

CEDAR KEY WATER AND SEWER DISTRICT NOTICE OF PUBLIC MEETING

Notice is hereby given that at 5:01 PM on September 23, 2024, the Cedar Key Water and Sewer District ("District") will hold a public meeting at the District's office, 510 3RD STREET, CEDAR KEY, FL 32625, to which members of the public are invited to attend and participate. A copy of the draft agenda is listed below, The District may consider and take action with respect to matters not listed on the draft agenda.

1. Call to Order
2. Pledge and Moment of Silence
3. Public Comment
4. Adoption of Agenda
5. Public Hearing for Adoption of Final FY24-25 Millage Rate
6. Public Hearing for Adoption of Final FY24-25 Budget
7. A Resolution of the Cedar Key Water and Sewer District Amending the Rates for Water and Sewer Charges Effective October 1, 2024; Providing for Codification; and Providing an Effective Date.
8. Board Ratification of FDEP Lift Station Project LPA0260 Change Order
9. Board Ratification of Florida Commerce Lift Station Grant Agreement D0282
10. Bridge Loan for Construction Projects
11. Approval of Professional Consulting Services Contracts
12. General Manager's Report
13. Attorney's Report
14. Commissioner Comments
15. Public Comment
16. Adjourn

If a person decides to appeal any decision made by the District with respect to any matter considered at the meeting, such person will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is made. In accordance with the Americans with Disabilities Act, persons needing special accommodations or an interpreter to participate in the meeting should contact the District Office at (352) 543-5285 at least three (3) business days prior to the dates of the hearing.

CKWSD General Manager's Notes 09.23.24

Public Hearing for Adoption of Final FY24-25 Millage Rate: Our first order of business after the Adoption of the Agenda will be to finalize the millage rate for FY2024-2025. At the tentative millage rate hearing, the Board voted 5-0 to set the rate at 1.7177 mills per \$1,000 of property value.

Public Hearing for Adoption of Final FY24-25 Budget: At the tentative water and sewer rate hearing, the Board voted 5-0 for FY25 water and sewer rates to include a 5% increase in both services, an increase in the Small Water User Base Rate from \$29.40 - \$32.00, and an increase in the Small Water User Base Rate from \$28.35 - \$31.00. (Newspaper Ad, Resolutions 2024-01, 2024-02, and 2024-03 Attached)

Major Projects Bridge Loan Update: After meeting individually with Justin Head (Seacoast Bank), Michele Pellino (Capital City Bank), and Robert Beauchamp, I believe it is time we request proposals from financial institutions for Bridge Loan financing. Robert and I reviewed Line of Credit RFPs issued by other districts and municipalities. Mr. Beauchamp recommends we issue certain stipulations in the RFP. Specifically, a four-year 1.5-million-dollar revolving loan, variable interest rate, tax exempt, and funded by water and sewer funds only. The loan will be secondary to our current Rural Development loan and we should ask for precredit approval in the proposal. We may not receive all of these requests, but these numbers are a good starting point from which the District and banks can work. The \$1.5 million-dollar amount and the four year contract length will allow the District to cash flow the projects while allowing new projects to be added as others are completed.

Approval of Professional Consulting Services Contracts: All three professional consulting engineer contracts have now been returned to the Board with the required exhibits and insurance certificates requested. (Front Pages Only Attached)

Disinfectants and Disinfection Byproducts Annual Report: We received the results of our annual water treatment disinfection report. This important report measures disinfection byproducts such as Trihalomethanes (THM) and Haloacetic (HAA) against Maximum Contaminant Levels (MCL) set by the EPA. These byproducts occur naturally during the disinfection process for drinking water. The results for both byproducts were well below each's MCL. (Results Pages Only Attached)

USDA Water Well Design Grant: As we discussed, we had received a Water Well Design Grant through FDEP. Due to change in the original scope for the grant, I issued a letter of gratitude, but advised the department we would not be accepting the grant. In my letter I encouraged FDEP to consider the W3C for this money. (Letter Attached)

Property/Liability Deadly Weapon Protection Clause: According to Brent Grimmel our Egis Insurance Agent, this is a coverage automatically included in our Florida Insurance Alliance policy for no additional premium. It fills the gap for coverages not covered under Terrorism coverage. In a nutshell, Deadly Weapon Protection provides both liability and property coverage in the event of an active shooter/active assailant situation.

Lead Line Survey Update: The US EPA has identified homes built before 1989 to be more likely to have lead line services than those built since. FRWA's contractor has identified 480 water services in the District that meet this criteria and there are currently 140 sites left to survey. At this time, there have been no lead line services found in our system.

FYI: please confirm a date and time for our October meeting.

BearWise basics to follow as bears become more active in fall

By FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION

As fall approaches, the Florida Fish and Wildlife Conservation Commission (FWC) is sharing the annual reminder that our state's black bears are starting their seasonal increase in activity while in search of food before winter.

Following BearWise practices, such as securing garbage and removing food attractants, can help prevent negative interactions with bears, as well as with other wildlife.

Bears start consuming more calories in the fall to store up fat reserves for the winter, even in Florida when not hibernating as long as they do in colder climates. An adult bear needs to consume approximately 20,000 calories a day during the fall. This seasonal need to increase fat reserves results in more activity from bears while in search of food. When given the opportunity, bears will take advantage of easy meals from things like unsecured trash cans and bird feeders.

"People can make a big difference in preventing conflicts with hungry bears by securing or removing potential food attractants such as garbage or bird seed," said Mike Orlando, FWC's Bear Management program coordinator. "When bears can't find a food source in your yard or neighborhood, they'll move on."

Want to be BearWise this fall and help prevent negative interactions with bears and other wildlife? Follow these six BearWise Basics:

Never feed or approach bears

- Feeding bears can

make them lose their natural fear of people.

