

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

**REGULAR COMMISSION MEETING AGENDA**  
**Thursday, February 16, 2023**  
**6:00 p.m.**

**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 the floor for comments for non-agenda items
4. Update on Water Improvements Project
5. Approval of Minutes from January 19, 2023.
6. Consent Items:
  - a. Director's Report – January 2023
  - b. Financial Report – January 2023
7. District Manager Items – Lynette Senter
8. New Business
  - a. None
9. Old Business
  - a. Cell Phone Tower Request
  - b. Replacement and Reconfiguration of Pumps at Boat Ramp
  - c. Discussion of Mowing RFP
  - d. Water Audit and Water Loss Project
10. Closing Remarks Commissioners/Staff
11. Motion to Adjourn

# TAYLOR COASTAL WATER & SEWER DISTRICT

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PERRY, FLORIDA 32348  
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www.tcwsd.org

## MINUTES OF REGULAR COMMISSION MEETING

January 19, 2023

1. The meeting was held at the District Building at 6:00 PM on January 19, 2023. Present were Commissioners Mike Hunter, Michael Lynn, Jan Walker, Randy Hathcock, and Board Attorney J.D. Durant. Commissioner Gayle Lundy was absent. TCWSD Staff present were Kristi Hathcock and Lynette Senter.

The meeting was called to order at 6:00 p.m.

2. Vice Chairman Hathcock led us in prayer and the Pledge of Allegiance to the flag.
3. There were three guests: Commissioner Michael Newman, Glenn Senter, and Willi Huxford. There were no comments from the public for non-agendaed items.
4. Update on the Water Improvements Project – Mr. Matt O’Connor from Dewberry called into the meeting to give a brief update. The loan application for the State Revolving Fund was submitted in late December. Mr. O’Connor estimates that we should hear back from the Department of Environmental Protection by next week and if changes are needed they will work with DEP. Closing documents for the loan should take between 60 to 90 days to complete.
5. Approval of the Minutes from the November 17, 2022, Board Meeting. **Commissioner Hathcock made a motion to approve the Minutes for November 17, 2022. Commissioner Lynn offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
6. Consent Items – Lynette Senter - **Commissioner Hathcock made a motion to approve the Consent Items. Commissioner Lynn offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
7. Other District Manager Items – Lynette Senter
  - a. Freeze Adjustments – Ms. Senter explained that the past practice of the District was to offer a “Freeze Adjustment” after the area experiences a freeze event. The staff compiled a 12-month average use report and will compare that to any customers who have higher than normal usage. An adjustment is then made to the customer’s account using the averaging calculation. The Board discussed this and determined that it was a good customer service practice and asked Ms. Senter to continue the policy.
  - b. Gago One-Time Adjustment – Mr. Anthony Gago called to report a break in a faucet at his home and requested a one-time adjustment due to a faucet break on the side of his home. No one was at the property for approximately three weeks and 350,000 gallons had run through

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MINUTES OF REGULAR COMMISSION MEETING**

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the break. He confirmed that the repairs have been made and there is no further water loss. Mr. Gago will receive a one-time adjustment of \$5,602.38, bringing his bill to \$125.32.

- c. Melvin Bowden Account – Mr. Bowden is continuing to work with the District to bring his account current.
  
- d. Alvin Catalano Account – The District has not received a payment on this account since October 3, 2022. Attempts to contact the Catalanos were made by phone and email but no response was received. We were informed by a neighbor that Mr. Alvin Catalano passed away in December but we have not received any notification from the family for a change in the account. The home burned down on January 3, 2023 and the District's grinder pump equipment was destroyed. We contacted Ms. Stephanie Catalano and let her know that we would turn off the account and waive the turn off fee, but that there was still a balance owing. She indicated that she did not know when she would pay the monies owed. We waited seven days and have now filed a Utility Lien on the property. The District's policy regarding destruction of our equipment is that when future service is requested, the requestor must satisfy any outstanding liens and are responsible for paying for the new equipment.
  
- e. Sawgrass Bay Agreement – At the November Meeting, the Board asked for an explanation regarding this agreement. In 2002, Mr. Russell Belcher asked that water service be provided to 36 lots within his subdivision, Sawgrass Bay. The District was not in a financial position to be able to put the service in at that time. Mr. Belcher agreed to underwrite the project with the agreement that the District reimburse him \$500 per lot as each water account was established up to a total of 36 lots. As of today, three (3) lots have received service and Mr. Belcher has received a total of \$1,500.00. Mr. Belcher paid \$17,670.00 to have the water lines installed and is contracted to receive a total of \$18,000.00 through this agreement for 36 lots.

8. New Business

- a. Account Transfers to Balance Budget – Ms. Senter explained that at our last Audit, the Accountant requested that the after the close of the fiscal year, the Board approve the movement of monies to balance the budget. After the transfers are complete, the District will return \$97,006.19 to the general fund. **Commissioner Hathcock made a motion to approve the Account Transfers to balance the 2021-2022 Budget. Commissioner Lynn offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
  
- b. Quarterly Board Meetings - Ms. Senter explained that in 2015, the District Board asked Taylor County to approve a move to quarterly meetings, and the County agreed. At the end of 2015, the Board voted to resume their regular monthly meetings. Ms. Senter called the Florida Association of Special Districts for guidance, and they referred her to Florida Statute Chapter 153.53 which indicates that monthly meetings are required. Mr. Durant explained that he agreed with the Statute regarding monthly meetings. There was further discussion regarding how this was accomplished earlier and why it was changed back. The Board agreed to stay with the original monthly meeting schedule.

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- c. Cell Phone Tower Request – The District received an email inquiring about the possibility of a cell phone company purchasing a piece of property from the District to build a cell tower. The indicated property is part of our Wastewater Treatment Plant acreage. Ms. Senter explained that she had discussed this with Mr. Bennett, and he was concerned about restrictions being placed on the property and its closeness to our monitoring well. Ms. Senter also explained that we would most likely have to get clearance from Florida DEP. The Board discussed the situation and asked Ms. Senter to get further financial details.

9. Old Business

- a. Lift Station at Boat Ramp -The pumps have been delivered and are awaiting the completion of the new electrical panels, starters and depth measurement devices. Ron's Electric is working steadily but have been hampered by the supply chain issues for some of the parts. Ms. Senter explained that she had asked if the two pumps that were no longer working could be cannibalized to build a new backup pump but found out that most of the same parts/pieces were bad in each pump and the estimated rebuild quote was over \$16,000.
- b. Discussion of Mowing Bids – Ms. Senter explained that the Board had not accepted any of the bids presented in our Mowing RFP and she asked for guidance before the new mowing season began. Commissioner Hathcock expressed his concern with the lack of Workers' Compensation coverage from the two bidders who had presented bids. Mr. Durant explained that Workers' Compensation insurance protected the employer if an employee was injured, and also that the employer's general liability would cover additional employee claims. Commissioner Hathcock explained that he was still concerned about the District being drawn into a lawsuit. Ms. Senter asked if the Board wished to re-bid the services and revise the RFP to remove the Workers' Compensation requirement. The Board decided to re-bid the services and asked Ms. Senter to work with Mr. Durant to change the Workers' Compensation requirements and add an option of providing a waiver if a single person will be performing the work. Mr. Durant will also review the conflict-of-interest rules regarding bidding by relatives of board members.
- c. Water Audit and Water Loss Project – Ms. Senter explained to the Board that our Water Loss for November showed improvement, but our losses increased during December. The freeze will account for some of the non-metered water losses due to leaks on the District's hydrants, and water left running to prevent freezing of testing sites and lines at the water and sewer plants. The staff is still using our weekly readings, our reporting plans and our neighborhood meters to try and find more leaks. Ms. Senter spoke with two water leak location companies who both explained that due to the size of our district and the types of soil, their services would not be of benefit. Mr. Bennett discussed the leak with our Florida Rural Water Association representative who explained that the losses could be caused by multiple tiny breaks or holes in our lines, and it would be a long process to find them all. Our research has shown that when some of the leaks are fixed, the pressure increases after that repair along the line which could cause further leaks to start or increase. We are working within the plan that was created last year and will continue to work to eliminate as many leaks as possible. Commissioner Hathcock explained that the

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water loss is an ongoing concern and has been a project since he became a board member. Ms. Senter explained that due to the age of our pipes, the shifting soils within the District and the length of the runs between neighborhoods, these losses would be a continuing project. We have replaced 82 meters in our million-meter replacement program with 14 remaining.

10. Closing Remarks Commissioners/Staff – The Commissioners expressed thanks to the staff.
11. Motion to Adjourn

**Chairman Hunter requested a Motion to Adjourn. Commissioner Hathcock made a motion to adjourn the meeting. Commissioner Lynn offered a second. The meeting adjourned at 6:54 PM.**

Board Actions:

1. Approval of the minutes for November 17, 2022
2. Approval of the motion for the Consent Items
3. Approval of the motion to complete the 2021-2022 budget balancing.

BY: Lynette Taylor Senter, Board Secretary  
Taylor Coastal Water and Sewer District

# Directors Report

Taylor Coastal Water & Sewer Distr.

## Water Sold This Month

1,950,000 Gallons

	Amount (\$)	# Of Accounts
Total Water	24,982.77	566
Total Sewage	35,226.59	544
Total Grinder Pump Fee	8,080.00	542
Total LATE FEE	343.71	33
Total Adjustments	(12,259.04)	113
<b>Total Current Charges</b>	<b>56,374.03</b>	<b>566</b>
<hr/>		
Amount Past Due 1-30 Days	1,889.23	14
Amount Past Due 31-60 Days	213.89	1
Amount Past Due Over 60 Days	330.80	1
Amount Of Overpayments/Prepayments	(39,898.95)	125
<b>Total Receivables</b>	<b>18,909.00</b>	<b>515</b>

Total Receipts On Account	57,329.95	516
Net Change in Memberships	0.00	0
Amount of All Memberships	284,820.00	487
Amount of All Deposit 2	4,500.00	6
Turned Off Accounts (Amount Owed)	-250.55	128
Collection Accounts (Amount Owed)	-250.55	99
Number Of Unread (Turned On) Meters		
Average Usage For Active Meters	3,356	581
Average Water Charge For Active Meters	44.14	566

Usage Groups	Gallons	# Of Accounts	Usage	Gallons	% Of Usage	% Of Sales
Over 50,000		3	490,000		25.13	15.45
40,001-50,000		1	46,000		2.36	0.96
30,001-40,000		3	101,000		5.18	1.87
20,001-30,000		7	173,000		8.87	2.94
10,001-20,000		18	270,000		13.85	4.79
8,001-10,000		15	142,000		7.28	2.91
6,001-8,000		19	139,000		7.13	3.27
4,001-6,000		35	189,000		9.69	5.39
2,001-4,000		56	190,000		9.74	7.55
1-2,000		165	210,000		10.77	21.55
Zero Usage		259	0		0.00	33.20
<hr/>						
<b>Total Meters</b>		<b>581</b>	<b>1,950,000</b>		<b>100.00</b>	<b>99.88</b>

# Directors Report

Taylor Coastal Water & Sewer Distr.

