,001-30,000		2		47,000	5.06	1.06
10,001-20,000		8		103,000	11.09	2.57
8,001-10,000		7		68,000	7.32	1.85
6,001-8,000		13		97,000	10.44	3.01
4,001-6,000		21		109,000	11.73	4.28
2,001-4,000		68		237,000	25.51	12.55
1-2,000		152		201,000	21.64	26.86
Zero Usage		284		0	0.00	46.21
<b>Total Meters</b>		<b>557</b>		<b>929,000</b>	<b>100.00</b>	<b>100.00</b>

# Directors Report

Taylor Coastal Water &amp; Sewer Distr

## Monthly Reconciliation

Ending Receivables (Last Month)		35,305.88
Sales this Month	+	49,762.92
Adjustments this Month		-227.27
Less Payments this Month	-	50,997.71
	-	<u>33,843.82</u>
Total Receivables		<b>33,843.82</b>
Ending Memberships (Last Month)		256,320.00
Changes this Month		1,000.00
	-	<u>257,320.00</u>
Total Memberships		<b>258,320.00</b>

## PAST DUE LIST

Taylor Coastal Water & Sewer Distr

ACCT#	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
158	2 HAYMAN, DAVID K.	97.92	97.74	87.16		219.73 9/29/20	282.82
Total Receivables: 33,843.82		97.92		87.16			
Accounts Listed: 1			97.74		0.00		5282.82

All Customers Age 2 Accounts

Taylor Coastal Water & Sewer Dist.

9:54:38AM

# Turned Off Accounts

Taylor Coastal Water & Sewer Distr

ACCT #	NAME	SERVICE ADDRESS	ROUTE	TURN-OFF DATE	MONTHS INACTIVE
18	JAGADISH, B.	20340 BEACH RD	6	12/11/20	1

1 Accounts turned off since 12/01/2020

All Customers

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
682	SCHOOL OF REDS LLC	20999 MARINA ROAD-LOT	1	New Membership	\$0.00	12/3/2020	\$1,000.00	12/3/2020	\$1,000.00
1	Accounts using code for	New Membership							
0	Accounts using code for	Membership Increase							
0	Accounts using code for	Apply to Balance							
0	Accounts using code for	Refund							
0	Accounts using code for	Other							
0	Accounts using code for	Transfer							
	Net Change:						1,000.00		

0 Accounts using code for New Deposit  
 0 Accounts using code for Increase Deposit  
 0 Accounts using code for Apply to Balance  
 0 Accounts using code for Refund  
 0 Accounts using code for Other  
 0 Accounts using code for Transfer  
 Deposit 2 Net Change: 0.00

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

# ADJUSTMENTS

Wednesday, December 30, 2020

9:51:54AM

12/30/2020

Page 1 of 2

Taylor Coastal Water & Se

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
294	REICHARD, THOMAS & LO	10	(\$87.16)	LTS	12/4/20
PayClix Error					
678	WINGATE, STEVEN B.	10	(\$37.62)	KMH	12/18/20
LEAK IN METER BOX					
	<b>2 Total Adjustments</b>		<b>(\$124.78)</b>	<b>For Adjustment 10</b>	
399	BEACH, TRAVIS	12	(\$10.77)	KMH	12/21/20
LATE FEE ADJUSTMENT					
562	CPZA PROPERTIES LLC	12	(\$8.72)	KMH	12/2/20
DUE TO DEATH IN THE FAMILY					
33	HEARTSFIELD, BRUCE	12	(\$9.39)	KMH	12/21/20
PAYMENT IN BOX					
299	HEARTSFIELD, BRUCE	12	(\$7.12)	KMH	12/21/20
PAYMENT IN BOX					
150	MADISON, JASON & SAMA	12	(\$58.72)	KMH	12/21/20
NP					
294	REICHARD, THOMAS & LO	12	(\$8.72)	LTS	12/4/20
PayClix Error					
	<b>6 Total Adjustments</b>		<b>(\$103.44)</b>	<b>For Adjustment 12</b>	
350	BAUMGARDNER, TOM	13	(\$14.68)	KMH	12/21/20
NP					
147	DORRIS, GARY & LISA	13	(\$8.43)	KMH	12/21/20
NP					
178	HENDERSON, ROBBIE L.	13	(\$51.38)	KMH	12/21/20
NP					
66	LILLIOTT, HUD AND LAUR	13	(\$14.68)	KMH	12/21/20
NP					
668	MINIX, JOHN & BECKY	13	(\$7.34)	KMH	12/21/20
NP					
318	MORRIS, JOHN	13	(\$205.52)	KMH	12/21/20
NP					
300	SCHAMBEAU, GERALD	13	(\$7.34)	KMH	12/21/20
NP					
435	WHITE, D.L.	13	(\$7.34)	KMH	12/21/20
NP					
606	WOODS, HOWARD	13	(\$7.34)	KMH	12/21/20
NP					
	<b>9 Total Adjustments</b>		<b>(\$324.05)</b>	<b>For Adjustment 13</b>	
205	AOUN, EDDY	14	\$100.00	KMH	12/2/20
RAY TO AOUN					
400	BRAY, HARVEY JR.	14	\$100.00	KMH	12/18/20
BRAY TO HELLEMN					
380	GREENE, ZACH	14	\$100.00	KMH	12/18/20
GREENE TO CANNINGTON					
	<b>3 Total Adjustments</b>		<b>\$300.00</b>	<b>For Adjustment 14</b>	
18	JAGADISH, B.	19	\$25.00	LTS	12/7/20
Disconnect Water at Customer Request					
	<b>1 Total Adjustments</b>		<b>\$25.00</b>	<b>For Adjustment 19</b>	

10. (124.78) Other adjustment



Taylor Coastal Water & Se

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
12.	(103.44) Late fee adjustment				
13.	(324.05) Non-potable water/second meter				
14.	300.00 Transfer fee (chg of owner)				
19.	25.00 Disconnect fee				
	20 Accounts	21 Total Adjustments	(S227.27)		

All Customers

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

# TAYLOR COASTAL WATER & SEWER DISTRICT

## Profit & Loss Budget Performance

December 2020

5:44 PM  
01/20/21  
Accrual Basis

Ordinary Income/Expense	Dec 20	Budget	Oct - Dec 20	YTD Budget	Annual Budget
<b>Income</b>					
CUSTOMER GRINDER PUMP SALES	6,000.00	6,000.00	12,000.00	18,000.00	72,000.00
ADJUSTMENTS, RVS BILLING	-227.27	0.00	-22.72	0.00	0.00
GRINDER PUMP FEE	6,312.48	6,030.00	16,912.44	18,090.00	72,360.00
LATE FEES, RVS	286.48	283.33	680.04	860.03	3,400.00
SEWAGE SALES	25,480.82	25,799.67	74,689.50	77,398.97	309,598.00
WATER CONNECTION FEE (RVS MEMBERSHIP)	1,000.00	1,210.00	2,300.00	3,630.00	14,520.00
WATER SALES	17,683.14	17,886.33	52,181.36	53,689.03	214,756.00
<b>Total Income</b>	<b>56,535.65</b>	<b>57,219.33</b>	<b>160,740.62</b>	<b>171,658.03</b>	<b>686,632.00</b>
<b>Gross Profit</b>	<b>56,535.65</b>	<b>57,219.33</b>	<b>160,740.62</b>	<b>171,658.03</b>	<b>686,632.00</b>
<b>Expense</b>					
SAVINGS RESERVE FOR SEWER	0.00	0.00	0.00	0.00	0.00
SAVINGS RESERVE FOR GP FEES	0.00	0.00	0.00	0.00	0.00
SAVINGS RESERVE FOR WATER	0.00	0.00	0.00	0.00	0.00
PRINCIPAL EXPENSE - RURAL DEV (Rural Development Principal)	0.00	0.00	0.00	0.00	0.00
FORD F-150 PICKUP PAYMENTS	395.68	365.67	1,166.98	1,166.97	4,628.00
Property Upgrade WWTP PROPERTY	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	729.25	0.00	0.00	0.00
ADVERTISING	0.00	125.00	180.86	375.00	1,500.00
BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
BANK CHARGES/SERVICE CHARGES	108.23	33.33	474.12	100.03	400.00
COMPUTER/SERVICE, SOFTWARE	109.94	333.33	2,286.81	1,000.03	4,000.00
DUES & SUBSCRIPTIONS	35.00	58.33	35.00	175.03	700.00
ENGINEERING SERVICES	0.00	125.00	0.00	375.00	1,500.00
FINANCE CHG/LATE FEE	0.00	0.00	0.00	0.00	0.00
FREIGHT	131.05	83.33	175.34	250.03	1,000.00
GAS/OIL/DIESEL	151.82	333.33	381.24	1,000.03	4,000.00
INSURANCE					
INLAND MARINE	0.00	19.00	0.00	67.00	228.00
AUTO	0.00	258.33	0.00	775.03	3,100.00
BONDS, Comm/Emp Dis/D&O Lia	0.00	325.00	263.00	975.00	3,900.00
GENERAL LIABILITY INS.	0.00	211.25	0.00	633.75	2,535.00
POLLUTION (WWTP DIESEL TANK)	0.00	75.83	0.00	227.63	910.00
PROPERTY INSURANCE	0.00	188.92	0.00	566.72	2,267.00
<b>Total Insurance</b>	<b>0.00</b>	<b>1,078.33</b>	<b>263.00</b>	<b>3,235.03</b>	<b>12,940.00</b>
INTEREST EXPENSE	0.00	0.00	0.00	0.00	0.00
INTEREST EXPENSE - RURAL DEV (USDA-RD)	4,610.02	4,523.25	13,681.35	13,569.75	54,279.00
LANDSCAPING & DESIGN	0.00	41.67	0.00	124.97	500.00
LEGAL/PROFESSIONAL FEES	46.90	916.67	1,259.65	2,749.97	11,000.00
LICENSES & PERMITS	380.90	458.33	556.90	1,375.03	5,500.00
MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00