- It is illegal in Florida to intentionally feed bears or leave out food or garbage that will attract bears and cause conflicts.
- Getting close to a wild animal is dangerous.

Secure food and garbage

- Store garbage in a sturdy shed or garage and then put it out on the morning of pickup rather than the night before.
- If not stored in a secured building, modify your existing garbage can to make it more bear-resistant or use a bear-resistant container.
- Secure commercial garbage in bear-resistant dumpsters.
- Protect gardens, beehives, compost and livestock with electric fencing.
- Pick ripe fruit from trees and bushes and remove fallen fruit from the ground.

Remove bird feeders

- Remove bird feeders where bears are present.
- If bird feeders are left up, only put enough food out for birds to finish eating before dark.
- Use other options to attract birds, not bears.

Never leave pet food outdoors

- Feed pets indoors.
- If feeding pets outdoors, only put food outside for short time periods and bring in leftover food and dishes after each feeding.

Clean and store grills

- Clean and degrease grills and smokers after each use.
- If mobile, store them in a secure shed or garage.



This bear infographic shares some best practices to prevent negative interactions with bears, as well as with other wildlife. FWC graphic

or dusk. Watch for road signage identifying known bear crossing areas.

Having conflicts with bears? Call one of the FWC's five regional offices. Go to MyFWC.com/Contact, and click on "Contact Regional Offices" to find the phone number for your region. If you want to report someone who is either harming bears or intentionally feeding them, or to report injured, orphaned or dead bears, call the FWC's Wildlife Alert Hotline at 888-404-FWCC (3922).

More information is available at MyFWC.com/Bear, where you can access the "Guide to Living in Bear Country" brochure.

Find additional ways to be BearWise at BearWise.org. Help us help bears and other wildlife by purchasing the Conserve Wildlife tag at WildlifeFlorida.org/CWT.

Alert neighbors to bear activity

- If you see a bear, let your neighbors know.
- Share tips on how to avoid conflicts with bears.
- Encourage your homeowner's association or local government to institute bylaws or ordinances to require trash be kept secure.

While black bears generally are not aggressive, they can injure people and pets. Female bears with cubs can be particularly defensive and protective of their offspring. Dogs can trigger defensive behaviors from bears; 60 percent of incidents where bears injured people in Florida involved dogs.

When walking dogs, keep them close to you - preferably on a non-retractable leash - and be aware of your surroundings. Before letting your dog out at night, flip lights on and off and bang

on the door to give bears also increase the number and other wildlife a chance of roads they cross. For the safety of yourself and bears, remember to slow down movements in search of food this time of year, they on rural highways at dawn

As bears increase their movements in search of food this time of year, they on rural highways at dawn

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NOTICE OF PROPOSED TAX INCREASE

The Cedar Key Water and Sewer District has tentatively adopted a measure to increase its property tax levy.

Last year's property tax levy:

A. Initially proposed tax levy \$ 387,848

B. Less tax reductions due to Value Adjustment Board And other assessment changes \$ (692)

C. Actual property tax levy \$ 388,540

This year's proposed tax levy \$ 453,354

All concerned citizens are invited to attend a public hearing on the tax increase to be held on:

MONDAY, SEPTEMBER 23, 2024
5:01 PM

DISTRICT ADMINISTRATIVE OFFICE
501 3RD STREET
CEDAR KEY, FL 32625

BUDGET SUMMARY

CEDAR KEY WATER AND SEWER DISTRICT FISCAL YEAR 2024-2025

THE PROPOSED OPERATING BUDGET EXPENDITURES OF CEDAR KEY WATER AND SEWER DISTRICT ARE 105.5% MORE THAN LAST YEARS TOTAL OPERATING EXPENDITURES

ESTIMATED REVENUES	
TAXES: Millage Rate 1.7177	439,753
Ad Valorem Taxes	594,261
WATER REVENUE	465,232
SEWER REVENUE	24,000
RENTAL INCOME	1,500,000
FDEP SEWER GRANT	26,800
NEW WATER AND SEWER INSTALLATION CHARGES	23,800
OTHER SOURCES OF INCOME	3,073,846
TOTAL REVENUES AND OTHER SOURCES	3,073,846
TOTAL REVENUE, TRANSFERS AND BALANCES	\$ 3,073,846
EXPENDITURES	
GENERAL ADMINISTRATION:	
PAYROLL AND RELATED EXPENSES	\$ 449,900
OFFICE EXPENSE	20,300
UTILITIES	23,000
PROFESSIONAL FEES	164,000
GENERAL REPAIRS	52,900
OTHER OPERATING COST	112,500
CAPITAL EXPENDITURES	63,100
CONTINGENCY	25,000
TOTAL GENERAL ADMINISTRATION	910,700
DIRECT WATER EXPENSES:	
CHEMICALS, FILTERS AND LABORATORY	161,500
REPAIRS AND MAINTENANCE	79,500
UTILITIES	31,000
CONTINGENCY FUND	25,000
DEBT SERVICE	49,913
TOTAL DIRECT WATER EXPENSES	346,913
DISTRICT SEWER EXPENSES:	
CHEMICALS AND LABORATORY	45,300
REGULATORY AND CONSULTANTS	81,000
REPAIRS	100,000
UTILITIES	34,800
CONTINGENCY FUND	55,133
FDEP SEWER GRANT	1,500,000
TOTAL DIRECT SEWER EXPENSES	1,816,233
TOTAL EXPENDITURES	3,073,846
TOTAL APPROPRIATED EXPENDITURES AND CARRYFORWARDS	\$ 3,073,846

RESOLUTION NO. 2024-01

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT ADOPTING THE FINAL MILLAGE RATES FOR THE LEVY OF AD VALOREM TAXES WITHIN THE DISTRICT FOR FISCAL YEAR 2024-2025; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, at approximately 5:01 p.m. on September 23, 2024, the Cedar Key Water and Sewer District Board of Commissioners held a public hearing as required by Section 200.65, Florida Statutes, for the setting of the final millage rate for Fiscal Year 2024-2025; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the Cedar Key Water and Sewer District's boundaries has been certified by the Levy County Property Appraiser to the Cedar Key Water and Sewer District as \$ _____.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT:

Section 1. The Fiscal Year 2024-2025 final operating millage rate shall be 1.7177 mills, which is greater than the rolled-back millage rate of 1.4775 mills by 16.3 %.