## Monthly Reconciliation

Ending Receivables (Last Month)		19,864.92
Sales this Month	+	68,633.07
Adjustments this Month		-12,259.04
Less Payments this Month	-	57,329.95
	=	<u>18,909.00</u>
Total Receivables		<b>18,909.00</b>
Ending Memberships (Last Month)		288,820.00
Changes this Month		0.00
	=	<u>288,820.00</u>
Total Memberships		<b>289,320.00</b>

# PAST DUE LIST

Taylor Coastal Water & Sewer Distr.

ACCT#	RT NAME	CURRENT	1-30	31-60	61+	LAST PAYMENT	TOTAL
89	2 CATALANO, ALVIN		208.40	213.89	330.80	450.60 10/3/22	753.09
Total Receivables:		<b>18,909.00</b>	<b>0.00</b>	<b>213.89</b>			
Accounts Listed:		<b>1</b>	<b>208.40</b>		<b>330.80</b>		<b>\$753.09</b>

All Customers Age 2 Accounts

Taylor Coastal Water & Sewer Dist.



3:28:06PM

# Turned Off Accounts

Taylor Coastal Water & Sewer Distr.

ACCT #	NAME	SERVICE ADDRESS	ROUTE	TURN-OFF DATE	MONTHS INACTIVE
89	CATALANO, ALVIN	20894 MARINA RD	2	01/12/23	1
505	DEES, JAMES E	20181 BEACH RD	6	01/31/23	0

2 Accounts turned off since 01/01/2023

All Customers

Taylor Coastal Water & Sewer Dist.

# CHANGING MEMBERSHIP

Account #	Name	Service Address	Deposit #	Reason	Previous Date	New Amount	Date	Changed
0	Accounts using code for	New Deposit		ship	0	Accounts using code for		New Deposit
0	Accounts using code for	Deposit Increase		ship increase	0	Accounts using code for		Increase Deposit
0	Accounts using code for	Apply to Balance			0	Accounts using code for		Apply to Balance
0	Accounts using code for	Refund			0	Accounts using code for		Refund
0	Accounts using code for	Other			0	Accounts using code for		Other
0	Accounts using code for	Transfer			0	Accounts using code for		Transfer
		Net Change:	0.00			Deposit 2 Net Change:		0.00

Customers  
 for Coastal Water & Sewer Dist.

# ADJUSTMENTS

Tuesday, January 31, 2023

3:22:14PM

1/31/2023

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Taylor Coastal Water & Sewer

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
695	JENKINS, TERRY	1	\$0.00		1/18/23
	<b>1 Total Adjustments</b>	<b>\$0.00</b>	<b>For Adjustment 1</b>		
674	BROOKS, ASHLEY & KYLE	9	\$95.80	KMH	1/6/23
	CHECK ENTERED INTO WRONG ACCT				
614	CARR, SHARON K	9	(\$95.80)	KMH	1/6/23
	CHECK ENTERED INTO WRONG ACCOUNT				
33	HEARTSFIELD, BRUCE	9	\$10.58	KMH	1/23/23
	WRONG AMOUNT FOR WEEKEND PAYMENT				
	<b>3 Total Adjustments</b>	<b>\$10.58</b>	<b>For Adjustment 9</b>		
175	BENNETT, JOHN WILLIAM	12	(\$9.58)	KMH	1/23/23
	WEEKEND PAYMENT				
614	CARR, SHARON K	12	(\$9.58)	KMH	1/6/23
	LATE FEE ADJ DUE TO CHK PUT INTO WRONG ACCT				
106	DOUGLAS, R.E.	12	(\$9.58)	KMH	1/25/23
	CUSTOMER DIDN'T REICEVE BILL IN MAIL				
307	DUDLEY, KENNETH & KA'	12	(\$9.58)	KMH	1/2/23
	LATE FEE ADJUSTMENT				
681	GOLDEN, PHILLIP G.	12	(\$9.58)	KMH	1/23/23
	NEVER RECIEVED BILL IN MAIL				
33	HEARTSFIELD, BRUCE	12	(\$10.58)	KMH	1/23/23
	WEEKEND PAYMENT				
33	HEARTSFIELD, BRUCE	12	(\$10.56)	KMH	1/23/23
	WEEKEND PAYMENT				
299	HEARTSFIELD, BRUCE	12	(\$10.05)	KMH	1/23/23
	WEEKEND PAYMENT				
100	HILL, SIDNEY, JR	12	(\$11.55)	KMH	1/23/23
	WEEKEND PAYMENT				
214	PARKER, DANNY	12	(\$8.12)	KMH	1/23/23
	CLERICAL ERROR				
475	SINGLETARY, JODY D.	12	(\$9.58)	KMH	1/23/23
	WEEKEND PAYMENT				
254	TAYLOR, HOLLY K.	12	(\$9.58)	KMH	1/23/23
	WEEKEND PAYMENT				
	<b>12 Total Adjustments</b>	<b>(\$117.92)</b>	<b>For Adjustment 12</b>		
561	AIBEJERIS, LYNN	13	(\$7.75)	KMH	1/23/23
	SM				
147	DORRIS, GARY & LISA	13	(\$147.25)	KMH	1/23/23
	SM				
178	HENDERSON, ROBBIE L.	13	(\$54.25)	KMH	1/23/23
	SM				
436	HUNT, ELIZABETH C	13	(\$7.75)	KMH	1/23/23
	SM				
66	LILLIOTT, HUD AND LAUR	13	(\$15.50)	KMH	1/24/23
	SM				
150	MADISON, JASON & SAMA	13	(\$69.75)	KMH	1/23/23
	SM				
318	MORRIS, JOHN	13	(\$23.25)	KMH	1/23/23
	SM				

Taylor Coastal Water & Sewer

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
551	NALL, FELIX & PAT	13	(\$108.50)	KMH	1/23/23
SM					
300	SCHAMBEAU, GERALD	13	(\$54.25)	KMH	1/23/23
SM					
435	WHITE, D.L.	13	(\$7.75)	KMH	1/23/23
SM					
225	WILLIAMS JR, JAMES T	13	(\$15.50)	KMH	1/23/23
SM					
	<b>11 Total Adjustments</b>	<b>(\$511.50)</b>	<b>For Adjustment 13</b>		
505	DEES, JAMES E	16	\$25.00	KMH	1/23/23
WATER ONLY DISCONNECT					
	<b>1 Total Adjustments</b>	<b>\$25.00</b>	<b>For Adjustment 16</b>		
215	GAGO, ANTHONY & ANGE	17	(\$5,602.38)	KMH	1/24/23
ONE-TIME ADJUSTMENT					
	<b>1 Total Adjustments</b>	<b>(\$5,602.38)</b>	<b>For Adjustment 17</b>		
174	ABT, ASHLEY A.	31	(\$29.52)	KMH	1/24/23
FREEZE ADJUSTMENT					
160	ADAMS, WILLIAM & KRIS	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT					
201	AIBEJERIS (RV), LYNDA	31	(\$10.85)	KMH	1/24/23
FREEZE ADJUSTMENT					
169	AMUNDSEN, PAULA	31	(\$20.40)	KMH	1/24/23
FREEZE ADJUSTMENT					
48	ATM VENTURES LLC	31	(\$218.36)	KMH	1/24/23
FREEZE ADJUSTMENT					
350	BAUMGARDNER, TOM	31	(\$32.55)	KMH	1/24/23
FREEZE ADJUSTMENT					
211	BEACH, SANDY	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT					
177	BEACH, TRAVIS	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT					
148	BETHEA, JAMES & KIM	31	(\$84.85)	KMH	1/24/23
FREEZE ADJUSTMENT					
390	BLANCO, RUDY & SHELLY	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT					
36	BLUE, SHEILA & JOHNNY	31	(\$60.12)	KMH	1/24/23
FREEZE ADJUSTMENT					
531	BORGEN, PATRICK & MISTY	31	(\$39.72)	KMH	1/24/23
FREEZE ADJUSTMENT					
431	BOWDEN, MELVIN	31	(\$10.85)	KMH	1/24/23
FREEZE ADJUSTMENT					
538	BOZEMAN, CARL	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT					
60	BRANNEN, JAMES	31	(\$21.05)	KMH	1/24/23
FREEZE ADJUSTMENT					
281	CALHOUN, ROBERT	31	(\$10.85)	KMH	1/24/23
FREEZE ADJUSTMENT					
380	CANNINGTON, HENRY	31	(\$19.68)	KMH	1/24/23
FREEZE ADJUSTMENT					
247	CARTER JR, DONNY L.	31	(\$182.47)	KMH	1/24/23

Taylor Coastal Water & Sewer

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
FREEZE ADJUSTMENT 95	COLLINS, JOHN DANE	31	(\$83.84)	KMH	1/24/23
FREEZE ADJUSTMENT 159	COLLINS, THERESA RUEFI	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 285	COOKSEY, MARGARET	31	(\$19.68)	KMH	1/24/23
FREEZE ADJUSTMENT 68	COPE, AMY	31	(\$20.40)	KMH	1/24/23
FREEZE ADJUSTMENT 10	CRAFT, BRUCE	31	(\$144.19)	KMH	1/24/23
FREEZE ADJUSTMENT 360	CRUCE, JOHN	31	(\$192.88)	KMH	1/24/23
FREEZE ADJUSTMENT 406	CULLEN, GEORGE	31	(\$159.57)	KMH	1/24/23
FREEZE ADJUSTMENT 339	CURTIS, DON	31	(\$21.70)	KMH	1/24/23
FREEZE ADJUSTMENT 382	DENT, BRAD	31	(\$19.68)	KMH	1/24/23
FREEZE ADJUSTMENT 35	EDWARDS, TOM	31	(\$255.02)	KMH	1/24/23
FREEZE ADJUSTMENT 414	ELLISON, DANNY	31	(\$39.72)	KMH	1/24/23
FREEZE ADJUSTMENT 224	FALANY, DR. FLOYD & FA	31	(\$500.00)	KMH	1/24/23
FREEZE ADJUSTMENT 208	FEAGLE, RICHARD & PAM	31	(\$29.52)	KMH	1/24/23
FREEZE ADJUSTMENT 267	FERGUSON, JUDY	31	(\$29.52)	KMH	1/24/23
FREEZE ADJUSTMENT 544	FLOYD, W. DONALD	31	(\$39.72)	KMH	1/24/23
FREEZE ADJUSTMENT 90	FRONT PORCH PICTURES I	31	(\$322.72)	KMH	1/24/23
FREEZE ADJUSTMENT 230	GASKIN, RAYMOND K.	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 566	GIBSON, T WILKIE	31	(\$19.68)	KMH	1/24/23
FREEZE ADJUSTMENT 52	GREEN, TRACY	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENTS 268	GRIFFIS, STACI AND JODY	31	(\$20.04)	KMH	1/24/23
FREEZE ADJUSTMENT 185	GROUSE & STAG PROPERT	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 243	GUZ, JOSEPH/REBECCA	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 128	HARPER, BRIAN	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 303	HARPER, KARA	31	(\$49.92)	KMH	1/24/23
FREEZE ADJUSTMENT 21	HAWKINS, LINDA	31	(\$29.88)	KMH	1/24/23