**TAYLOR COASTAL WATER & SEWER DISTRICT**  
**Profit & Loss Budget Performance**  
 December 2020

5:44 PM  
 01/20/21  
 Accrual Basis

	Dec 20	Budget	Oct - Dec 20	YTD Budget	Annual Budget
MOWING					
OFFICE EXPENSE	0.00	300.00	320.00	930.00	3,600.00
PERSONNEL EXPENSE	243.65	250.00	651.04	750.00	3,000.00
EDUCATION/CONFERENCE EXPENSE	111.00	100.00	131.00	300.00	1,200.00
RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)	1,218.68	1,202.58	3,627.39	3,807.78	14,431.00
SALARIES & WAGES-WTR & WW OP	8,154.78	7,984.58	24,244.98	23,883.78	95,835.00
SALARIES & WAGES-ADMINISTRATIVE	4,032.12	4,032.05	12,029.06	12,056.26	48,385.00
TAXES-PAYROLL	932.29	926.00	2,774.96	2,778.00	11,112.00
TRAVEL/MILEAGE	0.00	100.00	0.00	300.00	1,200.00
WORKER'S COMPENSATION INSURANCE	0.00	541.67	0.00	1,624.97	6,500.00
PERSONNEL EXPENSE - Other	0.00	0.00	0.00	0.00	0.00
<b>Total PERSONNEL EXPENSE</b>	<b>14,448.85</b>	<b>14,896.91</b>	<b>42,807.40</b>	<b>44,690.61</b>	<b>176,763.00</b>
POSTAGE	0.00	250.00	0.00	750.00	3,000.00
PROP/EQUIP UPGRADES - Dist Off	0.00	166.67	0.00	499.97	2,000.00
Repair Maintenance District Off	30.00	166.67	157.08	489.97	2,000.00
SAFETY EQUIPMENT	0.00	66.67	0.00	189.97	800.00
SUPPLIES, CLEANING & MISC.	0.00	0.00	0.00	0.00	0.00
TAXES-OTHER	41.22	0.00	44.50	0.00	0.00
TELEPHONE	342.71	400.00	1,026.13	1,200.00	4,800.00
TRACTOR MAINTENANCE	0.00	126.67	67.29	379.97	1,520.00
UTILITIES (ELECTRICAL SERVICE)	2,036.68	2,041.67	5,184.08	6,124.97	24,500.00
VEHICLE MAINTENANCE	0.00	274.00	749.06	822.00	3,288.00
WASTEWATER DEPARTMENT					
Hurricane Hermine Expenses	0.00	0.00	0.00	0.00	0.00
NEW PUMP PURCHASE DISTRICT	0.00	4,965.00	8,820.00	14,895.00	59,560.00
GP INSTALLATION EXPENSES	3,300.00	2,500.00	9,900.00	7,500.00	30,000.00
GRINDER PUMP REPAIR ACCOUNT	0.00	833.33	2,186.25	2,500.03	10,000.00
EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	0.00
CHEMICALS, SEWER	122.50	250.00	340.25	750.00	3,000.00
GROUNDWATER MONITORING, WWTP	0.00	416.67	0.00	1,249.97	5,000.00
LAB TESTING/SUPPLIES, SEWER	646.46	250.00	1,026.45	750.00	3,000.00
REPAIR/MAINTENANCE, SEWER	16,910.58	3,333.33	16,910.58	10,000.03	40,000.00
REPLACEMENT PARTS, SEWER	1,006.84	833.33	1,118.75	2,500.03	10,000.00
SLUDGE HAULING	0.00	281.67	0.00	874.97	3,500.00
SUPPLIES/SMALL TOOLS, SEWER	18.20	186.67	112.88	499.97	2,000.00
SYSTEM/PLANT UPGRADES, SEWER	1,330.62	166.67	1,330.62	499.97	2,000.00
WASTEWATER DEPARTMENT - Other	0.00	0.00	0.00	0.00	0.00
<b>Total WASTEWATER DEPARTMENT</b>	<b>23,335.19</b>	<b>14,006.67</b>	<b>39,545.79</b>	<b>42,019.97</b>	<b>168,060.00</b>
WATER DEPARTMENT					
CHEMICALS, WATER	96.25	250.00	218.75	750.00	3,000.00
LAB TESTING/SUPPLIES, WATER	299.00	333.33	504.00	1,000.03	4,000.00
REPAIR/MAINTENANCE, WATER	110.69	1,250.00	5,899.62	3,750.00	15,000.00
REPLACEMENT PARTS, WATER	961.11	583.33	961.11	1,750.03	7,000.00
SUPPLIES/SMALL TOOLS, WATER	115.18	166.67	156.68	499.97	2,000.00

TAYLOR COASTAL WATER & SEWER DISTRICT  
 Profit & Loss Budget Performance

December 2020

5:44 PM  
 01/20/21  
 Accrual Basis

	Dec 20	Budget	Oct - Dec 20	YTD Budget	Annual Budget
SYSTEM/PLANT UPGRADES, WATER	0.00	333.33	2,261.21	1,000.03	4,000.00
TANK MAINTENANCE, WATER	0.00	0.00	0.00	0.00	0.00
<b>Total WATER DEPARTMENT</b>	<b>1,582.23</b>	<b>2,916.66</b>	<b>10,001.75</b>	<b>8,750.06</b>	<b>35,000.00</b>
<b>Total Expense</b>	<b>46,020.03</b>	<b>45,087.41</b>	<b>121,024.37</b>	<b>135,262.31</b>	<b>541,049.00</b>
<b>Net Ordinary Income</b>	<b>8,515.62</b>	<b>12,131.92</b>	<b>39,716.25</b>	<b>36,395.72</b>	<b>145,583.00</b>
Other Income/Expense					
Other Income	0.00	0.00	0.00	0.00	0.00
STATE REVOLVING FUND PROGRAM	0.00	0.00	0.00	0.00	0.00
State of Florida Public Assist (Reimbursement of Hurricane Hermine Expenses)	0.00	0.00	0.00	0.00	0.00
CAPITAL GRANT_EPA GRANT REVENUE	0.00	0.00	0.00	0.00	0.00
CAPITAL GRANT_USDA-RD GRANT REV	0.00	0.00	30,000.00	0.00	0.00
INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
LABOR/PARTS, CUST REPAIR	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>
Other Expense	0.00	0.00	0.00	0.00	0.00
EMPLOYEE VACINATION EXPENSE	0.00	0.00	0.00	0.00	0.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>8,515.62</b>	<b>12,131.92</b>	<b>69,716.25</b>	<b>36,395.72</b>	<b>145,583.00</b>

**TAYLOR COASTAL WATER & SEWER DISTRICT  
EXPENSE BREAKDOWN  
December 2020**

5:44 PM  
01/20/21  
Accrual Basis

Date	Num	Name	Memo	Amount
<b>FORD F-150 PICKUP PAYMENTS</b>				
12/01/2020	Payment...	VyStar CSB	Ford F-150 Truck payment #...	385.66
Total FORD F-150 PICKUP PAYMENTS				385.66
<b>BANK CHARGES/SERVICE CHARGES</b>				
12/02/2020	EFT	PAY CLIX	MONTHLY PROCESSING F...	24.95
12/28/2020			Service Charge	29.00
12/31/2020			Service Charge	54.28
Total BANK CHARGES/SERVICE CHARGES				108.23
<b>COMPUTER/SERVICE, SOFTWARE</b>				
12/01/2020	DEC	CONSOLIDATED COMMUNIC...	578-3043 INTERNET SERV...	59.95
12/21/2020	SENER	MALWAREBYTES	Malware Bytes Software Pro...	49.99
Total COMPUTER/SERVICE, SOFTWARE				109.94
<b>DUES &amp; SUBSCRIPTIONS</b>				
12/07/2020	2021	THE TACO TIMES & NEWSH...	1 YEAR SUBSCRIPTION E...	35.00
Total DUES & SUBSCRIPTIONS				35.00
<b>FREIGHT</b>				
12/07/2020	4841349	HAWKINS, INC	Fuel Surcharge Hawkins, Inc	12.00
12/07/2020	4841348	HAWKINS, INC	Fuel Surcharge Hawkins, Inc	12.00
12/09/2020	441310	USA Blue Book	SHIPPING	10.48
12/15/2020	SENER	Amazon.com	SHIPPING	5.89
12/15/2020	BENNETT	ZOROTOOLS.COM	SHIPPING	34.74
12/22/2020	169352	RVS SOFTWARE	Shipping	33.83
12/22/2020	453551	USA Blue Book	SHIPPING	9.89
12/22/2020	453578	USA Blue Book	SHIPPING	12.12
Total FREIGHT				131.05
<b>GAS/OIL/DIESEL</b>				
12/03/2020	MORGAN	KEATON BEACH BUMS	24.147 GAL @ \$1.999/GAL	48.27
12/18/2020	MORGAN	WALTER B'S	22.287 Gallons @ \$1.959 pe...	44.55
12/23/2020	BENNETT	WALTER B'S	19.347 Gallons @ \$2.11 per...	41.00
12/25/2020	MORGAN	WALTER B'S	Used Company Card by Mist...	18.00
Total GAS/OIL/DIESEL				151.82
<b>INTEREST EXPENSE - RURAL DEV (USDA-RD)</b>				
12/31/2020	RD Accr...		DEC 2020	4,610.02
Total INTEREST EXPENSE - RURAL DEV (USDA-RD)				4,610.02
<b>LEGAL/PROFESSIONAL FEES</b>				
12/04/2020	Golden...	GARY KNOWLES, CLERK OF...	Utility Easement Golden #581	27.70

# TAYLOR COASTAL WATER & SEWER DISTRICT EXPENSE BREAKDOWN

December 2020

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Accrual Basis

Date	Num	Name	Memo	Amount
12/07/2020	Weidon	GARY KNOWLES, CLERK OF...	Utility Easement Weidon #107	19.20
Total LEGAL/PROFESSIONAL FEES				46.90
<b>LICENSES &amp; PERMITS</b>				
12/21/2020	4897	FRWA	MEMBERSHIP RENEWAL	360.90
Total LICENSES & PERMITS				360.90
<b>OFFICE EXPENSE</b>				
12/09/2020	SENTER	WAL MART	Clear Tape	7.97
12/09/2020	SENTER	WAL MART	Pliers Set	24.94
12/09/2020	SENTER	WAL MART	Screwdriver Set	15.88
12/09/2020	SENTER	WAL MART	Scrubbing Bubbles Toilet Gel	13.76
12/09/2020	SENTER	WAL MART	Measuring Tape	6.88
12/09/2020	SENTER	WAL MART	Legal Pads	8.88
12/09/2020	SENTER	WAL MART	Star Wood Screws	10.37
12/22/2020	169392	RVS SOFTWARE	Water/Sewer Bills (3000 bills)	152.97
Total OFFICE EXPENSE				243.65
<b>PERSONNEL EXPENSE</b>				
<b>EDUCATION/CONFERENCE EXPENSE</b>				
12/09/2020	SENTER	CALIFORNIA STATE UNIVER...	JEREMY FRENCH WW BO ...	111.00
Total EDUCATION/CONFERENCE EXPENSE				111.00
<b>RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)</b>				
12/01/2020	6432	BENNETT, RONALD A		426.62
12/01/2020	6433	FRENCH, JEREMY D		150.00
12/01/2020	6434	HATHCOCK, KRISTI M		162.50
12/01/2020	6435	MORGAN, DAVID L		236.65
12/01/2020	6436	SENTER, LYNETTE T		240.71
Total RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)				1,218.68
<b>SALARIES &amp; WAGES-WTR &amp; WW OP</b>				
12/01/2020	6432	BENNETT, RONALD A		4,269.22
12/01/2020	6432	BENNETT, RONALD A		0.00
12/01/2020	6433	FRENCH, JEREMY D		1,500.00
12/01/2020	6435	MORGAN, DAVID L		1,940.15
12/01/2020	6435	MORGAN, DAVID L		373.51
12/01/2020	6435	MORGAN, DAVID L		72.68
Total SALARIES & WAGES-WTR & WW OP				8,154.76
<b>SALARIES &amp; WAGES-ADMINISTRATIVE</b>				
12/01/2020	6432	BENNETT, RONALD A		0.00
12/01/2020	6434	HATHCOCK, KRISTI M		1,824.98
12/01/2020	6435	MORGAN, DAVID L		0.00
12/01/2020	6436	SENTER, LYNETTE T		2,407.14