Section 2. This Resolution shall take effect immediately upon its adoption.

Passed by a vote of _____ to _____ on the 23rd day of September, 2024.

CEDAR KEY WATER AND SEWER DISTRICT

BY: _____
Michael Borelli, Chairman

ATTEST:

Leslie Sturmer, Secretary

RESOLUTION NO. 2024-02

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT BOARD OF COMMISSIONERS ADOPTING THE FINAL BUDGET FOR THE CEDAR KEY WATER AND SEWER DISTRICT FOR FISCAL YEAR 2024-2025; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, at approximately 5:01 p.m. on September 23, 2024, the Cedar Key Water and Sewer District Board of Commissioners (“Board”) held a public hearing as required by Section 200.65, Florida Statutes, for the adoption of the Final millage rate and Final Budget for Fiscal Year 2024-2025; and

WHEREAS, the Board adopted the 2024-2025 Fiscal Year final millage rate as required by Section 200.065, Florida Statutes; and

WHEREAS, the Cedar Key Water and Sewer District Board of Commissioners set forth the appropriations and revenue estimate for the Budget for the Final Budget for Fiscal Year 2024-2025 in the amount of \$3,073,846.00.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT:

Section 1. The Fiscal Year 2024-2025 Final Budget in the amount of \$3,073,846.00, as shown by fund and set forth in the attached Exhibit “A,” is hereby adopted.

Section 2. This Resolution shall take effect immediately upon its adoption.

Passed by a vote of _____ to _____ on the 23rd day of September, 2024.

CEDAR KEY WATER AND SEWER DISTRICT

BY: _____
Michael Borelli, Chairman

ATTEST:

Leslie Sturmer, Secretary

Exhibit A

Final Budget for Fiscal Year 2024-2025

Cedar Key Water & Sewer District Profit & Loss

	October 2023 through July 2024		Budget FY2024	Budget FY2025	
	Oct '23 - August 24	Projected 09/30/24			
300 - Income					
305 - Water Revenue	\$ 519,802.59	\$ 574,469.89	\$ 526,000.00	\$ 594,261.00	Assumes Collection
310 - Sewer Revenues	\$ 414,273.11	\$ 457,681.74	\$ 442,000.00	\$ 465,232.00	Rate @ 98%
325 - Penalties	\$ 8,298.79	\$ 9,382.55	\$ 1,200.00	\$ 7,500.00	
330 - Earned Interest	\$ 6,353.15	\$ 7,623.78	\$ 1,150.00	\$ 7,500.00	
335 - New Meter Charges	\$ 1,200.00	\$ 1,600.00	\$ 1,200.00	\$ 1,200.00	
350 - Misc Income	\$ 1,764.21	\$ 2,117.05	\$ 1,600.00	\$ 1,600.00	
365. Meter Installation Fee	\$ 480.00	\$ 560.00	\$ 505.00	\$ 1,600.00	
383- DEP Sewer Grant	\$ 75,359.00	\$ 85,000.00		\$ 1,500,000.00	
384 - Insurance Proceeds	<u>\$ 236,918.27</u>	<u>\$ 236,918.27</u>			
Total 300 - Regular Income	\$ 1,264,449.12	\$ 1,375,353.28	\$ 973,655.00	\$ 2,578,893.00	
315 - Ad Valorem Tax Income					
Total 315.100 - Ad Valorem	<u>\$ 376,430.10</u>	<u>\$ 380,000.00</u>	<u>\$ 387,484.00</u>	<u>\$ 439,753.00</u>	Assumes Collection
Total 315 - Ad Valorem Tax Income	\$ 376,430.10	\$ 380,000.00	\$ 387,484.00	\$ 439,753.00	Rate @ 97%
Other Sources Of Income					
331 - City Contribution					
333 - Other Miscellaneous	\$ 5,081.08	\$ 6,097.30	\$ 1,000.00	\$ 2,500.00	
340 - Rental Income	\$ 19,841.56	\$ 23,809.75	\$ 24,000.00	\$ 24,000.00	
341 - City Portion of Leases	\$ 4,621.90	\$ 5,546.28	\$ 2,058.00	\$ 4,700.00	
370 - Water Charge New Connection	\$ 12,000.00	\$ 16,000.00	\$ 24,500.00	\$ 12,000.00	
371 - Sewer Charge New Connection	\$ 12,000.00	\$ 16,000.00		\$ 12,000.00	
Total Other Sources Of Income	\$ 53,544.54	\$ 67,453.33	\$ 51,588.00	\$ 55,200.00	
Total Income	<u>\$ 1,694,423.76</u>	<u>\$ 1,822,806.61</u>	<u>\$ 1,412,947.00</u>	<u>\$ 3,073,846.00</u>	
Gross Profit	\$ 1,694,423.76	\$ 1,822,806.61	\$ 1,412,947.00	\$ 3,073,846.00	

Cedar Key Water & Sewer District
Profit & Loss

October 2023 through July 2024
Oct '23 - August 24 Projected 09/30/24 Budget FY2024 Budget FY2025