Taylor Coastal Water & Sewer

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
FREEZE ADJUSTMENT 506	HAYWOOD, STEVE/RENEE	31	(\$70.97)	KMH	1/24/23
FREEZE ADJUSTMENT 33	HEARTSFIELD, BRUCE	31	(\$29.88)	KMH	1/24/23
FREEZE ADJUSTMENT 299	HEARTSFIELD, BRUCE	31	(\$30.24)	KMH	1/24/23
FREEZE ADJUSTMENT 219	HENDRY, LARRY	31	(\$29.52)	KMH	1/24/23
FREEZE ADJUSTMENT 100	HILL, SIDNEY, JR	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 332	HODGES, DOTTIE	31	(\$500.00)	KMH	1/24/23
FREEZE ADJUSTMENT 64	HOPKINS, FARLAND D.	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 38	HUNT, JARED & MONICA	31	(\$82.83)	KMH	1/24/23
FREEZE ADJUSTMENT 548	HUNTER, PAUL	31	(\$242.80)	KMH	1/24/23
FREEZE ADJUSTMENT 193	JARVIS, JIM	31	(\$29.52)	KMH	1/24/23
FREEZE ADJUSTMENT 297	KBCS Campground	31	(\$233.07)	KMH	1/24/23
FREEZE ADJUSTMENT 352	KEATON BCH CORNER ST	31	(\$177.71)	KMH	1/24/23
FREEZE ADJUSTMENT 553	KEATON BEACH POINTE L	31	(\$103.52)	KMH	1/24/23
FREEZE ADJUSTMENT 155	LAW, AMANDA	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 685	LONGHORN LAND	31	(\$40.08)	KMH	1/24/23
FREEZE ADJUSTMENT 232	LUNDY, HENRY GAYLE	31	(\$10.85)	KMH	1/24/23
FREEZE ADJUSTMENT 168	LYNN, SHEILA B	31	(\$19.68)	KMH	1/24/23
FREEZE ADJUSTMENT 536	MANNING, EARL A.	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 45	McCALL, ELISA	31	(\$29.88)	KMH	1/24/23
FREEZE ADJUSTMENT 53	MCGAVRAN, PATRICIA D.	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 473	McGRAW, EDWARD/KARR	31	(\$4.18)	KMH	1/24/23
FREEZE ADJUSTMENT 317	MEAGHER, SHAWN	31	(\$29.52)	KMH	1/24/23
FREEZE ADJUSTMENT 479	MILEY HOLDINGS 21007 LI	31	(\$50.28)	KMH	1/24/23
FREEZE ADJUSTMENT 291	MILLER, DAVID W.	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 351	MILLER, URSULA & BRIAN	31	(\$193.92)	KMH	1/24/23

Taylor Coastal Water & Sewer

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
FREEZE ADJUSTMENT 480	MURPHY, HAROLD/LINDA	31	(\$10.20)	KMH	1/24/23
FREEZE ADJUSTMENT 433	MURPHY, SPENCER/GINNY	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 200	PADGETT, GLENDA G	31	(\$101.06)	KMH	1/24/23
FREEZE ADJUSTMENT 438	PRICE, JOHN & HEATHER	31	(\$10.20)	KMH	1/24/23
FREEZE ADJUSTMENT 342	RAULERSON, JIMMIE LEE	31	(\$20.40)	KMH	1/24/23
FREEZE ADJUSTMENT 96	REDDING, CATHERINE	31	(\$19.68)	KMH	1/24/23
FREEZE ADJUSTMENT 278	RICHARDSON, SHARON	31	(\$50.28)	KMH	1/24/23
FREEZE ADJUSTMENT 641	ROLLINS, LEE J	31	(\$182.47)	KMH	1/24/23
FREEZE ADJUSTMENT 263	SANDERS, KRISSY	31	(\$39.72)	KMH	1/24/23
FREEZE ADJUSTMENT 179	SCALLOP TIME LLC	31	(\$182.47)	KMH	1/24/23
FREEZE ADJUSTMENT 238	SHASHY, PETER & SARA	31	(\$136.67)	KMH	1/24/23
FREEZE ADJUSTMENT 323	SPRADLEY, STEVE	31	(\$19.68)	KMH	1/24/23
FREEZE ADJUSTMENT 415	STEINHATCHEE INC	31	(\$60.12)	KMH	1/24/23
FREEZE ADJUSTMENT 23	STOKES, ERIC	31	(\$30.60)	KMH	1/24/23
FREEZE ADJUSTMENT 439	STONE, ALLISON	31	(\$19.68)	KMH	1/24/23
FREEZE ADJUSTMENT 252	TAYLOR, GLENN/MARSHA	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 335	THOMPSON, TROY	31	(\$71.98)	KMH	1/24/23
FREEZE ADJUSTMENT 693	TUTEN, BENJYE H.	31	(\$114.37)	KMH	1/24/23
FREEZE ADJUSTMENT 389	TUTEN, CASEY & KRISTEN	31	(\$19.68)	KMH	1/24/23
FREEZE ADJUSTMENT 401	VARN, JEFFREY R	31	(\$9.84)	KMH	1/24/23
FREEZE ADJUSTMENT 319	VEREEN, AZALEE	31	(\$39.72)	KMH	1/24/23
FREEZE ADJUSTMENT 432	WEBB, HOPE	31	(\$29.52)	KMH	1/24/23
FREEZE ADJUSTMENT 130	WEBB, RENEE	31	(\$60.12)	KMH	1/24/23
FREEZE ADJUSTMENT					
<b>91 Total Adjustments</b>			<b>(\$6,062.82)</b>	<b>For Adjustment 31</b>	

- 9. 10.58 Data input error
- 12. (117.92) Late fee adjustment

Taylor Coastal Water & Sewer Dist.

ACCT. #	NAME	CODE	AMOUNT	APPROVAL	DATE
13.	(511.50) Second meter				
16.	25.00 Disconnect fee/reconnect fee				
17.	(5,602.38) One time adjustment request				
31.	(6,062.82) Freeze adjustment				
	<b>114 Accounts</b>	<b>120</b>	<b>Total Adjustments</b>		
					<b>(\$12,259.04)</b>

All Customers

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



## TAYLOR COASTAL WATER &amp; SEWER DISTRICT

## Balance Sheet

As of January 31, 2023

02/10/23

Accrual Basis

	Jan 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
<b>SAVINGS CCBG</b>	
DEBT RESERVE CO BANK	8,000.00
DEBT RESERVE, USDA-RD-PHASE II	27,060.00
PAYMENTS, USDA-RD - PHASE II	25,129.60
DEBT RESERVE RD 92-01, CONST.	68,233.00
PAYMENTS, USDA-RD 92-01, CONST.	30,322.50
DEBT RESERVE USDA-RD 91-03, TCU	26,245.00
PAYMENTS, USDA-RD 91-03, TCU	22,465.92
WATER SERVICE FEE, NEW LOTS	38,000.00
DEPRECIATION RESERVE-Major R&R (Major Repair/Replacement)	192,978.84
CONTINGENCY RESERVE	545,351.91
CAPITAL IMPROVEMENTS, MINOR	73,494.92
GRINDER PUMP REPAIR FEE	182,424.07
SAVINGS CCBG - Other	5,565.38
<b>Total SAVINGS CCBG</b>	1,245,271.14
CAPITAL CITY BANK OP CHKNG (New Bank Account due to Citizens being acquired by Credit ...	422,298.56
SAVINGS, TCW&SD RESERVE ACCOUNT (BUSINESS SAVINGS)	10,864.95
<b>Total Checking/Savings</b>	1,678,434.65
Accounts Receivable	
ACCOUNTS RECEIVABLE (990 line 47a)	1,173.63
<b>Total Accounts Receivable</b>	1,173.63
Other Current Assets	
PREPAID EXPENSES	12,284.00
INVENTORY	114,355.26
RVS - SYSTEM INCOME	55,456.14
<b>Total Other Current Assets</b>	182,095.40
<b>Total Current Assets</b>	1,861,703.68
<b>Fixed Assets</b>	
DISTRICT PURCH GRINDER PUMPS	77,146.20
2017 FORD F-150 PICKUP	23,518.22
IMPROVEMENTS	22,243.79
ACCUMULATED DEPRECIATION	-4,659,536.46
BUILDINGS	9,281.23
CUSTOMER PURCHASED GPs	372,575.76
EQUIPMENT	130,494.35
EXPANSION, 95.68 Acres,WWTP (From Foley Lands & Timber through Suwannee River Water M...	111,587.90
FIRE HYDRANTS from TCBC	10,700.00
LAND	167,749.00
OFFICE EQUIPMENT	8,508.04
PIPING,TANKS & WELLS	797,853.40
PUMPS & CONTROLS	69,407.72
WASTEWATER SYSTEM, PHASE I (Quality Plus Services contract 8/17/04; Start 9/1/2004; substa...	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
<b>Total Fixed Assets</b>	3,994,580.02
Other Assets	
UNRESTRICTED NET ASSET	155,117.53
<b>Total Other Assets</b>	155,117.53
<b>TOTAL ASSETS</b>	<b>6,011,401.23</b>
<b>LIABILITIES &amp; EQUITY</b>	