**TAYLOR COASTAL WATER & SEWER DISTRICT  
EXPENSE BREAKDOWN**

December 2020

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Accrual Basis

Date	Num	Name	Memo	Amount
12/01/2020	6436	SENER, LYNETTE T		0.00
12/01/2020	6436	SENER, LYNETTE T		0.00
Total SALARIES & WAGES-ADMINISTRATIVE				4,032.12
<b>TAXES-PAYROLL</b>				
12/01/2020	6432	BENNETT, RONALD A		264.63
12/01/2020	6432	BENNETT, RONALD A		61.89
12/01/2020	6433	FRENCH, JEREMY D		93.00
12/01/2020	6433	FRENCH, JEREMY D		21.75
12/01/2020	6434	HATHCOCK, KRISTI M		100.75
12/01/2020	6434	HATHCOCK, KRISTI M		23.56
12/01/2020	6435	MORGAN, DAVID L		147.97
12/01/2020	6435	MORGAN, DAVID L		34.80
12/01/2020	6436	SENER, LYNETTE T		149.24
12/01/2020	6436	SENER, LYNETTE T		34.90
Total TAXES-PAYROLL				932.29
Total PERSONNEL EXPENSE				14,448.85
<b>Repair Maintenance District Off</b>				
12/10/2020	12-10	MESSICK PEST CONTROL	Monthly Pest Control	30.00
Total Repair Maintenance District Off				30.00
<b>TAXES-OTHER</b>				
12/01/2020	MORGAN	FERGUSON ENTERPRISES, I...	SALES TAX (WILL BE REM...	40.50
12/09/2020	SENER	WAL MART	Sales Tax	0.72
Total TAXES-OTHER				41.22
<b>TELEPHONE</b>				
12/01/2020	DEC	CONSOLIDATED COMMUNIC...	576-2080 WTP GENERATOR	51.16
12/01/2020	DEC	CONSOLIDATED COMMUNIC...	576-2474 WWTP GENERA...	51.16
12/01/2020	DEC	CONSOLIDATED COMMUNIC...	576-3043 DISTRICT OFFICE	56.77
12/01/2020	DEC	CONSOLIDATED COMMUNIC...	LONG DISTANC FEES/TAX...	20.94
12/09/2020	9868747...	VERIZON WIRELESS	Jeremy French 843-1917	51.50
12/09/2020	9868747...	VERIZON WIRELESS	David Morgan 843-7613	51.50
12/09/2020	9868747...	VERIZON WIRELESS	Ron Bennett 843-7621	59.68
Total TELEPHONE				342.71
<b>UTILITIES (ELECTRICAL SERVICE)</b>				
12/23/2020	103417	TRI-COUNTY ELECTRIC, INC.	well	349.60
12/23/2020	103417	TRI-COUNTY ELECTRIC, INC.	pumping station	30.77
12/23/2020	103417	TRI-COUNTY ELECTRIC, INC.	District Office	122.84
12/23/2020	103417	TRI-COUNTY ELECTRIC, INC.	Lift Station #2 Grackle	87.69
12/23/2020	103417	TRI-COUNTY ELECTRIC, INC.	WWTP	1,215.65
12/23/2020	103417	TRI-COUNTY ELECTRIC, INC.	Lift Station #1 Boat Ramp	132.68
12/23/2020	103417	TRI-COUNTY ELECTRIC, INC.	Storage Trains	30.77

# TAYLOR COASTAL WATER & SEWER DISTRICT EXPENSE BREAKDOWN

December 2020

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Accrual Basis

Date	Num	Name	Memo	Amount
12/23/2020	103417	TRI-COUNTY ELECTRIC, INC.	WW O&M	66.45
Total UTILITIES (ELECTRICAL SERVICE)				2,036.65
<b>WASTEWATER DEPARTMENT</b>				
<b>GP INSTALLATION EXPENSES</b>				
12/15/2020	13488	F. J. NUAGENT & ASSOCIATES...	Account #107 Weldon - New...	3,300.00
Total GP INSTALLATION EXPENSES				3,300.00
<b>CHEMICALS, SEWER</b>				
12/07/2020	4841346	HAWKINS, INC	70 gallons Ultra-Chlor @ \$1...	122.50
Total CHEMICALS, SEWER				122.50
<b>LAB TESTING/SUPPLIES, SEWER</b>				
12/09/2020	454689	FLOWERS CHEMICAL LABO...	C12 GEL	100.00
12/09/2020	454689	FLOWERS CHEMICAL LABO...	C12 METER	100.00
12/22/2020	453561	USA Blue Book	Mulli 2 Tester for Sewage La...	226.00
12/22/2020	453578	USA Blue Book	HACH PH Buffer	60.45
12/28/2020	457104	FLOWERS CHEMICAL LABO...	CBOD TSS	45.00
12/28/2020	457104	FLOWERS CHEMICAL LABO...	CBOD TSS FCOL-QT	75.00
12/28/2020	457104	FLOWERS CHEMICAL LABO...	N02/N03 WW	40.00
Total LAB TESTING/SUPPLIES, SEWER				646.45
<b>REPAIR/MAINTENANCE, SEWER</b>				
12/01/2020	1435759	ADVANCED REFRIGERATIO...	Blower Motor	310.00
12/01/2020	1435759	ADVANCED REFRIGERATIO...	Turbo Mini	137.00
12/01/2020	1435759	ADVANCED REFRIGERATIO...	Motor Mount	75.00
12/01/2020	1435759	ADVANCED REFRIGERATIO...	Service Call	90.00
12/08/2020	20764	SHAW'S WELDING, INC.	Repairs to Tank at WWTP	16,100.00
12/09/2020	200333	LANIER MUNICIPAL SUPPLY ...	1-1/4" SCH 80 MIP ADAPTER	78.60
12/21/2020	10060363	GULF COAST PLUMBING AN...	45 Elbow 1-1/4 SCH 80 (11)	92.51
12/21/2020	10060363	GULF COAST PLUMBING AN...	90 Elbow 1-1/4 SCH 80 (7)	29.47
Total REPAIR/MAINTENANCE, SEWER				16,910.58
<b>REPLACEMENT PARTS, SEWER</b>				
12/08/2020	13463	F. J. NUAGENT & ASSOCIATES...	Replacement Boards (4) 12...	910.24
12/08/2020	200333	LANIER MUNICIPAL SUPPLY ...	1-1/4" SCH 80 FIP ADAPTER	96.60
Total REPLACEMENT PARTS, SEWER				1,006.84
<b>SUPPLIES/SMALL TOOLS, SEWER</b>				
12/02/2020	215912	RAGAN'S ACE HARDWARE	PIPE THREAD COMPND 5...	7.99
12/15/2020	MORGAN	WAL MART	Drink Mix	1.58
12/15/2020	MORGAN	WAL MART	Drink Mix	1.18
12/15/2020	MORGAN	WAL MART	Drinks	7.48



**TAYLOR COASTAL WATER & SEWER DISTRICT  
EXPENSE BREAKDOWN  
December 2020**

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Accrual Basis

Date	Num	Name	Memo	Amount
Total SUPPLIES/SMALL TOOLS, SEWER				16.20
<b>SYSTEM/PLANT UPGRADES, SEWER</b>				
12/01/2020	MORGAN	FERGUSON ENTERPRISES, I...	1-1/4X3 BLK STL NIP	61.34
12/01/2020	MORGAN	FERGUSON ENTERPRISES, I...	LF 1-1/4 BRS THRD NRS G...	517.30
12/04/2020	200212	LANIER MUNICIPAL SUPPLY ...	SCH 80 PIPE 1-1/4	42.80
12/04/2020	200212	LANIER MUNICIPAL SUPPLY ...	AQ GRAY HVY BODY	13.98
12/04/2020	200212	LANIER MUNICIPAL SUPPLY ...	QT PRIMER CONDITIONER	12.45
12/14/2020	200371	LANIER MUNICIPAL SUPPLY ...	1-1/4 SCH 80 45	204.68
12/18/2020	200407	LANIER MUNICIPAL SUPPLY ...	1-1/4 SCH 80 45	278.92
12/21/2020	200411	LANIER MUNICIPAL SUPPLY ...	1-1/4 SCH 80 45	201.15
Total SYSTEM/PLANT UPGRADES, SEWER				1,330.62
Total WASTEWATER DEPARTMENT				23,335.19
<b>WATER DEPARTMENT</b>				
<b>CHEMICALS, WATER</b>				
12/07/2020	4841349	HAWKINS, INC	55 gallons Ultra-Chlor @ \$1...	95.25
Total CHEMICALS, WATER				95.25
<b>LAB TESTING/SUPPLIES, WATER</b>				
12/09/2020	441310	USA Blue Book	Hach DPD Free Chlorine Pods	199.00
12/18/2020	457071	FLOWERS CHEMICAL LABO...	Collert-18	100.00
Total LAB TESTING/SUPPLIES, WATER				299.00
<b>REPAIR/MAINTENANCE, WATER</b>				
12/15/2020	BENNETT	ZOROTOOLS.COM	2 Inch Float Valve	110.69
Total REPAIR/MAINTENANCE, WATER				110.69
<b>REPLACEMENT PARTS, WATER</b>				
12/04/2020	200211	LANIER MUNICIPAL SUPPLY ...	WATER METER BOX W/ILD	580.44
12/04/2020	200211	LANIER MUNICIPAL SUPPLY ...	3/4 SCH 40 90 ELBOW	11.50
12/04/2020	200211	LANIER MUNICIPAL SUPPLY ...	COMP X COMP BRASS AD...	131.58
12/17/2020	448795	USA Blue Book	Brass Float Valve 2-Inch	237.59
Total REPLACEMENT PARTS, WATER				961.11
<b>SUPPLIES/SMALL TOOLS, WATER</b>				
12/11/2020	2012-91...	STEINHATCHEE ACE HARD...	Hose	11.92
12/11/2020	2012-91...	STEINHATCHEE ACE HARD...	Cip Battery 4"	7.98
12/12/2020	2012-91...	STEINHATCHEE ACE HARD...	TIRES FOR HANDTRUCK	69.98
12/12/2020	2012-91...	STEINHATCHEE ACE HARD...	GRINDER WHEEL 4"	6.99
12/12/2020	2012-91...	STEINHATCHEE ACE HARD...	BLADE CUTOFF 4"	12.45
12/15/2020	MORGAN	WAL MART	Drink Mix	2.88
12/15/2020	MORGAN	WAL MART	Bottled Water	3.98

**TAYLOR COASTAL WATER & SEWER DISTRICT  
EXPENSE BREAKDOWN**

December 2020

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Accrual Basis

Date	Num	Name	Memo	Amount
		Total SUPPLIES:SMALL TOOLS, WATER		115.18
		Total WATER DEPARTMENT		1,582.23
		<b>TOTAL</b>		<b>48,020.03</b>