Expense									
500 · GENERAL AND ADMINISTRATIVE									
510 · Payroll									
510.01 · Salaries	\$	321,896.49	\$	333,251.89	\$	312,500.00	\$	310,000.00	
510.02 · Social Security/Medicare	\$	24,202.34	\$	24,993.89	\$	24,000.00	\$	25,000.00	
510.03 · Retirement	\$	29,848.65	\$	34,591.55	\$	31,512.00	\$	35,000.00	
510.04 · Health, Dental & Life Ins	\$	74,547.12	\$	75,702.65	\$	76,373.00	\$	70,000.00	
510.05 · Workers Comp.	\$	4,287.66	\$	5,500.00	\$	8,500.00	\$	6,000.00	
510.07 · Uniform Service								3,900.00	
Total 510 · Payroll	\$	454,782.26	\$	474,039.98	\$	452,885.00	\$	449,900.00	
520 · Office									
520.01 · Supplies	\$	3,006.37	\$	3,344.53	\$	3,000.00	\$	3,000.00	
520.02 · Postage & Shipping	\$	6,079.07	\$	7,000.00	\$	7,600.00	\$	8,000.00	
520.03 · Copier, Computer, Billing, E	\$	5,062.73	\$	6,075.28	\$	5,000.00	\$	5,000.00	
520.04 · Printing and Copying	\$	1,433.59	\$	1,535.39	\$	1,500.00	\$	2,500.00	
520.07 · Bank Service Charge	\$	51.33	\$	51.33	\$	-	\$	-	
520.10 · Rents	\$	2,140.16	\$	2,262.19	\$	-	\$	1,800.00	
Total 520 · Office	\$	17,773.25	\$	20,268.72	\$	17,100.00	\$	20,300.00	
530 · Utilities									
530.01 · Fuel For Equipment	\$	6,823.21	\$	7,393.55	\$	10,000.00	\$	9,000.00	
530.02 · Solid Waste Disposal	\$	1,657.97	\$	1,835.14	\$	1,400.00	\$	2,000.00	
530.03 · Telephone	\$	10,156.29	\$	11,202.07	\$	10,500.00	\$	12,000.00	
Total 530 · Utilities	\$	18,637.47	\$	20,430.76	\$	21,900.00	\$	23,000.00	
540 · Professional Fees									
540.01 · Audit & Accounting	\$	32,410.00	\$	35,000.00	\$	34,000.00	\$	35,000.00	
540.02 · Management/Legal	\$	28,311.07	\$	33,973.28	\$	32,000.00	\$	35,000.00	
540.03 · Property Appraiser Fees	\$	7,220.54	\$	7,220.54	\$	6,750.00	\$	7,500.00	
540.05 · Tax Collector Fees	\$	8,314.62	\$	8,500.00	\$	5,000.00	\$	9,500.00	
540.06 · FEMA Engineering Fees								77,000.00	
Total 540 · Professional Fees	\$	76,256.23	\$	84,693.82	\$	77,750.00	\$	164,000.00	

Cedar Key Water & Sewer District Profit & Loss

	October 2023 through July 2024					
	Oct '23 - August 24	Projected 09/30/24	Budget FY2024	Budget FY2025		
550 - General Repair & Maint						
550.01 · Vehicle	\$ 2,737.23	\$ 3,090.84	\$ 3,000.00	\$ 3,400.00		
550.02 · Equipment and Tools	\$ 2,279.37	\$ 2,735.24	\$ 2,000.00	\$ 3,000.00		
550.03 · Building	\$ 190.46	\$ 228.55	\$ 500.00	\$ 5,000.00		
550.04 · Supplies	\$ 1,412.42	\$ 2,268.13	\$ 900.00	\$ 1,500.00		
550.06 · Storm Repairs	\$ 276,395.91	\$ 265,000.00		\$ 40,000.00		Building Repairs
Total 550 - General Repair & Maint	\$ 283,015.39	\$ 273,322.76	\$ 6,400.00	\$ 52,900.00		
560 · Other						
560.01 · Property/Liability Ins.	\$ 71,251.34	\$ 72,000.00	\$ 56,300.00	\$ 140,000.00		
560.03 · Continuing Education	\$ 100.00	\$ 150.00	\$ 2,500.00	\$ 2,500.00		
560.04 · Annual Fees & Dues	\$ 10,509.94	\$ 12,000.00	\$ 6,000.00	\$ 12,000.00		
560.05 · Ads and Publications	\$ 4,230.98	\$ 4,717.18	\$ 2,500.00	\$ 6,000.00		
560.06 · Miscellaneous	\$ (15,436.97)	\$ 1,000.00	\$ 1,500.00	\$ 10,000.00		
560.07 · Contingency	\$ 103,900.48	\$ 100,000.00	\$ 125,322.00	\$ 25,000.00		
Total 560 · Other	\$ 174,555.77	\$ 189,867.18	\$ 194,122.00	\$ 195,500.00		
570 · Capital Expenditures				\$ 35,233.00		Backhoe
570 · Total Capital Expenditures				\$ 35,233.00		
Total 500 · GENERAL AND ADMINISTRATIVE	\$ 1,025,020.37	\$ 1,062,623.22	\$ 771,657.00	\$ 940,833.00		
600 · DIRECT WATER EXPENSES						
610 · Chemicals and Filters						
610.01 · Chemicals	\$ 102,891.17	\$ 116,540.51	\$ 83,000.00	\$ 122,000.00		
610.02 · Mix Resin	\$ 21,829.50	\$ 21,829.50	\$ 20,000.00	\$ 22,000.00		
610 · Chemicals and Filters - Other	\$ 13,199.18	\$ 14,872.32		\$ 13,500.00		
Total 610 · Chemicals and Filters	\$ 137,919.85	\$ 153,242.33	\$ 103,000.00	\$ 157,500.00		
620 - Laboratory						
620.01 · In House Lab	\$ 310.77	\$ 372.92	\$ 2,750.00	\$ 2,000.00		
620.02 · Outside Lab	\$ 2,758.00	\$ 909.60	\$ 2,200.00	\$ 2,000.00		
Total 620 - Laboratory	\$ 3,068.77	\$ 1,282.52	\$ 4,950.00	\$ 4,000.00		