## TAYLOR COASTAL WATER &amp; SEWER DISTRICT

02/10/23

## Balance Sheet

Accrual Basis

As of January 31, 2023

	Jan 31, 23
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
ACCOUNTS PAYABLE (990 line 60)	9,001.21
Total Accounts Payable	9,001.21
Credit Cards	
CARDMEMBER SERVICE (Capital City Bank Visa)	1,596.25
Total Credit Cards	1,596.25
Other Current Liabilities	
NET PENSION LIABILITY	71,737.91
Accrued Wages	13,844.64
ACCRUED INTEREST-RD	31,972.72
CUSTOMER OVERPAYMENTS	20,640.42
PAYROLL LIABILITIES	6,970.82
RETIREMENT PAYABLE	1,672.85
Total Other Current Liabilities	146,839.36
<b>Total Current Liabilities</b>	<b>157,436.82</b>
<b>Long Term Liabilities</b>	
N/P CITIZENS STATE BANK	4,837.46
DEFERRED OUTFLOWS	-67,983.20
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)	308,864.60
N/P,RD 2005B BONDS,Const. 92-01 (USDA-RD Loan #92-01)	524,000.00
N/P, RD 2011A BONDS, PH II WW	354,895.00
Total Long Term Liabilities	1,140,613.86
<b>Total Liabilities</b>	<b>1,298,050.68</b>
<b>Equity</b>	
RETAINED EARNINGS	2,709,159.32
Unrestrict (retained earnings) (990 line 21 & 67)	1,994,611.05
Net Income	9,580.18
<b>Total Equity</b>	<b>4,713,350.55</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>6,011,401.23</b>

## TAYLOR COASTAL WATER &amp; SEWER DISTRICT

## Profit &amp; Loss

January 2023

02/10/23

Accrual Basis

	Jan 23
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
ADJUSTMENTS, RVS BILLING	-12,259.04
GRINDER PUMP FEE	8,080.00
LATE FEES, RVS	343.71
SEWAGE SALES	35,226.59
WATER CONNECTION FEE (RVS MEMBERSHIP)	-271.80
WATER SALES	24,982.77
<b>Total Income</b>	<b>56,102.23</b>
<b>Gross Profit</b>	<b>56,102.23</b>
<b>Expense</b>	
<b>DISTRICT OFFICE</b>	
TELEPHONE/LANDLINE - DO	82.59
LEGAL/PROFESSIONAL FEES - DO	560.00
BANK CHG/SERVICE CHARGES - DO	24.95
COMPUTER/SERVICE, SOFTWARE	394.93
ELECTRIC - DIST OFFICE	170.72
OFFICE SUPPLIES	136.38
REPAIR/MAINTENANCE - DO	30.00
<b>Total DISTRICT OFFICE</b>	<b>1,399.57</b>
<b>COBANK (CONSOLIDATION OF THREE USDA-RD LOANS)</b>	
CO BANK - PRINCIPAL	3,092.72
CO BANK - INTEREST	4,399.27
<b>Total COBANK (CONSOLIDATION OF THREE USDA-RD LO...</b>	<b>7,491.99</b>
<b>PERSONNEL EXPENSE</b>	
SALARY & WAGES - WATER TRAINEE	2,100.00
SALARY & WAGES - DIST MGR	5,112.50
SALARY & WAGES - ADMIN	2,925.00
SALARY & WAGES - WW TRAINEE	2,190.00
RETIREMENT CONTRIBUTION-FRS (FL Retirement Syste...	2,222.59
<b>SALARIES &amp; WAGES-WTR &amp; WW OP</b>	<b>6,333.97</b>
<b>TAXES-PAYROLL</b>	<b>1,427.61</b>
<b>Total PERSONNEL EXPENSE</b>	<b>22,311.67</b>
<b>WASTEWATER DEPARTMENT</b>	
UNIFORMS - WW	74.55
TRACTOR MAINTENANCE	75.98
TELEPHONE/LANDLINE - WW	76.98
CELL PHONE - WW	43.70
FUEL - WW	780.15
FREIGHT - WW	187.00
ELECTRIC - WASTEWATER	1,904.60
NEW PUMP PURCHASE DISTRICT	1,690.70
CHEMICALS, SEWER	283.50
GROUNDWATER MONITORING, WWTP	1,069.54
LAB TESTING/SUPPLIES, SEWER	247.00
REPAIR/MAINTENANCE, SEWER	1,000.00
REPLACEMENT PARTS, SEWER	1,896.58
SUPPLIES/SMALL TOOLS, SEWER	68.49
<b>Total WASTEWATER DEPARTMENT</b>	<b>9,398.77</b>
<b>WATER DEPARTMENT</b>	
UNIFORMS - WATER	332.65
EDUCATION/CONFERENCE - WATER	176.00
TELEPHONE/LANDLINE - WATER	76.98
CELL PHONE - WATER	43.72
FUEL - WATER	117.38
FREIGHT - WATER	16.68
ELECTRIC - WATER	607.23

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**TAYLOR COASTAL WATER & SEWER DISTRICT**

02/10/23

**Profit & Loss**

Accrual Basis

January 2023

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	<u>Jan 23</u>
VEHICLE MAINTENANCE - WATER	41.68
CHEMICALS, WATER	141.75
LAB TESTING/SUPPLIES, WATER	227.10
REPLACEMENT PARTS, WATER	440.78
SUPPLIES/SMALL TOOLS, WATER	<u>82.44</u>
<b>Total WATER DEPARTMENT</b>	<b>2,304.39</b>
<b>Total Expense</b>	<b><u>42,906.39</u></b>
<b>Net Ordinary Income</b>	<b>13,195.84</b>
<b>Other Income/Expense</b>	
<b>Other Income</b>	
INTEREST INCOME	475.90
LABOR/PARTS, CUST REPAIR	<u>673.63</u>
<b>Total Other Income</b>	<b><u>1,149.53</u></b>
<b>Net Other Income</b>	<b><u>1,149.53</u></b>
<b>Net Income</b>	<b><u><u>14,345.37</u></u></b>

**TAYLOR COASTAL WATER & SEWER DISTRICT**  
**Profit & Loss Budget Performance**  
January 2023

					Jan 23	Budget	Oct '22 - Jan 23	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
				CUSTOMER GRINDER PUMP SALES	0.00	10,079.17	12,000.00	40,316.68	120,950.04
1				ADJUSTMENTS, RVS BILLING	-12,259.04	0.00	-13,519.50	0.00	0.00
				GRINDER PUMP FEE	8,080.00	8,042.75	32,335.00	32,171.06	96,513.06
				LATE FEES, RVS	343.71	316.09	1,204.17	1,264.35	3,793.07
				SEWAGE SALES	35,226.59	28,901.38	120,106.22	115,605.54	346,816.58
				WATER CONNECTION FEE (RVS MEMBERSHIP)	-271.80	1,349.58	1,978.20	5,398.28	16,194.92
				WATER SALES	24,982.77	20,119.85	84,322.97	80,479.38	241,438.18
				<b>Total Income</b>	<b>56,102.23</b>	<b>68,808.82</b>	<b>238,427.06</b>	<b>275,235.29</b>	<b>825,705.85</b>
2				<b>Gross Profit</b>	<b>56,102.23</b>	<b>68,808.82</b>	<b>238,427.06</b>	<b>275,235.29</b>	<b>825,705.85</b>
<b>Expense</b>									
				WATER IMPROVEMENTS PROJECT	0.00	7,192.65	0.00	28,770.60	86,311.80
				DISTRICT OFFICE					
				TRAVEL/MILEAGE - DO	0.00	41.76	26.88	167.50	500.04
				EDUCATION/CONFERENCE - DO	0.00	4.00	0.00	16.00	48.00
				WC INS - DO	0.00	50.00	0.00	200.00	600.00
				MOWING - DO	0.00	75.00	60.00	300.00	900.00
				PROPERTY INS - DO	0.00	75.00	0.00	300.00	900.00
				GENERAL LIABILITY INS - DO	0.00	175.00	0.00	700.00	2,100.00
				BONDS - DO	0.00	55.00	263.00	220.00	660.00
				INLAND MARINE INS - DO	0.00	8.00	0.00	32.00	96.00
				FINANCE CHG/LATE FEE - DO	0.00	10.00	0.00	40.00	120.00
				TELEPHONE/LANDLINE - DO	82.59	87.50	313.73	350.00	1,050.00
				LEGAL/PROFESSIONAL FEES - DO	560.00	2,000.00	1,827.60	8,000.00	24,000.00
				BANK CHG/SERVICE CHARGES - DO	24.95	150.00	209.80	600.00	1,800.00
				FREIGHT - DO	0.00	12.00	5.95	48.00	144.00
				SAFETY EQUIPMENT - DO	0.00	12.50	0.00	50.00	150.00
				POSTAGE	0.00	141.67	0.00	566.68	1,700.04
				DUES & SUBSCRIPTIONS	0.00	58.33	52.00	233.32	699.96
				ADVERTISING	0.00	356.12	0.00	1,424.48	4,273.44

**TAYLOR COASTAL WATER & SEWER DISTRICT**  
**Profit & Loss Budget Performance**  
January 2023

	Jan 23	Budget	Oct '22 - Jan 23	YTD Budget	Annual Budget
ACCOUNTING	0.00	800.00	0.00	3,200.00	9,600.00
COMPUTER/SERVICE,SOFTWARE	394.93	583.33	2,785.71	2,333.32	6,999.96
ELECTRIC - DIST OFFICE	170.72	165.00	543.15	660.00	1,980.00
OFFICE SUPPLIES	136.38	375.00	1,350.97	1,500.00	4,500.00
LANDSCAPING & DESIGN	0.00	40.00	0.00	160.00	480.00
REPAIR/MAINTENANCE - DO	30.00	116.67	120.00	466.68	1,400.04
PROPERTY IMPROVEMENTS - DO	0.00	50.00	0.00	200.00	600.00
<b>Total DISTRICT OFFICE</b>	<b>1,399.57</b>	<b>5,441.88</b>	<b>7,558.79</b>	<b>21,767.98</b>	<b>65,301.48</b>
<b>COBANK (CONSOLIDATION OF THREE USDA-RD LOANS)</b>					
CO BANK - PRINCIPAL	3,092.72	3,092.72	12,584.03	12,584.03	38,464.86
CO BANK - INTEREST	4,399.27	4,399.27	17,383.48	17,383.48	51,440.11
<b>Total COBANK (CONSOLIDATION OF THREE USDA-RD LOANS)</b>	<b>7,491.99</b>	<b>7,491.99</b>	<b>29,967.51</b>	<b>29,967.51</b>	<b>89,904.97</b>
CUSTOMER REPAIRS	0.00	0.00	-18.88	0.00	0.00
<b>PERSONNEL EXPENSE</b>					
SALARY & WAGES - WATER TRAINEE	2,100.00	2,100.00	6,300.00	8,400.00	25,200.00
SALARY & WAGES - DIST MGR	5,112.50	5,112.50	20,220.83	20,450.00	61,350.00
SALARY & WAGES - ADMIN	2,925.00	2,925.00	11,275.00	11,700.00	35,100.00
SALARY & WAGES - WW TRAINEE	2,190.00	2,190.00	8,670.00	8,760.00	26,280.00
SALARY & WAGES - WW OPERATOR	1,946.70	1,946.70	7,786.80	7,786.80	23,360.40
SALARY & WAGES - WATER OPERATOR	4,287.27	4,287.27	17,149.08	17,149.08	51,447.24
<b>RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)</b>					
RETIREMENT - WATER TRAINEE	250.11	250.11	0.00	1,000.44	3,001.32
RETIREMENT - DIST MGR	608.90	608.90	0.00	2,435.60	7,306.80
RETIREMENT - WW TRAINEE	260.83	260.83	0.00	1,043.32	3,129.96
RETIREMENT - WW OPERATOR	231.85	231.85	0.00	927.40	2,782.20
RETIREMENT - WATER OPERATOR	522.52	522.52	0.00	2,090.08	6,270.24
RETIREMENT - ADMIN	348.37	348.37	0.00	1,393.48	4,180.44
RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems) - Other	0.00	0.00	8,505.83	0.00	0.00
<b>Total RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)</b>	<b>2,222.58</b>	<b>2,222.58</b>	<b>8,505.83</b>	<b>8,890.32</b>	<b>26,670.96</b>
<b>TAXES-PAYROLL</b>					
PAYROLL TAXES - WATER TRAINEE	335.63	335.63	1,342.52	1,342.52	4,027.56