## TAYLOR COASTAL WATER &amp; SEWER DISTRICT

## Balance Sheet

01/20/21

As of December 31, 2020

Accrual Basis

Dec 31, 20

	Dec 31, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
SAVINGS CCBG	
DEBT RESERVE, USDA-RD-PHASE II	24,148.00
PAYMENTS, USDA-RD - PHASE II	17,843.63
DEBT RESERVE RD 92-01, CONST.	60,441.00
PAYMENTS, USDA-RD 92-01, CONST.	17,345.00
DEBT RESERVE USDA-RD 91-03, TCU	26,245.00
PAYMENTS, USDA-RD 91-03, TCU	14,698.69
WATER SERVICE FEE, NEW LOTS	38,000.00
DEPRECIATION RESERVE-Major R&R (Major Repair/Replacement)	144,956.84
CONTINGENCY RESERVE	516,751.91
CAPITAL IMPROVEMENTS, MINOR	62,522.92
GRINDER PUMP REPAIR FEE	98,884.88
SAVINGS CCBG - Other	-8,546.04
Total SAVINGS CCBG	1,013,191.83
CAPITAL CITY BANK OP CHKNG (New Bank Account due to Citizens being acquired by Credit Union)	440,691.84
SAVINGS, TCW&SD RESERVE ACCOUNT (BUSINESS SAVINGS)	10,864.95
Total Checking/Savings	1,464,748.62
Accounts Receivable	
ACCOUNTS RECEIVABLE (990 line 47a)	1,211.07
Total Accounts Receivable	1,211.07
Other Current Assets	
PREPAID EXPENSES	6,498.00
INVENTORY	48,613.08
RVS - SYSTEM INCOME	48,485.47
Total Other Current Assets	103,596.55
Total Current Assets	1,569,556.24
Fixed Assets	
2017 FORD F-150 PICKUP	23,518.22
IMPROVEMENTS	13,949.99
ACCUMULATED DEPRECIATION	-3,914,764.99
BUILDINGS	14,961.23
CUSTOMER PURCHASED GPs	339,276.02
EQUIPMENT	136,986.36
EXPANSION, 95.68 Acres,WWTP (From Foley Lands & Timber through Suwannee River Water Management Di...	111,587.90
FIRE HYDRANTS from TCBCC	10,700.00
LAND	167,749.00
OFFICE EQUIPMENT	8,685.37
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; substantial completi...	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	4,590,961.09
Other Assets	
UNRESTRICTED NET ASSET	155,117.53
Total Other Assets	155,117.53
<b>TOTAL ASSETS</b>	<b>6,315,634.86</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	

## TAYLOR COASTAL WATER &amp; SEWER DISTRICT

## Balance Sheet

As of December 31, 2020

	Dec 31, 20
Accounts Payable	
ACCOUNTS PAYABLE (990 line 60)	4,923.65
Total Accounts Payable	4,923.65
Credit Cards	
CARDMEMBER SERVICE (Capital City Bank Visa)	
CCB BUSINESS VISA-BENNETT-6125	1,577.37
CCB BUSINESS VISA-SENER-1850	7,575.55
CCB BUSINESS VISA - GOOD 6624	-763.38
CCB BUSINESS VISA - MORG 3018	1,163.03
CARDMEMBER SERVICE (Capital City Bank Visa) - Other	-8,948.86
Total CARDMEMBER SERVICE (Capital City Bank Visa)	603.71
Total Credit Cards	603.71
Other Current Liabilities	
TCWSD (TRUCK PAYMENT)	745.76
NET PENSION LIABILITY	121,269.00
Accrued Wages	9,977.72
ACCRUED INTEREST-RD	127,235.36
CUSTOMER OVERPAYMENTS	31,082.55
PAYROLL LIABILITIES	4,002.47
RETIREMENT PAYABLE	114.32
Total Other Current Liabilities	294,427.18
Total Current Liabilities	299,954.54
Long Term Liabilities	
N/P CITIZENS STATE BANK	16,873.96
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)	331,935.00
N/P,RD 2005B BONDS,Const. 92-01 (USDA-RD Loan #92-01)	562,000.00
N/P, RD 2011A BONDS, PH II WW	213,699.13
Total Long Term Liabilities	1,084,826.11
Total Liabilities	1,384,780.65
Equity	
RETAINED EARNINGS	3,029,003.21
Unrestrict (retained earnings) (990 line 21 & 67)	1,832,134.75
Net Income	69,716.25
Total Equity	4,930,854.21
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>6,315,634.86</b>

WATER AUDIT  
Taylor Coastal Water and Sewer District

**MONTH: NOVEMBER 2020**  
FROM SEPTEMBER - UNABLE TO USE OCTOBER

Current Master Meter Reading	261,701,000	
Previous Master Meter Reading	260,136,000	
Total Gallons Pumped	1,565,000	1,565,000

UNMETERED WATER	GALLONS	
<b>#1</b>	<b>Booster Station</b>	
a. Tank Drain	200	
b. Air-Charge adjustments (200gpm)	0	
c. Chlorine adjustment – storage	2,000	
<b>#2</b>	<b>Line flushing (summary)</b>	
a. North	14,000	
b. South	0	
c. Flush Hydrant Test	0	
<b>#3</b>	<b>Damaged/Leaking Blow Off Valves Est.</b>	
	0	
<b>#4</b>	<b>Water Treatment Plant</b>	
a. Clear 10K tank	1,000	
b.		
	<b>Total Known unmetered water</b>	
	17,200	17,200

**Gallons Pumped minus Known Unmetered water** 1,547,800

**Total Water Sold (Per Directors Report)** 847,000

**Estimated Water Loss, gallons** 700,800

Gallons pumped minus known unmetered water & water sold.

**Estimated Water Loss (%)** 44.78%

Equals loss (gallons) divided by pumped (gallons)

desire ≤ 10%

**Calculations will be off because the 4-inch well was offline several weeks.**

WATER AUDIT  
Taylor Coastal Water and Sewer District

MONTH: DECEMBER 2020

Current Master Meter Reading	<u>262,901,000</u>	
Previous Master Meter Reading	<u>260,136,000</u>	
Total Gallons Pumped	<u>2,765,000</u>	2,765,000

UNMETERED WATER		GALLONS
#1	<b>Booster Station</b>	
	a. Tank Drain	5,000
	b. Air-Charge adjustments (200gpm)	1,000
	c. Chlorine adjustment – storage	0
#2	<b>Line flushing (summary)</b>	
	a. North	44,000
	b. South	0
	c. Flush Hydrant Test	0
#3	<b>Damaged/Leaking Blow Off Valves Est.</b>	0
#4	<b>Water Treatment Plant</b>	
	a. Clear 10K tank	2,000
	b.	
	<b>Total Known unmetered water</b>	52,000

Gallons Pumped minus Known Unmetered water 2,713,000

Total Water Sold (Per Directors Report) 929,000

Estimated Water Loss, gallons 1,784,000

Gallons pumped minus known unmetered water & water sold.

Estimated Water Loss (%) 64.52%

Equals loss (gallons) divided by pumped (gallons)

desire ≤ 10%

**Calculations are still estimates due to repairs to VFD**

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

DATE: December  
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				
	<b>Booster Station</b>			44000	
ABOVE GROUND FLUSH HYDRANTS (38)		START TIME	END TIME	GALLONS	CL2
	GPM				
<b>CEDAR ISLAND (9)</b>					
	Cedar Island East				
	Cedar Island Road (end)				
	Kingfisher Road				
	Sandpiper				
	Sandpiper South				
	Cedar Island Loop				
	Seahawk Lane (Voight)				
	Ibis Road, Cedar Island				
	Widgeon				
<b>KEATON BEACH (9)</b>					
	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				
<b>DARK ISLAND (2)</b>					
	Gulfview North				
	Gulfview South				
<b>LINDSEY ISLAND (2)</b>					
	Lindsey Island South				
	Lindsey Island North				
<b>DEKLE BEACH (7)</b>					
	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: \_\_\_\_\_

<b>EZELL BEACH (3)</b>	<b>GPM</b>				
Ezell Beach Road	130				
Klumbis Road	100				
Dr. Morgan's Road	80				
<b>MISCELLANEOUS (6)</b>	<b>GPM</b>				
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				
<b>FLUSH VALVES IN VALVE BOXES (8)</b>		<b>START TIME</b>	<b>END TIME</b>	<b>GALLONS</b>	<b>CL2</b>
<b>CEDAR ISLAND (6)</b>	<b>GPM</b>				
Sandpiper, 6 inch	250				
Egret	120				
Ibis Lane	90				
Osprey Road	170				
Cormorant road	250				
Heron Road	150				
<b>FISH CREEK (2)</b>	<b>GPM</b>				
Fish Creek, 2 inch (Kelly)	35				
Fish Creek, 4 inch (Hutchins)	100				





**BOYD & DURANT**  
ATTORNEYS AT LAW

JAMES M. DURANT, JR.  
Board Certified Real Estate Lawyer

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**January 11, 2021**

Dear Friends and Clients:

It is with a heavy heart that I pass along the sad news that Joe Boyd passed away unexpectedly the evening of January 6.

Joe respected the law and the people he worked with throughout his career. He had a unique ability to inject levity into tense situations. Joe was walking proof that there need not be tension between zealously representing a client and showing kindness and joviality to opposing lawyers. That demeanor, combined with his empathy for clients and his knowledge of the law, is the "Joe Boyd Standard."

Joe's family will have a private graveside service on January 13. In keeping with Joe's dedication to following all CDC guidelines, a celebration of his life will be planned when all who loved him can gather in person and share their favorite stories. In lieu of flowers, Joe would have preferred that those inclined instead make donations to one of his favorite charities: Shriners Hospitals for Children, Alzheimer's Project, and Leon County Humane Society.

As much as our thoughts are with Joe's family and loved ones, we understand that our clients' business will go on. Our firm will also press on. I have spoken with Joe's clients whose matters are active and pending. I wish I had the time last week to speak personally to each of you.

Rob Boyd and I—along with paralegals Sandra Canada, Alana Romig, and the rest of our team—will do our best to meet the Joe Boyd Standard. We hope you will give us the opportunity continue assisting you. Of course, we will understand if you decide to hire a different law firm. If that is what you decide, please let our office know so we can facilitate the transfer of your files.

For now, please hug your loved ones a little tighter, try to laugh a little louder, and raise a glass in memory of our beloved friend and colleague.

Sincerely yours,

*/s/ James M. Durant, Jr.*

James M. Durant, Jr.

RULES AND REGULATIONS  
OF  
TAYLOR COASTAL WATER & SEWER DISTRICT  
FOR WATER AND SEWER SERVICE

Adopted November 20, 2002

(Amended May 21, 2007) (Amended March 26, 2013)

(Amended July 22, 2014) (Amended October 1, 2014) (Amended October 1, 2015)

(Amended October 1, 2016) (Amended October 1, 2017) (Amended May 22, 2018)

(Amended October 1, 2018) (**Amended January 26, 2021**)

I CLASSIFICATIONS OF SERVICES:

WATER: The Taylor Coastal Water & Sewer District shall provide a 1- inch supply line at the base rate of \$31.67 for the first three thousand gallons of water. Where water demands dictate (to be determined by the District), a 3/4-inch line will be provided at a base rate of \$31.67 per month. Demands that exceed the capability of a 1-inch line will be considered on a case by case basis with a base rate to be determined by the District. Any water installation request within the Coastal High Hazard area (Zones A and V) will be required to hook up to the District's sewerage system.

SEWER: The Taylor Coastal Water & Sewer District shall provide sewer service at a base rate of \$44.85 for the first three thousand gallons. A \$12.50 per grinder pump per month fee will be assessed for Grinder Pump Maintenance.