Cedar Key Water & Sewer District Profit & Loss

	<u>Oct '23 - August 24</u>	<u>Projected 09/30/24</u>	<u>Budget FY2024</u>	<u>Budget FY2025</u>
640 · Repairs and Maintenance				
640.01 · Piping and Distribution	\$ 12,225.63	\$ 10,952.27	\$ 20,000.00	\$ 15,000.00
640.02 · Equipment	\$ 28,269.78	\$ 13,307.84	\$ 16,000.00	\$ 15,000.00
640.03 · Building & Grounds	\$ 1,988.61	\$ 1,813.10	\$ 4,000.00	\$ 5,000.00
640.04 · Water Tower Maintenance	\$ 18,397.72	\$ 18,397.72	\$ 20,000.00	\$ 20,000.00
640.05 · Generators Annual Maintenance	\$ -	\$ 500.00	\$ 2,000.00	\$ 2,000.00
640.06 · Water Plant Maintenance	\$ 3,818.37	\$ 4,582.04	\$ 25,000.00	\$ 7,500.00
640.07 · Water Meter Replacement				<u>\$ 15,000.00</u>
Total 640 · Repairs and Maintenance	\$ 64,700.11	\$ 49,552.97	\$ 87,000.00	\$ 79,500.00
650 · Utilities				
650.01 · Electric	\$ 19,907.70	\$ 21,582.85	\$ 27,500.00	\$ 25,000.00
650.02 · Propane	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
650.03 · Telephone	\$ 4,273.75	\$ 4,632.48	\$ 1,500.00	\$ 5,000.00
Total 650 · Utilities	\$ 24,181.45	\$ 26,215.33	\$ 30,000.00	\$ 31,000.00
670 · Capital Expenditures				
670.04 · New Vehicle	\$ 38,865.00	\$ 38,865.00	\$ 50,000.00	
680 · Loans				
680.05 · RD Interest	\$ -	\$ 29,040.00	\$ 29,040.00	\$ 27,913.00
680.06 · RD Principal	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 22,000.00
Total 680 · Loans	\$ -	\$ 49,040.00	\$ 49,040.00	\$ 49,913.00
685.00 · Contingency			\$ 10,000.00	\$ 25,000.00
Total 600 · DIRECT WATER EXPENSES	\$ 268,735.18	\$ 318,198.15	\$ 333,990.00	\$ 346,913.00
700 · DIRECT WASTEWATER EXPENSES				
710 · Chemicals and Filters				
710.01 · Chemicals	\$ 26,227.33	\$ 27,587.68	\$ 27,500.00	\$ 30,000.00
Total 710 · Chemicals and Filters	\$ 26,227.33	\$ 27,587.68	\$ 27,500.00	\$ 30,000.00

Cedar Key Water & Sewer District Profit & Loss

October 2023 through July 2024

	Oct '23 - August 24	Projected 09/30/24	Budget FY2024	Budget FY2025
720 - Laboratory				
720.01 - In House Lab	\$ 197.22	\$ 236.66	\$ 14,100.00	\$ 300.00
720.02 - Outside Lab	<u>\$ 12,200.21</u>	<u>\$ 13,794.25</u>	<u>\$ 14,100.00</u>	<u>\$ 15,000.00</u>
Total 720 - Laboratory	\$ 12,397.43	\$ 14,030.91	\$ 14,100.00	\$ 15,300.00
730 - Regulatory				
730.01 - Permits	\$ 1,082.72	\$ 760.58	\$ 1,000.00	\$ 1,000.00
730.02 - Biosolids Hauling	<u>\$ 62,835.00</u>	<u>\$ 75,402.00</u>	<u>\$ 85,000.00</u>	<u>\$ 80,000.00</u>
Total 730 - Regulatory	\$ 63,917.72	\$ 76,162.58	\$ 86,000.00	\$ 81,000.00
740 - Repairs Maintenance Other				
740.01 - Piping & Distribution	\$ 9,398.94	\$ 9,779.78	\$ 30,000.00	\$ 30,000.00
740.02 - Equipment	\$ 45,655.32	\$ 54,786.38	\$ 30,000.00	\$ 34,000.00
740.03 - Building and Grounds	\$ 1,595.91	\$ 1,915.09	\$ 50,000.00	\$ 21,000.00
740.04 - Generator - Maintenance	<u>\$ 11,245.25</u>	<u>\$ 13,494.30</u>	<u>\$ 10,000.00</u>	<u>\$ 15,000.00</u>
Total 740 - Repairs Maintenance Other	\$ 67,895.42	\$ 79,975.55	\$ 120,000.00	\$ 100,000.00
750 - Utilities				
750.01 - Electric	\$ 26,420.00	\$ 28,500.42	\$ 35,000.00	\$ 33,000.00
750.02 - Propane	<u>\$ 1,485.53</u>	<u>\$ 1,364.95</u>	<u>\$ 1,800.00</u>	<u>\$ 1,800.00</u>
Total 750 - Utilities	\$ 27,905.53	\$ 29,865.37	\$ 36,800.00	\$ 34,800.00
760 - Other				
760.01 - Professional Fees -WWTP P	\$ 8,760.00	\$ 15,000.00	\$ 3,500.00	\$ -
760.02 - Contingency	<u>\$ 8,760.00</u>	<u>\$ 15,000.00</u>	<u>\$ 10,000.00</u>	<u>\$ 25,000.00</u>
Total 760 - Other	\$ 8,760.00	\$ 15,000.00	\$ 13,500.00	\$ 25,000.00
770.000 - DEP Grant Expenses				
770.100 - DEP Grant - Engineering	\$ 99,315.00	\$ 90,000.00	\$ -	\$ 500,000.00
770.100 - DEP Grant - Construction	<u>\$ 99,315.00</u>	<u>\$ 90,000.00</u>	<u>\$ -</u>	<u>\$ 1,000,000.00</u>
Total 770.000 - DEP Grant Expenses	\$ 99,315.00	\$ 90,000.00	\$ -	\$ 1,500,000.00
Total 700 - DIRECT WASTEWATER EXPENSE				
Net Total Expense	<u>\$ 160,173.98</u>	<u>\$ 1,713,443.46</u>	<u>\$ 1,412,947.00</u>	<u>\$ 3,073,846.00</u>
Net Income	<u>\$ 94,249.78</u>	<u>\$ 149,658.39</u>		<u>\$ 3,073,846.00</u>
Net Ordinary Income	<u>\$ 94,249.78</u>	<u>\$ 149,658.39</u>		