**TAYLOR COASTAL WATER & SEWER DISTRICT**  
**Profit & Loss Budget Performance**  
January 2023

	Jan 23	Budget	Oct '22 - Jan 23	YTD Budget	Annual Budget
PAYROLL TAXES - DIST MGR	391.10	391.10	1,564.40	1,564.40	4,693.20
PAYROLL TAXES - ADMIN	223.76	223.76	895.04	895.04	2,685.12
PAYROLL TAXES - WW TRAINEE	160.65	160.65	642.60	642.60	1,927.80
PAYROLL TAXES - WW OPERATOR	148.93	148.93	595.72	595.72	1,787.16
PAYROLL TAXES - WATER OPERATOR	335.63	335.63	1,342.52	1,342.52	4,027.56
TAXES-PAYROLL - Other	0.00	0.00	0.00	0.00	0.00
<b>Total TAXES-PAYROLL</b>	<b>1,595.70</b>	<b>1,595.70</b>	<b>6,382.80</b>	<b>6,382.80</b>	<b>19,148.40</b>
<b>Total PERSONNEL EXPENSE</b>	<b>22,379.75</b>	<b>22,379.75</b>	<b>86,290.34</b>	<b>89,519.00</b>	<b>268,557.00</b>
<b>WASTEWATER DEPARTMENT</b>					
BONDS - WW	0.00	55.00	0.00	220.00	660.00
CUSTOMER REPAIRS - WW	0.00	25.00	0.00	100.00	300.00
UNIFORMS - WW	74.55	150.00	308.59	600.00	1,800.00
LEGAL/PROFESSIONAL FEES - WW	0.00	165.00	0.00	660.00	1,980.00
TRAVEL/MILEAGE - WW	0.00	5.00	0.00	20.00	60.00
EDUCATION/CONFERENCE - WW	0.00	15.00	0.00	60.00	180.00
WC INS - WW	0.00	50.00	0.00	200.00	600.00
MOWING - WW	0.00	200.00	560.00	800.00	2,400.00
SALES TAX - WW	0.00	1.00	23.62	4.00	12.00
PROPERTY INS - WW	0.00	75.00	0.00	300.00	900.00
POLLUTION INS - WW	0.00	75.00	674.66	300.00	900.00
GENERAL LIABILITY INS - WW	0.00	175.00	0.00	700.00	2,100.00
AUTO INS - WW	0.00	130.00	0.00	520.00	1,560.00
INLAND MARINE INS - WW	0.00	8.00	0.00	32.00	96.00
TRACTOR MAINTENANCE	75.98	450.00	75.98	1,800.00	5,400.00
TELEPHONE/LANDLINE - WW	76.98	87.50	291.29	350.00	1,050.00
CELL PHONE - WW	43.70	65.00	164.14	260.00	780.00
LICENSES & PERMITS - WW	0.00	150.00	175.00	600.00	1,800.00
FUEL - WW	780.15	333.34	1,216.95	1,333.36	4,000.08
FREIGHT - WW	187.00	30.00	387.65	120.00	360.00
SAFETY EQUIPMENT - WW	0.00	25.00	0.00	100.00	300.00
ENGINEERING SERVICES - WW	0.00	350.00	0.00	1,400.00	4,200.00

**TAYLOR COASTAL WATER & SEWER DISTRICT**  
**Profit & Loss Budget Performance**  
January 2023

	Jan 23	Budget	Oct '22 - Jan 23	YTD Budget	Annual Budget
ELECTRIC - WASTEWATER	1,904.60	1,416.67	7,253.17	5,666.68	17,000.04
VEHICLE MAINTENANCE - WW	0.00	325.00	0.00	1,300.00	3,900.00
PROPERTY IMPROVEMENTS - WW	0.00	200.00	539.85	800.00	2,400.00
NEW PUMP PURCHASE DISTRICT	1,690.70	3,000.00	12,259.90	12,000.00	36,000.00
GP INSTALLATION EXPENSES	0.00	500.00	0.00	2,000.00	6,000.00
GRINDER PUMP REPAIR ACCOUNT	0.00	200.00	0.00	800.00	2,400.00
EQUIPMENT PURCHASES	0.00	500.00	0.00	2,000.00	6,000.00
CHEMICALS, SEWER	283.50	250.00	1,393.50	1,000.00	3,000.00
GROUNDWATER MONITORING, WWTP	1,069.54	458.33	1,645.86	1,833.32	5,499.96
LAB TESTING/SUPPLIES, SEWER	247.00	291.67	787.00	1,166.68	3,500.04
REPAIR/MAINTENANCE, SEWER	1,000.00	4,166.67	2,059.98	16,666.68	50,000.04
REPLACEMENT PARTS, SEWER	1,896.58	1,166.67	10,076.15	4,666.68	14,000.04
SLUDGE HAULING	0.00	290.00	0.00	1,160.00	3,480.00
SUPPLIES/SMALL TOOLS, SEWER	68.49	183.34	392.17	733.36	2,200.08
SYSTEM/PLANT UPGRADES, SEWER	0.00	2,500.00	43,900.00	10,000.00	30,000.00
WASTEWATER DEPARTMENT - Other	0.00	0.00	0.00	0.00	0.00
<b>Total WASTEWATER DEPARTMENT</b>	<b>9,398.77</b>	<b>18,068.19</b>	<b>84,185.46</b>	<b>72,272.76</b>	<b>216,818.28</b>
<b>WATER DEPARTMENT</b>					
BONDS - WATER	0.00	55.00	0.00	220.00	660.00
CUSTOMER REPAIRS - WATER	0.00	25.00	0.00	100.00	300.00
UNIFORMS - WATER	332.65	150.00	594.69	600.00	1,800.00
LEGAL/PROFESSIONAL FEES - WATER	0.00	165.00	0.00	660.00	1,980.00
TRAVEL/MILEAGE - WATER	0.00	5.00	0.00	20.00	60.00
EDUCATION/CONFERENCE - WATER	176.00	37.50	186.00	150.00	450.00
WC INS - WATER	0.00	50.00	0.00	200.00	600.00
MOWING - WATER	0.00	100.00	280.00	400.00	1,200.00
SALES TAX - WATER	0.00	1.00	0.00	4.00	12.00
PROPERTY INS - WATER	0.00	75.00	0.00	300.00	900.00
GENERAL LIABILITY INS - WATER	0.00	160.00	0.00	640.00	1,920.00
AUTO INS - WATER	0.00	130.00	0.00	520.00	1,560.00
INLAND MARINE INS - WATER	0.00	8.00	0.00	32.00	96.00



**TAYLOR COASTAL WATER & SEWER DISTRICT**  
**Profit & Loss Budget Performance**  
January 2023

	Jan 23	Budget	Oct '22 - Jan 23	YTD Budget	Annual Budget
TELEPHONE/LANDLINE - WATER	76.98	87.50	291.29	350.00	1,050.00
CELL PHONE - WATER	43.72	65.00	200.60	260.00	780.00
LICENSES & PERMITS - WATER	0.00	125.00	405.46	500.00	1,500.00
FUEL - WATER	117.38	208.34	479.98	833.36	2,500.08
FREIGHT - WATER	16.68	25.00	168.70	100.00	300.00
SAFETY EQUIPMENT - WATER	0.00	25.00	0.00	100.00	300.00
ENGINEERING SERVICES - WATER	0.00	50.00	0.00	200.00	600.00
ELECTRIC - WATER	607.23	400.00	2,036.49	1,600.00	4,800.00
VEHICLE MAINTENANCE - WATER	41.68	75.00	625.68	300.00	900.00
PROPERTY IMPROVEMENTS - WATER	0.00	42.00	0.00	168.00	504.00
CHEMICALS, WATER	141.75	275.00	726.75	1,100.00	3,300.00
LAB TESTING/SUPPLIES, WATER	227.10	200.00	617.10	800.00	2,400.00
REPAIR/MAINTENANCE, WATER	0.00	900.00	10,570.19	3,600.00	10,800.00
REPLACEMENT PARTS, WATER	440.78	1,083.34	6,357.70	4,333.36	13,000.08
SUPPLIES/SMALL TOOLS, WATER	82.44	170.00	538.98	680.00	2,040.00
SYSTEM/PLANT UPGRADES, WATER	0.00	3,333.34	909.90	13,333.36	40,000.08
TANK MAINTENANCE, WATER	0.00	208.34	0.00	833.36	2,500.08
<b>Total WATER DEPARTMENT</b>	<b>2,304.39</b>	<b>8,234.36</b>	<b>24,989.51</b>	<b>32,937.44</b>	<b>98,812.32</b>
<b>Total Expense</b>	<b>42,974.47</b>	<b>68,808.82</b>	<b>232,972.73</b>	<b>275,235.29</b>	<b>825,705.85</b>
<b>Net Ordinary Income</b>	<b>13,127.76</b>	<b>0.00</b>	<b>5,454.33</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Income/Expense</b>					
<b>Other Income</b>					
CAPITAL GRANT_USDA-RD GRANT REV	0.00		0.00	0.00	0.00
INTEREST INCOME	475.90	0.00	1,867.73	0.00	0.00
LABOR/PARTS, CUST REPAIR	673.63	0.00	1,699.94	0.00	0.00
MISCELLANEOUS INCOME	0.00	0.00	68.22	0.00	0.00
<b>Total Other Income</b>	<b>1,149.53</b>	<b>0.00</b>	<b>3,635.89</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>1,149.53</b>	<b>0.00</b>	<b>3,635.89</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>14,277.29</b>	<b>0.00</b>	<b>9,090.22</b>	<b>0.00</b>	<b>0.00</b>