II REQUEST FOR SERVICES - WATER ONLY CUSTOMERS:

- (a) Any water installation request within the Coastal High Hazard area (Zones A and V) will be required to hook up to the District's sewerage system. Commercial water only accounts for landscaping and ice business are exempt from this requirement.
- (b) A consumer may request water service for an existing residential or commercial lot by paying a one thousand dollar (\$1,000) connection fee and filing the required information with the District office. This connection fee is for a designated lot (or parcel) number and only for that lot (or parcel) number and is not refundable. The transfer of this fee from one lot to another is prohibited. Upon payment and receipt of the required information, the District will issue a work order for meter installation.
- (c) A service fee of two thousand dollars (\$2,000) will be levied on newly created lots within the District that desire water service. In addition, service fees will be levied on redevelopment activity where the redevelopment is to a more intensive use that requires more water. In these cases, the service fee will be two thousand dollars (\$2,000) per unit for residential or two thousand dollars (\$2,000) per equivalent residential unit (3,000 gallons per month of usage) for commercial. These service fees will be deposited into a capital improvements fund that will be utilized to finance the construction of new water supply wells, storage facilities, and distribution piping to serve new developments. This service fee must be paid directly to TCW&SD before the District can issue a letter that water service will be available. The current connection fee of one thousand dollars (\$1,000) will remain in place and must be paid before the new lot is connected to the system.

- (d) The District may reject any request for service not available under the standard rate or which involves excessive service cost, or which may affect the supply of service to other customers or for other good and sufficient reason.
- (e) The District may reject a request for service when the applicant is delinquent in payment of bills incurred at any location. Further, when there is a delinquent account against the lot or parcel, the District shall not be required to provide service to anyone (including the new owner) at the lot until the account has been paid in full.
- (f) For violation of any provisions of these rules and regulations for service, the District may at the end of a 10-day written notice to the last known address for the customer, discontinue service. The 10-day period shall begin with the postmarked date of the letter. When water only service is discontinued, a twenty-five dollar \$25.00 charge will be applied to the customer's account. When water-only service is reconnected, the customer shall pay a charge of seventy-five dollars (\$75.00) to the District.
- (g) The owner(s) of the property shall be responsible for all bills incurred by the lot or parcel where service is provided. A separate connection fee is required for each water meter installed.

### III REQUEST FOR SERVICES - WATER & SEWER CUSTOMERS

- (a) A consumer may request water and sewer service for an existing residential or commercial lot by paying a one thousand dollar (\$1,000) water connection fee and sewer connection fee, at Market Price and filing the required information with the District office. This connection fee is for a designated lot (or parcel) number and only for that lot (or parcel) number and is not refundable. The transfer of this fee from one lot to another is prohibited. Upon payment and receipt of the required information, and notification that electrical service has been installed, the District will issue a work order for meter installation.
- (b) A service fee of two thousand dollars (\$2,000) will be levied on newly created lots within the District that desire service. In addition, service fees will be levied on redevelopment activity where the redevelopment is to a more intensive use that requires more water. In these cases, the service fee will be two thousand dollars (\$2,000) per unit for residential or two thousand dollars (\$2,000) per equivalent residential unit (3,000 gallons per month of usage) for commercial. These service fees will be deposited into a capital improvements fund that will be utilized to finance the construction of new water supply wells, storage facilities, and distribution piping to serve new developments. This service fee must be paid directly to TCW&SD before the District can issue a letter that water service will be available. The current water connection fee of one thousand dollars (\$1,000) will remain in place and must be paid before the new lot is connected to the system.
- (c) The District may reject any request for service not available under the standard rate or which involves excessive service cost, or which may affect the supply of service to other customers or for other good and sufficient reason.
- (d) Non-Conforming lots, installations outside the normal installation guidelines or requirements, commercial or multiple unit requests must be reviewed by an Engineer and the customer must provide engineered plans for such review. The District may reject any request for service not available under the standard rate or which involves excessive service cost, or which may affect the supply of service to other customers or for other good and sufficient reason.
- (e) The District may reject a request for service when the applicant is delinquent in payment of bills incurred at any location. Further, when there is a delinquent account against the lot or

parcel, the District shall not be required to provide service to anyone (including the new owner) at the lot until the account has been paid in full.

- (f) For violation of any provisions of these rules and regulations for service, the District may at the end of a 10-day written notice to the last known address for the customer, discontinue service. The 10-day period shall begin with the postmarked date of the letter. When water and sewer service is discontinued, a two hundred dollar (\$200.00) charge will be applied to the customer's account. When water and sewer service is reconnected, the customer shall pay a charge of three hundred dollars (\$300.00) to the District.
- (g) The owner(s) of the property shall be responsible for all bills incurred by the lot or parcel where service is provided. A separate connection fee is required for each water meter/grinder pump installed.

#### IV CHARGES AND BILLING - WATER ONLY CUSTOMERS

- (a) The minimum charge, as provided in the rate schedule, shall be made for each meter installed, regardless of location. Each meter shall be billed on a separate billing sheet, and each billing sheet shall cover one account. Each and every meter shall have a separate account number as indicated on the customer billing.
- (b) Water service furnished for a lot or parcel shall be used on that lot only.
- (c) A current rate schedule (a) is attached and is subject to change. (d) A current fee schedule (b) is attached and is subject to change.

#### V CHARGES AND BILLING - WATER & SEWER CUSTOMERS

- (a) The minimum charge, as provided in the rate schedule, shall be made for each meter/grinder pump installed, regardless of location. Each meter/pump shall be billed on a separate billing sheet, and each billing sheet shall cover one account. Each and every meter/pump shall have a separate account number as indicated on the customer billing.
- (b) Water and Sewer service furnished for a lot or parcel shall be used on that lot only.
- (c) A current rate schedule (a) is attached and is subject to change. (d) A current fee schedule (b) is attached and is subject to change.

#### VI DISTRICT'S RESPONSIBILITY AND LIABILITY

- (a) The District shall install its water meter on public right of way as close as feasible to the location desired by the customer. The District's service line shall run immediately adjacent and parallel to the lot or parcel being served.
- (b) The District shall install its grinder pump on the customer's property, obtaining a proper easement granting access. If the lot is a non-conforming property, installation cannot be performed on the lot without an engineer approved placement plan.
- (c) The District is not responsible for the customer's piping or other apparatus used in the dwelling or business. All plumbing and equipment to be served by the District's meters shall be capable of sustaining pressures up to 80 psi.
- (d) The District reserves the right to refuse service unless the customer's lines and piping are installed in such a manner as to prevent cross connections or back flow. The District shall not be liable for damage of any kind whatsoever resulting from water or the use of water on the customer's premises, unless such damage results directly from negligence on the part of the

District. The District shall not be responsible for negligence of the persons, or forces beyond the control of the District, resulting in any interruption.

- (e) The District reserves the right to limit the water flow (reduced pressure) as may be required in an emergency situation.
- (f) The District, at its sole discretion, may deny water service if it determines that water supply and/or infrastructure is insufficient to meet the water demand of a potential customer.

## VII CUSTOMER'S RESPONSIBILITY

- (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.

## VIII 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.

## IX 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.
- (c) Charge for water and sewer service commences when the meter and grinder pump are installed and connected to the customer's line, whether the services are used or not.
- (d) Readings from different meters will not be combined for billing. There will be one bill for each meter the District has in service.
- (e) Bills are due when rendered and are delinquent after the 20<sup>th</sup> of each month. A penalty often (10%) percent will be added to a delinquent bill.
- (f) Failure to receive a bill or notice shall not prevent said bill from becoming delinquent nor relieve the customer from payment.
- (g) It is the customer's responsibility to provide TCWS&D office staff with the most current contact information.

## X SUSPENSION OF SERVICE:

- (a) Upon suspension of service for nonpayment of bills, the District will proceed to collect the delinquent balance in the usual way provided by State Laws for collection of debts.
- (b) The District reserves the right to discontinue service without notice for the following reasons:
  1. To prevent fraud or abuse.
  2. Customer's willful disregard of the District's Rules.
  3. Emergency repairs.
  4. Insufficient supply of water due to circumstances beyond the District's control.
  5. Legal proceedings or processes.
  6. Direction of public authorities.
  7. Strike, riot, fire, floods, accident or other unavoidable cause.
  8. Sharing water and/or sewer with another property.
- (c) The District may, in addition to prosecution by law, permanently refuse service to any customer who tampers with a meter or other measuring device or knowingly allows someone else to tamper with same.

## XI COMPLAINTS - ADJUSTMENTS.

- (a) If a customer believes his bill to be in error, he should contact the District office in person, in writing or by telephone before the bill becomes delinquent.
- (b) Such claim made after the bill has become delinquent shall not be effective in preventing discontinuance of service, as heretofore provided. The customer may pay such bill under protest and said payment shall not prejudice the customer's claim.

- (c) A meter will be tested at the request of the customer upon payment to the District of the actual cost of performing the test. If the meter in question is found to register beyond one percent (1 %) of the correct volume, the current bill will be adjusted.
- (d) If the seal of a meter is broken by other than the District's representative or if the meter fails to register correctly or is stopped for any cause, the customer shall pay an amount estimated from the record of the customer's previous bills or other appropriate data.

XII ABRIDGEMENT OR MODIFICATION OF RULES

- (a) No promise, agreement or representative of any employee of the District shall be binding upon the District except as it shall have been agreed upon in writing, signed and accepted by the acknowledged officer of the District.
- (b) No modification of rates or any of the rules and regulations shall be made by any agent of the District.

XIII SERVICE REQUIRING UPGRADE OF SERVICE LINES, NEW LINES AND CAPACITY

- (a) Service requiring the upgrade of existing lines or new service lines shall be considered by the District on a case by case basis. The District reserves the right to deny new service if the additional needs exceed the capability of the existing infrastructure, places an undue demand on the capacity of the existing system, and/or jeopardizes the District's capability to meet it's current peak and average demands for existing customers.
- (b) The party requesting the new service shall be responsible for ALL cost associated with the permitting, engineering, design and construction of the infrastructure and/or increase in well capacity required to meet the party's water requirement. The party requesting the new service will obtain the required permits.
- (c) Upon approval of the project by the Board of Commissioners, the party requesting the new service shall deposit with the District a good faith fee often percent (10%) of the estimated project costs. This fee is non-refundable.
- (d) All drawings, specifications and materials to be used in construction are to be approved by the District.
- (e) The District reserves to right to inspect and approve all construction.
- (f) The District will approve all water meter locations.
- (g) A water meter will be installed by the District at each lot or parcel upon payment of the required connection fee and/or service fee.

XIV ADOPTION OF RULES:

Until further order of the Board of Commissioners of Taylor Coastal Water & Sewer District, the Rules and Regulations as the same herein above set out are hereby amended.

Done this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

By: \_\_\_\_\_ Attest: \_\_\_\_\_  
 Chairman Secretary

## FEES TAYLOR COASTAL WATER & SEWER DISTRICT

ACCOUNT TRANSFER FEE (Change of ownership (must provide written documentation))	\$ 100.00
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WATER CONNECTION FEE (New water service to existing lot)	\$1,000.00
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WATER SERVICE FEE (Newly created lot / in addition to Connection fee)	\$2,000.00
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DISCONNECT WATER	\$ 25.00
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RECONNECT WATER	\$ 75.00
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WATER METER TEST	\$ 100.00
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(If meter is defective, fee will be waived.)