RESOLUTION NO. 2024-03

A RESOLUTION OF THE CEDAR KEY WATER AND SEWER DISTRICT AMENDING THE RATES FOR WATER AND SEWER CHARGES EFFECTIVE OCTOBER 1, 2024; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Cedar Key Water and Sewer District owns and operates a water and wastewater system as part of a combined and integrated water and wastewater system; and

WHEREAS, the District provides potable water and wastewater treatment services to customers within its geographical boundaries as established by the Legislature of the State of Florida; and,

WHEREAS, in order for the District to provide high-quality water and wastewater services, it is necessary that rates be charged for such services that are sufficient to meet all of the obligations of the District; and

WHEREAS, the District has an obligation to ensure that sufficient revenues are generated to cover all existing and anticipated expenditures for the water and wastewater system; and

WHEREAS, outstanding revenue bonds of the District require establishment of proper and adequate rates and charges for both water and wastewater services in order to pay for necessary operation, maintenance, expansion and debt service requirements of the district, all of which are proper and equitable, and necessary to avoid such expense having to be paid from other revenue or tax sources; and,

WHEREAS, it is incumbent upon the District to collect rates in as equitable a manner as possible; and

WHEREAS, the District Board of Commissioners finds that rate increases adopted by this resolution are fair, reasonable, equitable and necessary to carry out the responsibilities of the District.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CEDAR KEY WATER AND SEWER DISTRICT:

Section 1. Water Rates.

Section 5.02 of the District's Codified Resolutions entitled "Water Rates" is hereby amended to read as follows:

5.02 Water Rates

Base Service Availability Charge:

Small User \$32.00

Large User: \$69.01

Plus the following usage charges:

Number of Gallons	Rate per 1,000 Gallons Used
0 to 3,000	\$3.14 (\$.00314/gallon)
3,001 to 6,000	\$5.88 (\$.00588/gallon)
6,001 to 9,000	\$8.30 (\$.00830/gallon)
9,001 and up	\$10.73 (\$.01073/gallon)

Section 2. Sewer Rates.

Section 5.03 of the District’s Codified Resolutions entitled “Sewer Rates” is hereby amended to read as follows:

5.03 Sewer Rates.

Base Service Availability Charge:

Small User \$31.00

Large User: \$65.92

Plus the following usage charges:

Number of Gallons	Rate per 1,000 Gallons Used
0 to 3,000	\$2.54 (\$.00254/gallon)
3,001 to 6,000	\$5.13 (\$.00513/gallon)
6,001 to 9,000	\$7.47 (\$.00747/gallon)
9,001 and up	\$9.77 (\$.00977/gallon)

Section 3. Codification.

It is the intention of the Board and it is hereby ordained that the provisions of Sections 1 and 2 of this Ordinance shall be incorporated into the District’s codified resolutions.

Section 4. Effective Date

This Resolution shall take effect upon final adoption, with the newly adopted rates to be applied as of October 1, 2024.

Passed and adopted by the Cedar Key Water and Sewer District Board of Directors by a vote of _____ to ____ on the ____ day of _____, 2024.

**CEDAR KEY WATER AND SEWER
DISTRICT**

BY: _____
Michael Borelli, Chairman

ATTEST:

Leslie Sturmer, Secretary

**DEP AGREEMENT NO. LPA0260
CHANGE ORDER NO. 1**

GRANTEE: Cedar Key Special Water and Sewer District

PROJECT TITLE: Cedar Key Lift Station Rehabilitation

DEP Agreement No. LPA0260 (Agreement) entered into on December 20, 2022, and previously amended, is hereby revised as follows:

WHEREAS, the Grantee has requested an update to the Grant Work Plan; and,

WHEREAS, the Grantee has requested a reallocation of the project budget; and,

WHEREAS, the Grantee has requested a change in task timelines within the Agreement period.

NOW THEREFORE, the parties agree as follows:

1. Section 6. of the Standard Grant Agreement is hereby revised to the following:

Grantee's Grant Manager
Name: John Rittenhouse
Address: Cedar Key Water and Sewer District
510 3 rd Street
Cedar Key, Florida 32625
Phone: (352) 543-5285
Email: jrittenhouse@ckwater.org

2. Attachment 3-1, Revised Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment 3-2, Revised Grant Work Plan, as attached to this Amendment and hereby incorporated into the Agreement. All references in the Agreement to Attachment 3-1 shall hereinafter refer to Attachment 3-2, Revised Grant Work Plan.
3. All other terms and conditions of the Agreement shall remain unchanged.