**TAYLOR COASTAL WATER & SEWER DISTRICT**  
**EXPENSE BREAKDOWN**  
**January 2023**

02/10/23

Accrual Basis

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>DISTRICT OFFICE</b>				
<b>TELEPHONE/LANDLINE - DO</b>				
01/01/20	DEC ...	CONSOLIDATED CO...	578-3043 DISTRICT ...	82.59
Total TELEPHONE/LANDLINE - DO				82.59
<b>LEGAL/PROFESSIONAL FEES - DO</b>				
01/23/20	CATA...	GARY KNOWLES, CL...	Utility Lien Catalano ...	10.00
01/31/20	2205	BOYD & DURANT PL	1/19/2023 Travel to ...	330.00
01/31/20	2205	BOYD & DURANT PL	1/19/2023 Attend Bo...	220.00
Total LEGAL/PROFESSIONAL FEES - DO				560.00
<b>BANK CHG/SERVICE CHARGES - DO</b>				
01/02/20	EFT	PAY CLIX	MONTHLY PROCES...	24.95
Total BANK CHG/SERVICE CHARGES - DO				24.95
<b>COMPUTER/SERVICE, SOFTWARE</b>				
01/01/20	DEC ...	CONSOLIDATED CO...	578-3043 INTERNE...	59.95
01/14/20	SENT...	ADOBE	ADOBE SOFTWARE...	14.99
01/18/20	27578	DIAMOND MAPS	DIAMOND MAPS 1 ...	300.00
01/26/20	SENT...	BLUEHOST, Inc	BLUE HOST DOMAI...	19.99
Total COMPUTER/SERVICE, SOFTWARE				394.93
<b>ELECTRIC - DIST OFFICE</b>				
01/23/20	114653	TRI-COUNTY ELECT...	District Office	170.72
Total ELECTRIC - DIST OFFICE				170.72
<b>OFFICE SUPPLIES</b>				
01/19/20	SENT...	WALTER B'S	Board Meeting Suppl...	57.48
01/31/20	SENT...	WAL MART	CREAMER	5.47
01/31/20	SENT...	WAL MART	COFFEE FILTERS	1.48
01/31/20	SENT...	WAL MART	SUGAR	6.47
01/31/20	SENT...	WAL MART	SPIRAL NOTEBOOK	3.36
01/31/20	SENT...	WAL MART	SPIRAL NOTEBOOK	3.36
01/31/20	SENT...	WAL MART	SPIRAL NOTEBOOK	3.36
01/31/20	SENT...	WAL MART	LEGAL PADS	4.32
01/31/20	SENT...	WAL MART	TOILET PAPER	29.64
01/31/20	SENT...	WAL MART	BOTTLED WATER	21.44
Total OFFICE SUPPLIES				136.38
<b>REPAIR/MAINTENANCE - DO</b>				
01/19/20	JAN 2...	MESSICK PEST CON...	Monthly Pest Control	30.00
Total REPAIR/MAINTENANCE - DO				30.00
Total DISTRICT OFFICE				1,399.57
<b>COBANK (CONSOLIDATION OF THREE USDA-RD LOANS)</b>				
<b>CO BANK - PRINCIPAL</b>				
01/20/20	EFT	CO BANK	CO BANK LOAN PR...	3,092.72
Total CO BANK - PRINCIPAL				3,092.72
<b>CO BANK - INTEREST</b>				
01/20/20	EFT	CO BANK	CO BANK LOAN INT...	4,399.27
Total CO BANK - INTEREST				4,399.27
Total COBANK (CONSOLIDATION OF THREE USDA-RD LOANS)				7,491.99
<b>PERSONNEL EXPENSE</b>				
<b>SALARY &amp; WAGES - WATER TRAINEE</b>				
01/02/20	7165	EDMONDS, ANNA M		2,100.00
Total SALARY & WAGES - WATER TRAINEE				2,100.00
<b>SALARY &amp; WAGES - DIST MGR</b>				

## TAYLOR COASTAL WATER & SEWER DISTRICT EXPENSE BREAKDOWN

02/10/23

January 2023

Accrual Basis

Date	Num	Name	Memo	Amount
01/02/20	7167	SENTER, LYNETTE T		5,112.50
Total SALARY & WAGES - DIST MGR				5,112.50
<b>SALARY &amp; WAGES - ADMIN</b>				
01/02/20	7166	HATHCOCK, KRISTI M		2,925.00
Total SALARY & WAGES - ADMIN				2,925.00
<b>SALARY &amp; WAGES - WW TRAINEE</b>				
01/02/20	7168	SMITH, ISHMAEL J		2,190.00
Total SALARY & WAGES - WW TRAINEE				2,190.00
<b>RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)</b>				
01/02/20	7164	BENNETT, RONALD A		754.38
01/02/20	7165	EDMONDS, ANNA M		250.11
01/02/20	7166	HATHCOCK, KRISTI M		348.37
01/02/20	7167	SENTER, LYNETTE T		608.90
01/02/20	7168	SMITH, ISHMAEL J		260.83
Total RETIREMENT CONTRIBUTION-FRS (FL Retirement Systems)				2,222.59
<b>SALARIES &amp; WAGES-WTR &amp; WW OP</b>				
01/02/20	7164	BENNETT, RONALD A		6,333.97
Total SALARIES & WAGES-WTR & WW OP				6,333.97
<b>TAXES-PAYROLL</b>				
01/02/20	7164	BENNETT, RONALD A		392.71
01/02/20	7164	BENNETT, RONALD A		91.84
01/02/20	7165	EDMONDS, ANNA M		130.20
01/02/20	7165	EDMONDS, ANNA M		30.45
01/02/20	7165	EDMONDS, ANNA M		0.00
01/02/20	7166	HATHCOCK, KRISTI M		181.35
01/02/20	7166	HATHCOCK, KRISTI M		42.41
01/02/20	7167	SENTER, LYNETTE T		316.98
01/02/20	7167	SENTER, LYNETTE T		74.13
01/02/20	7168	SMITH, ISHMAEL J		135.78
01/02/20	7168	SMITH, ISHMAEL J		31.76
Total TAXES-PAYROLL				1,427.61
Total PERSONNEL EXPENSE				22,311.67
<b>WASTEWATER DEPARTMENT</b>				
<b>UNIFORMS - WW</b>				
01/02/20	56400...	ARAMARK	Uniform Rental - Se...	9.30
01/02/20	56400...	ARAMARK	Soil Locker Rental - ...	1.50
01/02/20	56400...	ARAMARK	Easy Care Warranty...	3.12
01/02/20	56400...	ARAMARK	Service Charge - Se...	5.00
01/02/20	56400...	ARAMARK	Credit Memo	-23.76
01/09/20	56400...	ARAMARK	Uniform Rental - Se...	10.28
01/09/20	56400...	ARAMARK	Soil Locker Rental - ...	1.50
01/09/20	56400...	ARAMARK	Easy Care Warranty ...	3.12
01/09/20	56400...	ARAMARK	Service Charge - Se...	5.00
01/16/20	56400...	ARAMARK	Uniform Rental - Se...	10.28
01/16/20	56400...	ARAMARK	Soil Locker Rental - ...	1.50
01/16/20	56400...	ARAMARK	Easy Care Warranty ...	3.03
01/16/20	56400...	ARAMARK	Service Charge - Se...	5.00
01/23/20	56400...	ARAMARK	Uniform Rental - Se...	10.25
01/23/20	56400...	ARAMARK	Soil Locker Rental - ...	1.50
01/23/20	56400...	ARAMARK	Easy Care Warranty ...	3.03
01/23/20	56400...	ARAMARK	Service Charge - Se...	5.00
01/30/20	56401...	ARAMARK	Uniform Rental - Se...	10.28
01/30/20	56401...	ARAMARK	Soil Locker Rental - ...	1.50
01/30/20	56401...	ARAMARK	Easy Care Warranty ...	3.12
01/30/20	56401...	ARAMARK	Service Charge - Se...	5.00
Total UNIFORMS - WW				74.55

**TAYLOR COASTAL WATER & SEWER DISTRICT**  
**EXPENSE BREAKDOWN**  
**January 2023**

02/10/23

Accrual Basis

Date	Num	Name	Memo	Amount
<b>TRACTOR MAINTENANCE</b>				
01/30/20	19236	BATES HYDRAULICS	Hydraulic Hose for T...	75.98
Total TRACTOR MAINTENANCE				75.98
<b>TELEPHONE/LANDLINE - WW</b>				
01/01/20	DEC ...	CONSOLIDATED CO...	578-2474 WWTP G...	76.98
Total TELEPHONE/LANDLINE - WW				76.98
<b>CELL PHONE - WW</b>				
01/18/20	99248...	VERIZON WIRELESS	IPad for Field Work	18.03
01/18/20	99248...	VERIZON WIRELESS	Ron Bennett 843-7621	25.67
Total CELL PHONE - WW				43.70
<b>FUEL - WW</b>				
01/09/20	MOR...	KEATON BEACH BUMS	17.929 GAL @ \$3.17...	57.00
01/27/20	743948	WARE OIL & SUPPLY...	150.7 gallons of dis...	601.29
01/27/20	743948	WARE OIL & SUPPLY...	Biocide Fuel Additive	39.00
01/27/20	743948	WARE OIL & SUPPLY...	Florida Pollution Tax	3.12
01/27/20	743948	WARE OIL & SUPPLY...	Federal Oil Spill Dies...	0.32
01/27/20	743948	WARE OIL & SUPPLY...	FL Bond Recovery D...	0.08
01/27/20	743948	WARE OIL & SUPPLY...	Federal Superfund D...	0.59
01/27/20	743948	WARE OIL & SUPPLY...	FL State Sales Tax	2.34
01/27/20	743948	WARE OIL & SUPPLY...	Taylor County Surtax	0.39
01/30/20	MOR...	KEATON BEACH BUMS	22.69 GAL @ \$3.349...	76.02
Total FUEL - WW				780.15
<b>FREIGHT - WW</b>				
01/10/20	70614	WASCON INC	FREIGHT	15.95
01/11/20	SENT...	USA Blue Book	SHIPPING	4.68
01/19/20	70727	WASCON INC	FREIGHT	130.00
01/26/20	70844	WASCON INC	FREIGHT	24.37
01/31/20	63917...	HAWKINS, INC	Freight	12.00
Total FREIGHT - WW				187.00
<b>ELECTRIC - WASTEWATER</b>				
01/23/20	114653	TRI-COUNTY ELECT...	Lift Station #2 Grackle	155.84
01/23/20	114653	TRI-COUNTY ELECT...	WWTP	1,474.09
01/23/20	114653	TRI-COUNTY ELECT...	Lift Station #1 Boat ...	151.61
01/23/20	114653	TRI-COUNTY ELECT...	Storgage Trains	30.77
01/23/20	114653	TRI-COUNTY ELECT...	WW O&M	92.29
Total ELECTRIC - WASTEWATER				1,904.60
<b>NEW PUMP PURCHASE DISTRICT</b>				
01/19/20	70727	WASCON INC	DISTRICT GRINDE...	1,690.70
Total NEW PUMP PURCHASE DISTRICT				1,690.70
<b>CHEMICALS, SEWER</b>				
01/31/20	63917...	HAWKINS, INC	90 gallons Ultra-Chlo...	283.50
Total CHEMICALS, SEWER				283.50
<b>GROUNDWATER MONITORING, WWTP</b>				
01/19/20	02508...	JONES EDMUNDS & ...	Groundwater Monitor...	1,069.54
Total GROUNDWATER MONITORING, WWTP				1,069.54
<b>LAB TESTING/SUPPLIES, SEWER</b>				
01/11/20	SENT...	USA Blue Book	HACH DPD 4 TOTA...	62.00
01/26/20	67400...	EUROFINS ENVIRON...	NITRATE/NITRITE	22.50
01/26/20	67400...	EUROFINS ENVIRON...	NITRITE	22.50
01/26/20	67400...	EUROFINS ENVIRON...	TSS	30.00
01/26/20	67400...	EUROFINS ENVIRON...	FECAL COLIFORM	30.00
01/26/20	67400...	EUROFINS ENVIRON...	CBOD - CBOD	60.00
01/26/20	67400...	EUROFINS ENVIRON...	COURIER FEES	12.50