NON-POTABLE WATER (2 <sup>ND</sup> METER) FEE	300.00
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INTERMEDIATE READING OF WATER METER	25.00
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GRINDER PUMP INSTALLATION	Market Price
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DISCONNECT SEWER AND WATER	\$ 200.00
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RECONNECT SEWER AND WATER (Additional charges of \$25 per hour if system requires purging.)	\$ 300.00
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Road Cut Fee (if Main is opposite property on dirt or gravel)

Water: TBD

Sewer: TBD

Road Bore Fee (if Main is opposite property on paved County Road)

Water: TBD

Sewer: TBD

Highway Road Bore Fee (if Main is opposite property on State or Federal Highway)

Water: TBD

Sewer: TBD



10/1/2020	RATE CHART			
USAGE	WATER	SEWER	GP FEE	TOTAL
3,000	\$31.67	\$44.85	\$12.50	\$89.02
4,000	\$33.65	\$52.19	\$12.50	\$98.34
5,000	\$35.63	\$59.53	\$12.50	\$107.66
6,000	\$37.61	\$66.87	\$12.50	\$116.98
7,000	\$39.93	\$74.21	\$12.50	\$126.64
8,000	\$42.25	\$81.55	\$12.50	\$136.30
9,000	\$44.57	\$88.89	\$12.50	\$145.96
10,000	\$47.50	\$96.23	\$12.50	\$156.23
11,000	\$50.43	\$103.57	\$12.50	\$166.50
12,000	\$53.36	\$110.91	\$12.50	\$176.77
13,000	\$56.29	\$118.25	\$12.50	\$187.04
14,000	\$59.22	\$125.59	\$12.50	\$197.31
15,000	\$62.15	\$132.93	\$12.50	\$207.58
16,000	\$65.65	\$140.27	\$12.50	\$218.42
17,000	\$69.15	\$147.61	\$12.50	\$229.26
18,000	\$72.65	\$154.95	\$12.50	\$240.10
19,000	\$76.15	\$162.29	\$12.50	\$250.94
20,000	\$79.65	\$169.63	\$12.50	\$261.78
21,000	\$83.15	\$176.97	\$12.50	\$272.62
22,000	\$87.38	\$184.31	\$12.50	\$284.19
23,000	\$91.61	\$191.65	\$12.50	\$295.76
24,000	\$95.84	\$198.99	\$12.50	\$307.33
25,000	\$100.07	\$206.33	\$12.50	\$318.90
26,000	\$104.30	\$213.67	\$12.50	\$330.47
27,000	\$108.53	\$221.01	\$12.50	\$342.04
28,000	\$113.61	\$228.35	\$12.50	\$354.46
29,000	\$118.69	\$235.69	\$12.50	\$366.88
30,000	\$123.77	\$243.03	\$12.50	\$379.30
31,000	\$128.85	\$250.37	\$12.50	\$391.72
32,000	\$133.93	\$257.71	\$12.50	\$404.14
33,000	\$139.01	\$265.05	\$12.50	\$416.56

34,000	\$144.94	\$272.39	\$12.50	\$429.83
35,000	\$150.87	\$279.73	\$12.50	\$443.10
36,000	\$156.80	\$287.07	\$12.50	\$456.37
37,000	\$162.73	\$294.41	\$12.50	\$469.64
38,000	\$168.66	\$301.75	\$12.50	\$482.91
39,000	\$174.59	\$309.09	\$12.50	\$496.18
40,000	\$181.38	\$316.43	\$12.50	\$510.31
41,000	\$188.17	\$323.77	\$12.50	\$524.44
42,000	\$194.96	\$331.11	\$12.50	\$538.57
43,000	\$201.75	\$338.45	\$12.50	\$552.70
44,000	\$208.54	\$345.79	\$12.50	\$566.83
45,000	\$215.33	\$353.13	\$12.50	\$580.96
46,000	\$222.97	\$360.47	\$12.50	\$595.94
47,000	\$230.61	\$367.81	\$12.50	\$610.92
48,000	\$238.25	\$375.15	\$12.50	\$625.90
49,000	\$245.89	\$382.49	\$12.50	\$640.88
50,000	\$253.53	\$389.83	\$12.50	\$655.86
51,000	\$261.17	\$397.17	\$12.50	\$670.84
52,000	\$269.66	\$404.51	\$12.50	\$686.67
53,000	\$278.15	\$411.85	\$12.50	\$702.50
54,000	\$286.64	\$419.19	\$12.50	\$718.33
55,000	\$295.13	\$426.53	\$12.50	\$734.16
56,000	\$303.62	\$433.87	\$12.50	\$749.99
57,000	\$312.11	\$441.21	\$12.50	\$765.82
58,000	\$320.60	\$448.55	\$12.50	\$781.65
59,000	\$329.09	\$455.89	\$12.50	\$797.48
60,000	\$337.58	\$463.23	\$12.50	\$813.31
61,000	\$346.07	\$470.57	\$12.50	\$829.14
62,000	\$354.56	\$477.91	\$12.50	\$844.97
63,000	\$363.05	\$485.25	\$12.50	\$860.80
64,000	\$371.54	\$492.59	\$12.50	\$876.63
65,000	\$380.03	\$499.93	\$12.50	\$892.46
66,000	\$388.52	\$507.27	\$12.50	\$908.29
67,000	\$397.01	\$514.61	\$12.50	\$924.12
68,000	\$405.50	\$521.95	\$12.50	\$939.95
69,000	\$413.99	\$529.29	\$12.50	\$955.78

70,000	\$422.48	\$536.63	\$12.50	\$971.61
71,000	\$430.97	\$543.97	\$12.50	\$987.44
72,000	\$439.46	\$551.31	\$12.50	\$1,003.27
73,000	\$447.95	\$558.65	\$12.50	\$1,019.10
74,000	\$456.44	\$565.99	\$12.50	\$1,034.93
75,000	\$464.93	\$573.33	\$12.50	\$1,050.76
76,000	\$473.42	\$580.67	\$12.50	\$1,066.59
77,000	\$481.91	\$588.01	\$12.50	\$1,082.42
78,000	\$490.40	\$595.35	\$12.50	\$1,098.25
79,000	\$498.89	\$602.69	\$12.50	\$1,114.08
80,000	\$507.38	\$610.03	\$12.50	\$1,129.91
81,000	\$515.87	\$617.37	\$12.50	\$1,145.74
82,000	\$524.36	\$624.71	\$12.50	\$1,161.57
83,000	\$532.85	\$632.05	\$12.50	\$1,177.40
84,000	\$541.34	\$639.39	\$12.50	\$1,193.23
85,000	\$549.83	\$646.73	\$12.50	\$1,209.06
86,000	\$558.32	\$654.07	\$12.50	\$1,224.89
87,000	\$566.81	\$661.41	\$12.50	\$1,240.72
88,000	\$575.30	\$668.75	\$12.50	\$1,256.55
89,000	\$583.79	\$676.09	\$12.50	\$1,272.38
90,000	\$592.28	\$683.43	\$12.50	\$1,288.21
91,000	\$600.77	\$690.77	\$12.50	\$1,304.04
92,000	\$609.26	\$698.11	\$12.50	\$1,319.87
93,000	\$617.75	\$705.45	\$12.50	\$1,335.70
94,000	\$626.24	\$712.79	\$12.50	\$1,351.53
95,000	\$634.73	\$720.13	\$12.50	\$1,367.36
96,000	\$643.22	\$727.47	\$12.50	\$1,383.19
97,000	\$651.71	\$734.81	\$12.50	\$1,399.02
98,000	\$660.20	\$742.15	\$12.50	\$1,414.85
99,000	\$668.69	\$749.49	\$12.50	\$1,430.68
100,000	\$677.18	\$756.83	\$12.50	\$1,446.51



Overview



Legend

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

Parcel ID	07194-200	Alternate ID	n/a	Owner Address	TAYLOR COUNTY
Sec/Twp/Rng	12-08-07	Class	Vacant		P O BOX 620
Property Address	Unassigned Location RE	Acreege	n/a		PERRY FL 32348
	CO				
District	CO				
Brief Tax Description	LEG 0002.17 ACRES - RIGHT OF WAY - BIRD ISLAND RD - SUBJ TO ESMT IN OR 506-821				
	(Note: Not to be used on legal documents)				

Date created: 1/20/2021  
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Overview



Legend

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

Parcel ID	07120-134	Alternate ID	n/a	Owner Address	DALL SUSAN M
Sec/Twp/Rng	01-08-07	Class	Vacant		3520 N US 221
Property Address	20904 OSPREY CIR	Acreage	n/a		PERRY FL 32347
	CO				
District	CO				
Brief Tax Description	LEG 0000.52 ACRES - CEDAR ISLAND SANDPIPER UNIT - LOTS 34 & 35 - SUBJ TO ESMT IN OR 511-439 - OR 496-461- (Note: Not to be used on legal documents)				

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**THE CURTIS LAW FIRM**  
A PROFESSIONAL ASSOCIATION

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Ray Curtis<sup>(FL)</sup>  
Cathleen Curtis<sup>(FL)</sup>  
Ian Potzickowski<sup>(FL)(GA)</sup>  
Licensed in Florida<sup>(FL)</sup>  
Licensed in Georgia<sup>(GA)</sup>

Taylor Coastal Water & Sewer District  
Attn: Lynn Senter  
18820 Beach Road  
Perry, FL 32348  
Sent via email to: [tcwsd@fairpoint.net](mailto:tcwsd@fairpoint.net)

January 18, 2021

**RE: Water and Sewer Connections at 22645 Fish Creek Highway**

Dear Ms. Senter:

I represent Don and Michele Curtis, owners of the property (by way of a reverse 1031 exchange agreement) located at 22645 Fish Creek Highway, Perry, FL 32348 (hereinafter the "Fish Creek Property").

I sent you a letter dated October 16, 2020 (attached hereto as "Exhibit 1") wherein I inquired as to how many sewer and water connections the Fish Creek Property would be eligible for in the event its owners moved forward with a development plan.

I received a response from you dated October 19, 2020 (attached hereto as "Exhibit 2"), wherein you advised that "the total number of connections that the District can provide to this parcel is one (1), which is the existing service to the home."

The current Comprehensive Plan was amended in 2011 to permit up to 10 dwelling units per acre on the Fish Creek Property once centralized sanitary sewer service was provided to the property.

The amendment process started in 2008, was approved by the Planning Board, and was then approved by the County Commission. There was then litigation between the State of Florida Department of Community Affairs (hereinafter "DCA") on the one hand, and the County and Kenneth Hutchins (the owner of the Fish Creek Property at the time) working together on the other. A Mediated Settlement Agreement (attached hereto as "Exhibit 3") was reached between the County, Mr. Hutchins, and the DCA in April of 2011. The same was subsequently adopted by the County in Ordinance 2011-08 on June 6, 2011 (attached hereto as "Exhibit 4").

Of particular note is that Exhibit A to the Mediated Settlement Agreement, as to the Fish Creek Property, states that the Fish Creek Property, but for the Mediated Settlement Agreement, would have been "served by individual septic tanks", but that "...at the density allowed in the land use category, septic tanks cannot be permitted under Department of Health Rules." Per Exhibit B of the Mediated Settlement Agreement, in order to come into compliance with State law and comply with the terms of Said Mediated Settlement Agreement, the County was required to: (1) "...place an asterisk and/or notation on the Future Land Use Map which corresponds to a site specific Future Land Use Element text amendment referencing the parcels and incorporating the requirements of this Exhibit "B".; and (2) such notation shall state "Until such time as centralized sewer is provided to the parcels, the maximum allowable density shall be 4 units per acre. Upon connecting to a centralized sewer system, a maximum of 10 dwelling units per acre shall be permissible on the parcels." Per the Mediated Settlement Agreement, as to the Fish Creek Property, this equates to 14 acres at 10 dwelling units per acre, or 140 dwelling units.