**GRANT AGREEMENT
BETWEEN THE
STATE OF FLORIDA
DEPARTMENT OF COMMERCE
AND
CEDAR KEY WATER AND SEWER DISTRICT**

THIS GRANT AGREEMENT NUMBER D0283 (“Agreement”) is made and entered into by and between the State of Florida, Department of Commerce (“Commerce”), and the **Cedar Key Water and Sewer District** a unit of general local government (“Grantee”). Commerce and Grantee are sometimes referred to herein individually as a “Party” and collectively as “the Parties”.

WHEREAS, Commerce has the authority to enter into this Agreement and distribute State of Florida funds (“Award Funds”) in the amount and manner set forth in this Agreement and in the following Attachments incorporated herein as an integral part of this Agreement:

- Attachment 1: Scope of Work
- Attachment 2 and Exhibit 1 to Attachment 2: Audit Requirements
- Attachment 3: Audit Compliance Certification

WHEREAS, the Agreement and its aforementioned Attachments are hereinafter collectively referred to as the “Agreement”, and if any inconsistencies or conflict between the language of this Agreement and its Attachments arise, then the language of the Attachments shall control, but only to the extent of the conflict or inconsistency;

WHEREAS, Grantee hereby represents and warrants that Grantee’s signatory to this Agreement has authority to bind Grantee to this Agreement as of the Effective Date and that Grantee, through its undersigned duly-authorized representative in his or her official capacity, has the authority to request, accept, and expend Award Funds for Grantee’s purposes in accordance with the terms and conditions of this Agreement;

NOW THEREFORE, for and in consideration of the covenants and obligations set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties intending to be legally bound hereby agree to perform the duties described herein in this Agreement as follows:

A. AGREEMENT PERIOD

This Agreement is effective February 21, 2024 (the “Effective Date”) and shall continue until the earlier to occur of (a) February 21, 2027 (the “Expiration Date”) or (b) the date on which either Party terminates this Agreement (the “Termination Date”). The period of time between the Effective Date and the Expiration Date or Termination Date is the “Agreement Period.”

B. FUNDING

This Agreement is a Cost Reimbursement Agreement. Commerce shall pay Grantee up to **Five Million Dollars and Zero Cents (\$5,000,000.00)** in consideration for Grantee’s performance under this Agreement. Commerce shall not provide Grantee an advance of Award Funds under this Agreement. Travel expenses are not authorized under this Agreement. Commerce shall not pay Grantee’s costs related to this Agreement incurred outside of the Agreement Period. In conformity with s. 287.0582, F.S., the State of Florida and Commerce’s performance and obligation to pay any Award Funds under this Agreement is contingent upon an

**CONTRACT FOR PROFESSIONAL
CONSULTING SERVICES**

This Contract is made and entered into by and between the CEDAR KEY WATER AND SEWER DISTRICT, an independent special district government entity, whose principal place of business is at 510 3rd Street, Cedar Key, Florida 32625 (the "District"), and DRMP, INC., whose principal place of business is 941 LAKE BALDWIN LANE ORLANDO, FL 32814, whose Federal Tax I.D. number is 59-1791174 (hereinafter referred to as "Consultant"), in connection with Request for Qualifications No. 2024-01 and the professional consulting services set forth therein. Collectively, the Consultant and the District shall be referred to as "Parties" or individually as a "Party."

W I T N E S S E T H

WHEREAS, the District has pursued the professional services selection process contemplated under section 287.055, Florida Statutes; and

WHEREAS, following the competitive qualification and negotiation process described in Section 287.055, Florida Statutes, Consultant was selected for award of a contract; and

WHEREAS, the District desires to obtain the continuing professional consulting services of the Consultant for a term of three (3) years with two (2) optional one (1) year renewal periods, concerning certain design, construction, permitting and engineering study services, said services being more fully described in Work Authorizations issued under this Contract for the projects.

NOW, THEREFORE, in consideration of the mutual promises herein, the District and the Consultant agree as follows:

**ARTICLE ONE
CONSULTANT'S RESPONSIBILITY**

1.1. Consultant shall provide to the District continuing professional engineering consulting services for the duration of the Contract.

1.2. The Basic Services required under this Contract to be performed by Consultant shall be those set forth in Article Two and shall be specifically described in subsequently issued Work Authorizations for identified District projects ("Project"). Such Projects and scopes of work will be outlined in a Work Authorization and all provisions of this Contract shall apply to the Work Authorization with full force and effect as if appearing in full within each Work Authorization. Each Work Authorization will set forth a specific Project, the Scope of Services, maximum limit of compensation, schedule, liquidated damages (as applicable) and completion date, and shall become effective upon the due execution after approval by the District. The Work Authorization form is attached hereto as Exhibit B, which is incorporated herein by reference.

**CONTRACT FOR PROFESSIONAL
CONSULTING SERVICES**

This Contract is made and entered into by and between the CEDAR KEY WATER AND SEWER DISTRICT, an independent special district government entity, whose principal place of business is at 510 3rd Street, Cedar Key, Florida 32625 (the "District"), and MITTAUER & ASSOCIATES, INC., whose principal place of business is 580-1 Wells Rd, Orange Park, FL 32073, whose Federal Tax I.D. number is 59-3134981 (hereinafter referred to as "Consultant"), in connection with Request for Qualifications No. 2024-01 and the professional consulting services set forth therein. Collectively, the Consultant and the District shall be referred to as "Parties" or individually as a "Party."