## TAYLOR COASTAL WATER & SEWER DISTRICT EXPENSE BREAKDOWN

02/10/23

Accrual Basis

January 2023

Date	Num	Name	Memo	Amount
01/26/20	67400...	EUROFINS ENVIRON...	VEHICLE SURCHA...	7.50
Total LAB TESTING/SUPPLIES, SEWER				247.00
<b>REPAIR/MAINTENANCE, SEWER</b>				
01/26/20	225436	PADGETT LAWN CA...	Crane service for pu...	1,000.00
Total REPAIR/MAINTENANCE, SEWER				1,000.00
<b>REPLACEMENT PARTS, SEWER</b>				
01/10/20	70614	WASCON INC	9522 SIMPLEX BOA...	1,279.44
01/20/20	215817	LANIER MUNICIPAL S...	1-1/4" IPS COMP X ...	122.94
01/20/20	215817	LANIER MUNICIPAL S...	1-1/4" IPS COMP X ...	106.92
01/20/20	215817	LANIER MUNICIPAL S...	1-1/4" HDPE IPS CO...	103.74
01/20/20	215817	LANIER MUNICIPAL S...	1-1-4" IPS COMP X ...	82.20
01/26/20	70844	WASCON INC	2100 WAGER VENT...	201.34
Total REPLACEMENT PARTS, SEWER				1,896.58
<b>SUPPLIES/SMALL TOOLS, SEWER</b>				
01/24/20	254258	RAGAN'S ACE HARD...	GREEN SPRAYPAINT	32.50
01/26/20	SENT...	Amazon.com	MULTIMETER	35.99
Total SUPPLIES/SMALL TOOLS, SEWER				68.49
Total WASTEWATER DEPARTMENT				9,398.77
<b>WATER DEPARTMENT</b>				
<b>UNIFORMS - WATER</b>				
01/02/20	56400...	ARAMARK	Uniform Rental - Water	9.30
01/02/20	56400...	ARAMARK	Soil Locker Rental - ...	1.50
01/02/20	56400...	ARAMARK	Easy Care Warranty ...	3.12
01/02/20	56400...	ARAMARK	Service Charge - Wa...	5.00
01/09/20	56400...	ARAMARK	Uniform Rental - Water	10.28
01/09/20	56400...	ARAMARK	Soil Locker Rental - ...	1.50
01/09/20	56400...	ARAMARK	Easy Care Warranty ...	3.12
01/09/20	56400...	ARAMARK	Service Charge - Wa...	5.00
01/16/20	56400...	ARAMARK	Uniform Rental - Water	10.28
01/16/20	56400...	ARAMARK	Soil Locker Rental - ...	1.50
01/16/20	56400...	ARAMARK	Easy Care Warranty ...	6.07
01/16/20	56400...	ARAMARK	Service Charge - Wa...	5.00
01/16/20	56400...	ARAMARK	Name Emblem Char...	70.00
01/16/20	56400...	ARAMARK	Name Emblem Char...	16.50
01/16/20	56400...	ARAMARK	Prep Charge - New ...	16.50
01/16/20	56400...	ARAMARK	Uniform Rental Water	9.68
01/23/20	56400...	ARAMARK	Uniform Rental - Water	10.25
01/23/20	56400...	ARAMARK	Soil Locker Rental - ...	1.50
01/23/20	56400...	ARAMARK	Easy Care Warranty ...	6.07
01/23/20	56400...	ARAMARK	Service Charge - Wa...	5.00
01/23/20	56400...	ARAMARK	Name Emblem Char...	40.00
01/23/20	56400...	ARAMARK	Name Emblem Char...	6.00
01/23/20	56400...	ARAMARK	Prep Charge - New ...	6.00
01/23/20	56400...	ARAMARK	Uniform Rental Water	9.68
01/30/20	56401...	ARAMARK	Uniform Rental - Water	10.28
01/30/20	56401...	ARAMARK	Soil Locker Rental - ...	1.50
01/30/20	56401...	ARAMARK	Easy Care Warranty ...	6.24
01/30/20	56401...	ARAMARK	Service Charge - Wa...	5.00
01/30/20	56401...	ARAMARK	Name Emblem Char...	30.00
01/30/20	56401...	ARAMARK	Name Emblem Char...	4.50
01/30/20	56401...	ARAMARK	Prep Charge - New ...	6.00
01/30/20	56401...	ARAMARK	Uniform Rental Water	10.28
Total UNIFORMS - WATER				332.65
<b>EDUCATION/CONFERENCE - WATER</b>				
01/30/20	BENN...	FRWA	2023 FOCUS ON C...	50.00
01/31/20	SENT...	OFFICE OF WATER P...	ANNA TRAINING B...	126.00
Total EDUCATION/CONFERENCE - WATER				176.00
<b>TELEPHONE/LANDLINE - WATER</b>				

**TAYLOR COASTAL WATER & SEWER DISTRICT**  
**EXPENSE BREAKDOWN**  
**January 2023**

02/10/23

Accrual Basis

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
01/01/20	DEC ...	CONSOLIDATED CO...	578-2080 WTP GEN...	76.98
Total TELEPHONE/LANDLINE - WATER				76.98
<b>CELL PHONE - WATER</b>				
01/18/20	99248...	VERIZON WIRELESS	iPad for Field Work	18.04
01/18/20	99248...	VERIZON WIRELESS	Ron Bennett 843-7621	25.68
Total CELL PHONE - WATER				43.72
<b>FUEL - WATER</b>				
01/09/20	BENN...	WALTER B'S	17.616 GAL @ \$3.17...	56.00
01/23/20	BENN...	WALTER B'S	19.309 GAL @ \$3.17...	61.38
Total FUEL - WATER				117.38
<b>FREIGHT - WATER</b>				
01/11/20	SENT...	USA Blue Book	SHIPPING	4.68
01/30/20	63917...	HAWKINS, INC	Delivery Charge	12.00
Total FREIGHT - WATER				16.68
<b>ELECTRIC - WATER</b>				
01/23/20	114653	TRI-COUNTY ELECT...	well	576.46
01/23/20	114653	TRI-COUNTY ELECT...	pumping station	30.77
Total ELECTRIC - WATER				607.23
<b>VEHICLE MAINTENANCE - WATER</b>				
01/24/20	209929	TIMBERLAND FORD	OIL CHANGE	41.68
Total VEHICLE MAINTENANCE - WATER				41.68
<b>CHEMICALS, WATER</b>				
01/30/20	63917...	HAWKINS, INC	45 gallons Ultra-Chlo...	141.75
Total CHEMICALS, WATER				141.75
<b>LAB TESTING/SUPPLIES, WATER</b>				
01/11/20	SENT...	USA Blue Book	HACH DPD FREE C...	57.10
01/18/20	67400...	EUROFINS ENVIRON...	NO2/NO3 (DW-IC)	30.00
01/20/20	67400...	EUROFINS ENVIRON...	TOTAL COLIFORM ...	120.00
01/26/20	67400...	EUROFINS ENVIRON...	COURIER FEES	12.50
01/26/20	67400...	EUROFINS ENVIRON...	VEHICLE SURCHA...	7.50
Total LAB TESTING/SUPPLIES, WATER				227.10
<b>REPLACEMENT PARTS, WATER</b>				
01/12/20	215676	LANIER MUNICIPAL S...	PINT CLEAR MED B...	80.40
01/12/20	215676	LANIER MUNICIPAL S...	1" SCH 40 PVC MAL...	2.34
01/12/20	215676	LANIER MUNICIPAL S...	2" SERIES G-300 B...	142.72
01/12/20	215676	LANIER MUNICIPAL S...	1" SERIES G-300 B...	69.54
01/12/20	215676	LANIER MUNICIPAL S...	ROMAC 3.50 X 1-1/4...	98.47
01/12/20	215676	LANIER MUNICIPAL S...	1-1/4" SERIES G-30...	27.50
01/12/20	215676	LANIER MUNICIPAL S...	1-1/4" X 06" BRASS ...	19.81
Total REPLACEMENT PARTS, WATER				440.78
<b>SUPPLIES/SMALL TOOLS, WATER</b>				
01/02/20	SENT...	Amazon.com	MULTIMETER	36.99
01/19/20	SENT...	Amazon.com	PHONE REPLACEM...	6.45
01/24/20	254258	RAGAN'S ACE HARD...	BLUE SPRAY PAINT	39.00
Total SUPPLIES/SMALL TOOLS, WATER				82.44
Total WATER DEPARTMENT				2,304.39
<b>TOTAL</b>				<b>42,906.39</b>

**Subject:** RE: Mowing RFP  
**From:** JD Durant <jd@boydlaw.net>  
**Date:** 2/9/2023, 3:40 PM  
**To:** Lynette Senter <tcwsd@fairpoint.net>  
**CC:** Alana Romig <Alana@boydlaw.net>

Good afternoon Lynette. The RFP form looks good as is. Regarding Commissioner Hathcock's suggestion that his wife's company may submit a bid, I have some concerns.

The statutes I quote below include a blanket prohibition against the District purchasing goods or services from businesses that the commissioners, or their spouses or children, have an ownership interest. There is an exception for competitive bidding. This exception applies as long as the official "in no way participated in the determination of the bid specifications or the determination of the lowest or best bidder."