This entire process was concisely summarized by Building Department Director Danny Griner in his June 6, 2011 Memorandum to the Board of County Commissioners (attached hereto as "Exhibit 5").

The engineered plans for the Phase II Part 2 installation of a sewerage main line down County Road 361 were prepared in April of 2012 (attached hereto as "Exhibit 6"). Said plans were approved by the TCWSD, the USDA, and the County subsequent to the passage of Ordinance 2011-08, with all parties knowing full well that installation of said line was meant to facilitate sewerage of up to 10 dwelling units per acre at the Fish Creek Property.

By 2013, said sewerage mainline was installed along County Road 361, facilitating sewerage service to the Fish Creek Property.

Since your letter attempts to claim that the County's recent passage of Ordinance (*Ordinance Number Not Assigned*) (the ordinance that provides certain exemptions to Chapter 66 of the County Code) (attached hereto as "Exhibit 7") allows TCWSD to simply opt out of providing sewerage service, I want to spend a moment to address the same.

That Ordinance does not allow TCWSD to opt out of provision of sewerage service. To the contrary, it permits an exemption from mandatory connection to TCWSD only if one of two circumstances exist:

- (1) If the owner "not required" by law to connect; or
- (2) That "the district is unable to permit connection..."

As to the Fish Creek Property:

- (1) Any dwelling units thereon are clearly required to connect to centralized sanitary sewerage pursuant to:
  - a. County Code Section 66;
  - b. The Mediated Settlement Agreement between Kenneth Hutchins, the County, and the DCA; and
  - c. Ordinance 2011-08.

(2) TCWSD is able to permit connection to said centralized sanitary sewerage system.

Moreover, pursuant to the September 13, 2002 USDA Letter of Conditions (attached hereto as "Exhibit 7") that sets forth the requirements that must be met and maintained in order to maintain USDA loan funding without default, "All residents located in the service area"... "must be afforded an opportunity to become users of the facility."

TCWSD now refuses to acknowledge that it will provide centralized sewerage service for up to 140 dwelling units per acre at the Fish Creek Property if the same is developed, and instead insists that it is only obligated to provide 1 connection.

Half a decade and many thousands of dollars were spent fighting the DCA to enable centralized sewerage service to the Fish Creek Property (and to its neighboring Bird Island to the North), culminating with the County agreeing to the same in the Mediated Settlement Agreement.

The current owners of the Fish Creek Property relied on all of the above when purchasing the property, knowing that the Mediated Settlement Agreement acknowledges that septic service cannot be permitted at the property<sup>1</sup>, but that the County agreed that there could be up to 10 dwelling units per acre with centralized sewerage service once the County, through the TCWSD connected the Fish Creek Property to a centralized sewer system. More simply put, the County, the DCA, and the Fish Creek Property owner (Dr. Hutchins) entered into a contract that the Fish Creek Property owner could construct up to 140 dwelling units on the Fish Creek Property once centralized sewer was connected. With the property now having been so connected, the TCWSD's refusal to permit connection of up to 140 dwelling units to said central sewer system breaches the contract.

The result: (1) TCWSD has caused the County to be in breach of its agreement with the DCA; and/or (2) TCWSD has caused the County to be in breach of its agreement with the Fish Creek Property owner; and/or (3) TCWSD has effectively caused the County to take by agency action, without compensation, the development rights for up to 139 (140 allowed by the Mediated Settlement Agreement minus the 1 that TCWSD is willing to provide connection to) dwelling units from the Fish Creek Property owner.

As such, TCWSD should issue a letter advising that, **in the event of an otherwise approved development/construction permit for up to 139 additional dwelling units, TCWSD will provide centralized sewer connectivity for the same.**

If TCWSD fails to provide such letter within thirty (30) days, the Fish Creek Property owner (likely joined by the Bird Island Property owner who is similarly situated) will deliver to the TCWSD and the County a pre-suit notice as required by Fla. Stat. § 70.001(4)(a) wherein, among other things, compensation for the arbitrary and unilateral regulatory taking of said property owners' development rights will be sought.<sup>2</sup>

---

<sup>1</sup> See section I(A)(3) of Exhibit A of the Mediated Settlement Agreement (attached to this letter as "Exhibit 3").

<sup>2</sup> Although no appraisal has yet been conducted, it is expected that the development rights for 139 coastal dwellings, plus the 34 coastal dwellings for Bird Island, would well exceed \$8,000,000.00 (173 dwelling units at \$50,000.00 profit each). See Fla. Stat. § 70.001



I sincerely hope that litigation can be avoided and that the TCWSD (as an agency of the County) will honor the terms of the Mediated Settlement Agreement entered into by the County, the DCA, and the Fish Creek Property owner (Hutchins) in 2011. I look forward to hearing from you soon.

Respectfully,



Ray Curtis

cc:

Don Curtis  
Joint owner of Fish Creek Property  
drcurtisjr@hotmail.com

Michele Curtis  
Joint owner of Fish Creek Property  
mrc1218@hotmail.com

Clinton Wood  
Owner of Bird Island Property  
21 Bird Island Road  
Perry, FL 32348

Lynn Aiberjeris  
Chairperson of TCWSD  
laiberjeris@fairpoint.net

Joe Boyd, Esq.  
TCWSD Attorney  
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LaWanda Pemberton  
County Administrator for Taylor County  
Taylor County  
LPemberton@taylorcountygov.com

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Chairperson  
Taylor County Board of County Commissioners  
tdemps@taylorcountygov.com

**TAYLOR COASTAL WATER & SEWER DISTRICT**

**18820 BEACH ROAD**

**PERRY, FL 32348**

**Phone/Fax: (850) 578-3043**

[www.tcwsd.org](http://www.tcwsd.org)

[tcwsd@fairpoint.net](mailto:tcwsd@fairpoint.net)

EXHIBIT

2

October 19, 2020

Mr. Ray Curtis  
The Curtis Law Firm  
103 North Jefferson Street  
Perry, FL 32347

Dear Mr. Curtis,

Thank you for your inquiry regarding 22645 Fish Creek Highway, Perry, FL 32348, Parcel ID 07193-000.

This property received water service in 1995, and sewer service in 2013. The property contained one residence with a septic tank and qualified for a grant-funded grinder pump. This pump was installed under Phase II Part 2 of our Wastewater Improvements Project.

The total number of connections that the District can provide to this parcel is one (1), which is the existing service to the home.

Taylor County Board of County Commissioners has recently updated their ordinances to allow the possibility of exemption from the Taylor Coastal Water & Sewer District, which may apply to this property. We have received an exemption form from our attorney that will be reviewed by the Board at our next meeting. I will be happy to send you the form once it has been approved.

If you need anything further, please let me know.

Sincerely,



Lynette Senter,  
Office Manager



Overview



Legend

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

Parcel ID 07193-000  
 Sec/Twp/Rng 12-08-07  
 Property Address 22645 FISH CREEK HWY  
 CO

Alternate ID n/a  
 Class Improved  
 Acreage 25

Owner Address FISH CREEK COVE LLC  
 215 S STATE ST, STE 280  
 SALT LAKE CITY UT 84111

District CO  
 Brief Tax Description LEG 0025.00 ACRES - COM 230 YDS S OF NW COR GOVT LOT 4 - FOR POB E 350 YDS S 70 YDS W 350 - YDS N 70 YDS TO POB & COM 900 FT S - OF NW COR LOT 4 E 1050 FT S 420 FT - W 1050 FT N 420 FT TO POB & COM NW - COR LOT 4 S 690 FT E 1050 FT TO POB - S 630 FT W 441.16 FT TO GULF S36DE - 196.52 FT E 1035.56 FT N16DW 141.04 - FT NW ALG CRV 294 FT N19DW 357.06 - FT NW ALG CRV 36.58 FT W 453.46 FT - TO POB - OR 729-47B - SUBJ TO UTILITY ESMT OR 666-743 DC OR 802-534 OR 802-535 CO OR 817-55 OR 818-937  
 (Note: Not to be used on legal documents)

Date created: 1/20/2021  
 Last Data Upload: 1/20/2021 5:24:10 PM

RECEIVED  
1-8-2021

**Subject:** Taylor MOA Draft - TCWSD System Loss Monitoring

**From:** "Webster, Patrick" <Patrick.Webster@srwmd.org>

**Date:** 1/8/2021, 8:22 AM

**To:** Lynette Senter <tcwsd@fairpoint.net>

**CC:** "Burch, Trevor" <TBurch@Dewberry.com>, "Schroeder, Stephen"

<Stephen.Schroeder@srwmd.org>, "Hingson, Sharon" <Sharon.Hingson@srwmd.org>

Hope you had a great Christmas!

Please find a copy of the DRAFT Agreement of your RIVER grant for your review. If you have any comments, please let us know.

Do not execute the agreement. The District will finalize our review and provide a final version for you to execute.

Thanks,

Patrick Webster, PE, CFM  
Chief Professional Engineer  
Suwannee River Water Management District  
9225 CR 49, Live Oak, FL 32060  
386.362.1001  
800.226.1066 (FL Toll Free)  
[www.mysuwanneeriver.com](http://www.mysuwanneeriver.com)  
Let us know how we're doing: [Contact Us](#)



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All E-mail sent to and from this address may be public records. The Suwannee River Water Management District does not allow use of the District E-mail system and other equipment for non-business related purposes.

Attachments:

DRAFT MOA - TCWSD (002) (003).docx

52.7 KB

MEMORANDUM OF AGREEMENT  
FOR  
COST SHARE ASSISTANCE

THIS MEMORANDUM OF AGREEMENT (hereinafter the "AGREEMENT"), by and between the Suwannee River Water Management District, a special taxing district organized under Chapter 373, Florida Statutes, whose address is 9225 CR 49, Live Oak, Florida 32060, (hereinafter the "DISTRICT"), and the Taylor Coastal Water & Sewer District, whose address is 18820 Beach Road, Perry, Florida, 32348 (hereinafter the "COOPERATOR"), is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021

**WITNESSETH:**

WHEREAS, COOPERATOR and DISTRICT (collectively the "PARTIES") desire to engage in projects that enhance the DISTRICT's water supply, water quality, flood protection and/or natural systems; and

WHEREAS, the COOPERATOR has identified to the DISTRICT a certain project that the COOPERATOR wishes to accomplish which will enhance the DISTRICT's water supply, water quality, flood protection and/or natural systems; and

WHEREAS, the DISTRICT has evaluated such project and agrees that such project would enhance the DISTRICT's water supply, water quality, flood protection and/or natural systems; and

WHEREAS, the DISTRICT has funds available and wishes to assist in the funding of such project provided that it is given certain assurances; and

WHEREAS, the COOPERATOR requires the financial assistance of the DISTRICT in funding such project; and

WHEREAS, the parties have reached an agreement concerning the above and it is the mutual desire of the PARTIES to commit such agreement to writing and thereby create a legally enforceable contract between the parties.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. The above recitals are true and correct and incorporated herein by reference.
2. The COOPERATOR has proposed a certain project (hereinafter the "PROJECT") to enhance the DISTRICT's water supply, water quality, flood protection and/or natural systems.
3. A description and scope of the PROJECT is attached hereto as Exhibit "A".
4. The DISTRICT has evaluated the PROJECT and finds that the PROJECT is a worthwhile project and believes that the PROJECT will enhance the DISTRICT's water supply, water quality, flood protection and/or natural systems. The DISTRICT agrees to assist the COOPERATOR in completing the PROJECT by partially funding the cost of the PROJECT.