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Aqua Pure Water & Sewage Service, LLC
 3855 E. Silver Springs Blvd., Unit 107 Ocala, Florida 34470
 (352) 355-2383

**Florida Department of Environmental Protection
 Safe Drinking Water Program Laboratory Report**

System Name: Cedar Key Water
 PWS ID: 2380178
 Submission Number: 244982

Disinfectant Residual (mg/L): 0.91

**DISINFECTION BYPRODUCTS
 62-550.310(3)**

Contam ID	Contam Name	MCL	Units	Analysis Result	Qualifier ¹	Analytical Method	Lab MDL	Regulatory MRL	Analysis Date	Analysis Time	DOH Lab Cert #
2450	Monochloroacetic Acid	N/A	µg/L	0.98	U	EPA552.2	0.98	2	8/30/24	03:49	E84589
2451	Dichloroacetic Acid	N/A	µg/L	3.55		EPA552.2	0.42	1	8/30/24	03:49	E84589
2452	Trichloroacetic Acid	N/A	µg/L	6.18		EPA552.2	0.94	1	8/30/24	03:49	E84589
2453	Monobromoacetic Acid	N/A	µg/L	0.41	U	EPA552.2	0.41	1	8/30/24	03:49	E84589
2454	Dibromoacetic Acid	N/A	µg/L	1.14		EPA552.2	0.74	1	8/30/24	03:49	E84589
2456	Total Haloacetic Acids (HAA5)	60	µg/L	10.87		EPA552.2	0.98	---	8/30/24	03:49	E84589

Contam ID	Contam Name	MCL	Units	Analysis Result	Qualifier ¹	Analytical Method	Lab MDL	Regulatory MRL	Analysis Date	Analysis Time	DOH Lab Cert #
2941	Chloroform	N/A	µg/L	20.98		EPA524.2	0.32	1	8/29/24	09:52	E84589
2942	Bromoform	N/A	µg/L	0.45	U	EPA524.2	0.45	1	8/29/24	09:52	E84589
2943	Bromodichloromethane	N/A	µg/L	9.46		EPA524.2	0.42	1	8/29/24	09:52	E84589
2944	Dibromochloromethane	N/A	µg/L	4.16		EPA524.2	0.37	1	8/29/24	09:52	E84589
2950	Total Trihalomethanes (TTHM)	80	µg/L	34.60		EPA524.2	0.45	---	8/29/24	09:52	E84589

¹Defined in Florida Administrative Code Rule 62-180, Table 1

U - The compound was analyzed, but not detected; < laboratory method detection limit.



Aqua Pure Water & Sewage Service, LLC
3855 E. Silver Springs Blvd., Unit 107 Ocala, Florida 34470
(352) 355-2383

**Florida Department of Environmental Protection
Safe Drinking Water Program Laboratory Report**

System Name: Cedar Key Water
PWS ID: 2380178
Submission Number: 244981

Disinfectant Residual (mg/L): 0.76

DISINFECTION BYPRODUCTS
62-550.310(3)

Contam ID	Contam Name	MCL	Units	Analysis Result	Qualifier ¹	Analytical Method	Lab MDL	Regulatory MRL	Analysis Date	Analysis Time	DOH Lab Cert #
2450	Monochloroacetic Acid	N/A	µg/L	0.98	U	EPA552.2	0.98	2	8/30/24	04:12	E84589
2451	Dichloroacetic Acid	N/A	µg/L	3.94		EPA552.2	0.42	1	8/30/24	04:12	E84589
2452	Trichloroacetic Acid	N/A	µg/L	6.01		EPA552.2	0.94	1	8/30/24	04:12	E84589
2453	Monobromoacetic Acid	N/A	µg/L	0.41	U	EPA552.2	0.41	1	8/30/24	04:12	E84589
2454	Dibromoacetic Acid	N/A	µg/L	1.35		EPA552.2	0.74	1	8/30/24	04:12	E84589
2456	Total Haloacetic Acids (HAA5)	60	µg/L	11.30		EPA552.2	0.98	—	8/30/24	04:12	E84589

Contam ID	Contam Name	MCL	Units	Analysis Result	Qualifier ¹	Analytical Method	Lab MDL	Regulatory MRL	Analysis Date	Analysis Time	DOH Lab Cert #
2941	Chloroform	N/A	µg/L	23.12		EPA524.2	0.32	1	8/29/24	09:26	E84589
2942	Bromoform	N/A	µg/L	0.45	U	EPA524.2	0.45	1	8/29/24	09:26	E84589
2943	Bromodichloromethane	N/A	µg/L	10.88		EPA524.2	0.42	1	8/29/24	09:26	E84589
2944	Dibromochloromethane	N/A	µg/L	5.44		EPA524.2	0.37	1	8/29/24	09:26	E84589
2950	Total Trihalomethanes (TTHM)	80	µg/L	39.44		EPA524.2	0.45	—	8/29/24	09:26	E84589

¹Defined in Florida Administrative Code Rule 62-160, Table 1

U - The compound was analyzed, but not detected; < laboratory method detection limit.

P.O. Box 309
510 3rd Street
Cedar Key, FL 32625
352-543-5285
ckwater.org



September 16, 2024

Eric Myers
Program Administrator, PE
Drinking Water State Revolving Fund Program
Douglas Building
3900 Commonwealth Blvd
Tallahassee, Florida 32399-3000

RE: SRF Water Well Grant Design Loan

Dear Mr. Myers,

We are honored the Florida Department of Environmental Protection recognizes our need for a permanent and reliable source of drinking water with a SRF loan for location and design. Not only have we been hopeful to find a water well that will alleviate these problems, we have also joined with the City of Bronson and the Town of Otter Creek to find both water and wastewater solutions for our region through the formation of the Waccasassa Water and Wastewater Cooperative (W3C).

With this information in mind, we regret to inform you we are not able to take advantage of this opportunity. This is not a decision we make lightly and does not reflect our appreciation for those at FDEP who found our need worthy. But based on the costs and the distance it will take to relocate our water well system, it is one we must make.

We will continue to work with our partners in the W3C toward a permanent drinking water solution and certainly hope you will consider the W3C as a viable option for this loan.

Again, we thank you for recognizing the needs of Cedar Key Water and Sewer District.

Sincerely,

A handwritten signature in blue ink, appearing to read "John Rittenhouse".

John Rittenhouse

General Manager