Here, Commissioner Hathcock participated in approving the specifications of the previous bids, in the Board's discussions about whether those bids complied with the specifications in the previous requests for proposal or invitations to bid, and in the Board's discussion about whether to solicit proposals again. Strictly speaking, this is a separate RFP. Commissioner Hathcock did participate in the discussions leading to the District approving this (I did not check my notes, but he may have recused himself from the vote). At best, I would say this fits into a grey area under the ethics statute. I recommend the District avoid grey areas when they can. The statutes are below. I will be happy to discuss with the Board at the next meeting.

Section 112.313, Florida Statutes, says:

(3) DOING BUSINESS WITH ONE'S AGENCY.—No employee of an agency acting in his or her official capacity as a purchasing agent, or public officer acting in his or her official capacity, shall either directly or indirectly purchase, rent, or lease any realty, goods, or services for his or her own agency from any business entity of which the officer or employee or the officer's or employee's spouse or child is an officer, partner, director, or proprietor or in which such officer or employee or the officer's or employee's spouse or child, or any combination of them, has a material interest. Nor shall a public officer or employee, acting in a private capacity, rent, lease, or sell any realty, goods, or services to the officer's or employee's own agency, if he or she is a state officer or employee, or to any political subdivision or any agency thereof, if he or she is serving as an officer or employee of that political subdivision. The foregoing shall not apply to district offices maintained by legislators when such offices are located in the legislator's place of business or when such offices are on property wholly or partially owned by the legislator.

Section 112.313(12), Florida Statutes, provides exemptions to this blanket rule:

[N]o person shall be held in violation of subsection (3) or subsection (7) if:

\*\*\*

- (b) The business is awarded under a system of sealed, competitive bidding to the lowest or best bidder and:
1. The official or the official's spouse or child has in no way participated in the determination of the bid specifications or the determination of the lowest or best bidder;
  2. The official or the official's spouse or child has in no way used or attempted to use the official's influence to persuade the agency or any personnel thereof to enter such a contract other than by the mere submission of the bid; and
  3. The official, prior to or at the time of the submission of the bid, has filed a statement with the Commission on Ethics, if the official is a state officer or employee, or with the supervisor of elections of the county in which the agency has its principal office, if the official is an officer or employee of a political subdivision, disclosing the official's interest, or the interest of the official's spouse or child, and the nature of the intended business.

\*\*\*

**James M. Durant, Jr.**  
Board Certified Real Estate Lawyer  
Boyd & Durant, P.L. | (850) 386-2171 x0

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**From:** Lynette Senter <tcwsd@fairpoint.net>  
**Sent:** Friday, January 27, 2023 9:17 AM  
**To:** JD Durant <jd@boydlaw.net>  
**Cc:** Taylor Coastal Water and Sewer District <tcwsd@fairpoint.net>  
**Subject:** Mowing RFP

Good Morning JD,

Attached is the revised RFP for Mowing Services. I've changed to ask for a 12-month contract which will allow the District to have a set monthly cost rather than a variable month-to-month cost. I also added the Workers' Compensation Exempt provision that was discussed in the Board Meeting. I'd appreciate your review and any comments or changes.

Also, would you please explore the conflict of interest ramifications if Commissioner Hathcock's wife's company decides to bid on the services? I know he would have to recuse himself from voting, but I'm not sure of any other complications.

Thank you and have a great weekend!

Lynette

--

Lynette Taylor Senter, District Manager

"This institution is an equal opportunity provider and employer."

Please note: Florida has a very broad public record law. Most written communications may be subject to public disclosure.



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## **NOTICE OF REQUEST FOR PROPOSALS - MOWING**

Taylor Coastal Water and Sewer District (the District) is soliciting proposals from Florida-licensed and insured mowing contractors to perform various mowing tasks on its properties.

An RFP including a Statement of Services may be obtained from the District Office located at 18820 Beach Road or by calling (850) 578-3043. A copy of the RFP may also be found at [www.tcwsd.org](http://www.tcwsd.org). Responses must be received by 4:00 P.M. on Thursday, March 16, 2023. The District reserves the right, in its sole absolute discretion, to reject any or all proposals, to cancel or withdraw this bid solicitation at any time, and to waive any irregularities in the RFP process. The District reserves the right to award any contract to the respondent that it deems to offer the best overall service; therefore, the District is not bound to award any contract based on the lowest quoted price or rates.

# REQUEST FOR PROPOSALS FOR LAWN CARE SERVICES

## STATEMENT OF SERVICES

1. Please provide an **Annual Cost (billable in 12 monthly installments)** to cover the following properties:
  - Mowing, weed eating and debris cleanup at the **Water Treatment Plant** located at 18780 Beach Road, Perry, FL 32348
  - Mowing, weed eating, and debris cleanup at the **Booster Station** property located at 21129 Beach Road, Perry, FL 33248
  - Mowing, weed eating and debris cleanup at the **Lift Station #1** property located at 20131 Keaton Beach Boat Ramp, Perry, FL 33248
  - Mowing, weed eating and debris cleanup at the **Lift Station #2** property located at 21070 Beach Road, Perry, FL 33248
  - Mowing, weed eating, and debris cleanup at the **Wastewater Treatment Facility** property located at 15389 Sandhill Road, Perry, FL 33248
  - Mowing, weed eating and debris cleanup at the **District Administration Building** located at 18820 Beach Road, Perry, FL 32348
  - Clean up and Maintenance of the entrance flower beds – at the **District Administration Building** located at 18820 Beach Road, Perry, FL 32348
  
2. Business Verification: Copies of the following documents verifying the Contractor's established business must be provided to the District.
  - a) Current occupational licenses issued by counties and municipalities in which the work is to be performed.
  - b) Articles of Incorporation, if the Contractor is a corporation; Partnership or joint venture agreement, if the Contractor is a partnership or joint venture; acknowledgment of sole proprietorship, if the Contractor is a sole proprietor.
  - c) Employers Tax Identification or Social Security Number
  
3. Insurance: The Contractor shall furnish the District with current Certificates of Insurance for worker's compensation insurance, general liability insurance, motor vehicle insurance, and such other insurance as the District may require from time to time. The Contractor shall maintain all such insurance coverage and shall furnish the District with certificates of renewal coverage. If eligible, the Contractor shall furnish a Florida Election to Be Exempt Certificate for Workers' Compensation coverage and must agree in writing to be the only individual working at the District's properties.
  
4. Indemnification: The Contractor shall perform the work at his own risk. The Contractor shall indemnify and hold harmless the District from any and all claims,

demands, losses, liability, damages, taxes, levies, fines, or expenses arising in any way whatsoever from the work performed.

5. Term: This Agreement shall be effective as of the date signed by the parties and continue in effect until canceled by either party upon ten (10) days' written notice to the other party.

6. Provisions in Case of Default: Should the Contractor at any time be unable to provide these services, the District shall be at liberty, after five (5) days' written notice to the Contractor, to terminate the employment of the Contractor for the said work and to employ any other person(s) to provide any such services.

7. Miscellaneous: No change, addition, deletion, or amendment of this Agreement shall be valid or binding upon either party unless in writing and signed by the parties. It is declared by both parties that there are no oral or other agreements or understandings between the parties affecting this Agreement. This Agreement supersedes all previous agreements between the parties. The provisions of this Agreement shall be binding upon the successors, assigns, heirs, and personal representatives of the parties.

8. Law: This Agreement shall be governed and construed in accordance with Florida Law.

9. Please submit two copies of your proposal by 4:00 P.M. on Thursday, March 16, 2023. The bid form is mandatory and must be submitted with each bid.

10. Proposals will be opened at our Board Meeting on Thursday, March 16, 2023, at 6:05 P.M.

11. The District reserves the right, in its sole absolute discretion, to reject any or all Proposals, to cancel or withdraw this bid solicitation at any time, and to waive any irregularities in the RFP process.

12. The District reserves the right to award any contract to the respondent that it deems to offer the best overall service; therefore, the District is not bound to award any contract based on the lowest quoted price or rates. The District is an equal-opportunity employer.

13. Please contact the District at 850-578-3043 or [tcwsd@fairpoint.net](mailto:tcwsd@fairpoint.net) with any questions.

**REQUEST FOR PROPOSALS FOR LAWN CARE SERVICES**

**BID FORM – MANDATORY FOR BID SUBMITTAL**

**Total Annual Cost** \_\_\_\_\_

Agree to 12 monthly installments \_\_\_\_\_ YES \_\_\_\_\_ NO

Current occupational licenses issued by counties and municipalities in which the work is to be performed are attached. \_\_\_\_\_ YES \_\_\_\_\_ NO

Articles of Incorporation, if the Contractor is a corporation; Partnership or joint venture agreement, if the Contractor is a partnership or joint venture; acknowledgment of sole proprietorship, if the Contractor is a sole proprietor are attached \_\_\_\_\_  
YES \_\_\_\_\_ NO

Employers Tax Identification or Social Security Number is attached \_\_\_\_\_ YES  
\_\_\_\_\_ NO

Current Certificates of Insurance attached \_\_\_\_\_ YES \_\_\_\_\_ NO

If eligible, Florida Election to Be Exempt Certificate for Workers' Compensation coverage attached \_\_\_\_\_ YES \_\_\_\_\_ NO

If Workers' Compensation Exempt, agree in writing to be the only individual working at the District's properties \_\_\_\_\_ YES \_\_\_\_\_ NO

WATER AUDIT  
Taylor Coastal Water and Sewer District

MONTH: January 2023

Current Master Meter Reading	306,372,000	1/18/23	
Previous Master Meter Reading	304,002,000	12/19/22	
Total Gallons Pumped	2,370,000		2,370,000

**UNMETERED WATER**

**GALLONS**

#1	<b>Booster Station</b>	
a.	Tank Drain	1,000
b.	Air-Charge adjustments (200gpm)	750
c.	Chlorine adjustment -- storage	500
#2	<b>Line flushing (summary)</b>	
a.	North	
b.	South	44,000
c.	Flush Hydrant Test	
#3	<b>Broken Lines</b>	
a.	Leak at Keaton BCH DR Bridge Blow-off	31,000
b.		
#4	<b>Water Treatment Plant</b>	
a.	Clear 10K tank	250
b.		
	<b>Total Known unmetered water</b>	77,500

**Gallons Pumped minus Known Unmetered water** 2,292,500

**Total Water Sold (Per Directors Report)** 1,950,000

**Estimated Water Loss, gallons** 342,500

Gallons pumped minus known unmetered water & water sold.

**Estimated Water Loss (%)** 14.45%

Equals loss (gallons) divided by pumped (gallons)

desire ≤ 10%