5. The DISTRICT's funding of the PROJECT, including total estimated cost of the PROJECT and the total funds to be paid by the DISTRICT is shown on Exhibit "B".
6. The DISTRICT's obligation to fund the PROJECT is contingent on the COOPERATOR accomplishing certain things and meeting certain goals, to the satisfaction of the DISTRICT including preparing plans, obtaining permits, inspections, deliverables, milestones, retainage, when the COOPERATOR may send invoices, etc. is shown in exhibits.
7. For all electronic/digital deliverables due under this agreement the COOPERATOR must ensure that those deliverables and all supporting documents are accessible according to section 282.603, Florida Statutes and Section 508 of the Rehabilitation Act of 1973 relating to the creation and use of electronic documents. This requirement applies to editable formats, such as Microsoft Word, as well as portable document formats (PDF).\*
8. The terms under which the DISTRICT will be obligated to pay its share of the funding of the PROJECT, including, inspections, deliverables, milestones, retainage, when the COOPERATOR may send invoices, etc. is shown in Exhibit "C" and "C-1".
9. Upon the DISTRICT's payment of funds as set out herein the COOPERATOR will be required to complete the PROJECT as provided herein.

MISCELLANEOUS

10. The PARTIES agree that the following persons are the designated Project Managers and are to have direct, primary, and continuing responsibility for the work under this AGREEMENT. The COOPERATOR's Project Manager shall have the authority to interpret this AGREEMENT for the COOPERATOR and act to give all approvals for the COOPERATOR.

<u>DISTRICT Project Manager</u>	<u>COOPERATOR Project Manager</u>
Patrick Webster	Lynette Taylor Senter
Project Manager	TCWSD
9225 CR 49	18820 Beach Road
Live Oak, Florida 32060	Perry, Florida 32348
386.362.1001	850.578.3043
patrick.webster@srwmd.org	tcwsd@fairpoint.net

11. The COOPERATOR shall maintain books, records, and documents directly pertinent to performance under this AGREEMENT in accordance with generally accepted accounting principles consistently applied. The DISTRICT, or its authorized

representative, shall have access to such records for audit purposes during the term of this AGREEMENT and for three years following completion.

12. The COOPERATOR shall secure and obtain all local, regional, state, federal, and any other permits (including permits from the DISTRICT) required for activities listed herein and shall adhere to all permitting requirements.
13. Nothing in this AGREEMENT shall be construed as either limiting or extending the statutory jurisdiction of any of the signatories hereto.
14. The provisions of this AGREEMENT are for the sole and exclusive benefit of the PARTIES, and no provision of this AGREEMENT will be deemed for the benefit of any other person or entity.
15. Public Entity Crime. A person or affiliate who has been placed on the convicted vendor list, following a conviction for a public entity crime, may not perform WORK as a grantee, contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount, provided in Section 287.017 F.S. for Category Two, for a period of 36 months from the date of being placed on the convicted vendor list. CONTRACTOR warrants that it has not been placed on the convicted vendor list for a public entity crime.
16. Scrutinized Company: Section 287.135, Florida Statutes, states "A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency or local governmental entity for goods or services of:
  - a. Any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725, or is engaged in a boycott of Israel; or
  - b. One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:
    1. Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473; or
    2. Is engaged in business operations in Cuba or Syria."

IN WITNESS WHEREOF, COOPERATOR and DISTRICT have hereto set their hands and seals on the day and year indicated below.

EXECUTED by the COOPERATOR on \_\_\_\_\_, 2021

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

As its \_\_\_\_\_

EXECUTED by the DISTRICT on \_\_\_\_\_, 2021.

SUWANNEE RIVER WATER  
MANAGEMENT DISTRICT

By: \_\_\_\_\_

Hugh Thomas

As its Executive Director



EXHIBIT A  
PROJECT DESCRIPTION AND SCOPE OF WORK

Project Name: TCWSD System Loss Monitoring

Project Description:

The intent of the PROJECT is to pinpoint where water losses are occurring in the TCWSD water system in order to reduce water losses in the future through recommended improvements and/or repairs.

The PROJECT will include the installation of 4 neighborhood master meters within the TCWSD water system.

All labor, materials and equipment costs shall be initially born by the COOPERATOR subject to reimbursement as provided herein.

Scope of Work:

The COOPERATOR will purchase and install

1. (4) master meters.
2. Complete and develop all permitted construction documents.
3. Provide construction administration and oversight.
4. Provide as-builts of the master meter locations.

Pre-Construction Deliverables: Specifically, before construction commences, the COOPERATOR shall provide:

1. Invitation to District Staff to a project kickoff meeting.
2. Detailed bid and construction schedule of project.
3. Copies of bid tabs (if required).
4. Copies of all signed and sealed design plans, calculations, and issued permits (if required).
5. Updated cost estimate and budget breakdown (prior to construction).
6. Pre-construction photos.

Once all pre-construction deliverables have been received and reviewed, the DISTRICT will provide written acceptance to the COOPERATOR.

Construction and Post-Construction Deliverables:

1. Invitation to District Staff to all project progress meetings.
2. Invitation to District Staff to final construction inspection meeting on site.
3. Construction photos reflecting work as shown on invoice submittals.
4. Post-construction/project completion photos.
5. As built documents as applicable.
6. Notification when construction has reached substantial completion.

7. Final project summary report – list accomplishments, monitoring results, benefit summary.

EXHIBIT B  
PROJECT COST ESTIMATE AND COST SHARE FUNDING BREAKDOWN

Project Name: TCWSD System Loss Monitoring

Item	SRWMD Funds	Match Funds	In-kind Funds	Total
Engineering, Design, Permitting, Surveying Services, Purchase, and Installation of (4) Master Meters	\$100,000			
<b>TOTAL PROJECT COSTS</b>	<b>\$100,000</b>			<b>\$100,000</b>

The DISTRICT reimbursable amount is not to exceed: **\$100,000.00**

The COOPERATOR's total match amount: No Match

\*The COOPERATOR shall provide any and all other costs which could exceed the total District Reimbursable Amount above to complete the project

EXHIBIT C  
FUNDING CONDITIONS AND REIMBURSEMENT SCHEDULE

Project Name: TCWSD System Loss Monitoring

**COST SHARE REIMBURSEMENT:** Upon completion of the installation of equipment and materials as set out in Exhibit "A", the DISTRICT shall reimburse the COOPERATOR the maximum cost share reimbursement set out in Exhibit "B". Provided, that for the COOPERATOR to be entitled to such reimbursement, the COOPERATOR shall:

1. Comply with all requirements of this AGREEMENT, including, without limitation, the completion of the improvements within the time provided. Provided that the DISTRICT may, at its sole discretion, grant an extension of time for completion for good cause shown.
2. Invoice the DISTRICT for the amounts due under this AGREEMENT on a quarterly basis or as agreed to by both parties, until project is complete or until DISTRICT's portion of funding has been allocated. Such invoice shall contain copies of all invoices and cancelled checks to vendors showing the amount paid for all materials which are being reimbursed by the DISTRICT and the date of installation of such items. Such invoice must also include the following certification, and the COOPERATOR hereby agrees to delegate authority to its Project Manager as identified in this contract, to affirm said certification:

"I hereby certify that costs requested for payment, as represented in this invoice, are for the improvements as specified in the project in accordance with the agreement between the Suwannee River Water Management District and the TCWSD, No. \_\_\_\_\_, are allowable, allocable, properly documented, and are in accordance with the approved budget and scope of work."

3. All installations and/or retrofits to be completed in 10 months or 300 Calendar days from the execution of this AGREEMENT.
4. Upon completion of construction, provide to the DISTRICT a letter certifying that the project improvements as described in Exhibit "A" have been installed in compliance with vendor specifications and according to plans and per any required permits or approvals.

At all times during this contract term, the DISTRICT, through its staff and agents shall have the right to, from time to time, enter the applicable real property and inspect the improvements in a reasonable manner and at reasonable times with prior notification to document compliance with this contract.

Upon receipt of an invoice from the COOPERATOR, DISTRICT staff shall have the right to visit the site to verify the purchase of materials and installation as described in Exhibits "A" and "B".

Reimbursement: All labor, materials and equipment costs shall be initially born by the COOPERATOR subject to reimbursement as provided below.

The District shall process reimbursement of the COOPERATOR'S expenses upon receipt of detailed invoices. Documentation must include the RIVER Reimbursement Form attached (C-1, electronic copy of form in Excel will be emailed to cooperator) to the agreement below,

deliverables, copies of supporting invoices, purchase orders, and COOPERATORS canceled checks associated with the invoiced items. The District reimbursement shall not exceed the reimbursable amount shown on Exhibit B.

Reimbursement payments shall be processed and payable no later than 45 days after the receipt of the COOPERATOR's invoice and information as specified in this AGREEMENT.

**ATTACHMENT C-1**

**SRWMD RIVER REIMBURSEMENT REQUEST SUMMARY FORM**

Agreement No. : \_\_\_\_\_ Request No: \_\_\_\_\_ Request Date: \_\_\_\_\_

Cooperator: \_\_\_\_\_  
(Name & Mailing Address)

Cooperator's Project Manager \_\_\_\_\_

Amount(s) Requested: \$ \_\_\_\_\_ (do not enter data in shaded cells, they will auto fill)

**COST SHARE EXPENDITURES SUMMARY SECTION**

AUTHORIZED TASKS	AMOUNT OF THIS REQUEST	PREVIOUS PAYMENT REQUESTS	TOTAL CUMULATIVE PAYMENT REQUESTS	MATCHING FUNDS FOR THIS REQUEST	TOTAL CUMULATIVE MATCHING FUNDS
Task 1:	\$ -	\$ -	\$ -	\$ -	\$ -
Task 2:	\$ -	\$ -	\$ -	\$ -	\$ -
Task 3:	\$ -	\$ -	\$ -	\$ -	\$ -
Task 4:	\$ -	\$ -	\$ -	\$ -	\$ -
Task 5:	\$ -	\$ -	\$ -	\$ -	\$ -
Task 6:	\$ -	\$ -	\$ -	\$ -	\$ -
Task 7:	\$ -	\$ -	\$ -	\$ -	\$ -
Task 8:	\$ -	\$ -	\$ -	\$ -	\$ -
Task 9:	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL AMOUNT</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL BUDGET (ALL TASKS)</b>	\$ -			\$ -	
<b>LESS TOTAL CUMULATIVE PAYMENT REQUESTS OF:</b>	\$ -			\$ -	
<b>TOTAL REMAINING (ALL TASKS)</b>	\$ -			\$ -	

**COOPERATOR CERTIFICATION**

Complete COOPERATOR'S Certification of Payment Request below:

"I hereby certify that costs requested for payment, as represented in this invoice, are for the improvements as specified in the project in accordance with the agreement between the Suwannee River Water Management District and the (insert Cooperators Name), No. \_\_\_\_\_, are allowable, allocable, properly documented, and are in accordance with the approved budget and scope of work."

Signature _____	Date _____
Printed Name _____	

An electronic file of Exhibit C-1 will be transmitted to the COOPERATOR.