

AGENDA
HOMOSASSA SPECIAL WATER DISTRICT
Regular Meeting

February 21, 2011

Commissioner Diann G. Schultz, Chairman	
Commissioner Rodney MacRae, Vice Chairman	Commissioner Dennis Seibert, Sec/Treas
Commissioner Robert Jeeves	Commissioner James Bitter
David Purnell, Superintendent, HSWD	Denise Lyn, HSWD Attorney

NOTICE TO THE PUBLIC

Any person who decides to appeal any decision of the Governing Body with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose may need to provide that a verbatim record of the proceeding is made, which record includes testimony and evidence upon which the appeal is to be based, (Section 286.0105, Florida Statutes)

Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the Homosassa Special Water District Office, 7922 W. Grover Cleveland Blvd., Homosassa, FL 34448 or P.O. Box 195, Homosassa, FL 34487, (352) 628-3740, at least two (2) days before the meeting. If you are hearing or speech impaired, call 1-800-955-8771.

1) Additions, Corrections, Deletions of Regular Meeting of January 17, 2011

2) Public Input

- A) John Martin (Adjustment due to leak # 00893) – See Staff Report**
- B) Kecia Carter (Adjustment of late fees) See Staff Report**

3) 2009-2010 Audit – See Staff Report

4) System Model

5) 2010-2011 Budget – See Staff Report

6) Attorney Report

- A) Tradewinds Easement Update**
- B) Inter Local Agreements with Citrus County**
- C) Update on Property next to Peach Orchard**
- D) Accountant Review of Loan Documents**

7) Staff Report

- A) Banking Information**
- B) Customer Deposits**

- C) **Back Up Log**
- D) **Memo's concerning Public Pension Reform Proposal's**
- E) **Revised Travel Reimbursement Form & Toll Reimbursement Form**

8) Superintendent's Report

9) Reports to the Board

- A) **Shut Off List (Attached)**
- B) **Number of Past Dues Mailed**
- C) **Overtime Report**
- D) **Adjustment Report**

10) Staff Reminder Items for March

Superintendent Purnell:
Proposal for new Shut off fees

Attorney Lyn:
District hiring Accountant

11) Pay Bills/Adjournment

Homosassa Special Water District

REGULAR MEETING

February 21, 2011

A regular meeting of the Board of Commissioners of the Homosassa Special Water District was held on Monday, February 21, 2011 at the Water District office located at 7922 W. Grover Cleveland Blvd., Homosassa, FL.

Present were:

Commissioner Schultz	Denise Lyn, HSWD Attorney
Commissioner Seibert	David Purnell (Superintendent)
Commissioner Jeeves	Teresa Olds (HSWD Staff)
Commissioner Bitter	Alvie Baker (HSWD Staff)
Commissioner MacRae	Elden McDirmit

Commissioner Schultz called the meeting to order at 3:00 p.m.

1) Additions, Corrections, Deletions of the Minutes of the Regular Meeting of January 17, 2011

Commissioner Jeeves made a motion to approve the Minutes of the Regular Meeting of January 17, 2011. Commissioner Seibert seconded. Vote yes. Motion carried.

2) Public Input:

A) John Martin (Adjustment due to leak # 00893) See Staff Report

Commissioner Jeeves made a motion to waive the conservation rates and grant an extension of six months to pay if needed. Commissioner Seibert seconded. Vote yes. Motion carried.

B) Kecia Carter (Adjustment of late fees) See Staff Report

Discussion.

Customer does not meet the criteria for an adjustment. Commissioner Schultz wants the staff to write a letter or email customer to let her know she does not meet the criteria and also give her other options to get her payment here on time.

3) 2009-2010 Audit (on file) – See Staff Report

Mr. McDirmit went over the audit.

Discussion.

Final Audit on file at the District office.

4) System Model

Discussion.

6) Attorney Report

A) Tradewinds Easement Update

Nothing new.

Put on March Agenda

B) Inter Local Agreements with Citrus County

Nothing new.

Put on March Agenda

C) Update on Property next to Peach Orchard

Nothing new.

Put on March Agenda

D) Accountant Review of Loan Documents

Commissioner Seibert talked to Adam Horne at the bank and everything is alright for now.

5) 2009-2010 Budget (on file) – See Staff Report

Discussion.

7) Staff Report (on file)

A) Banking Information (on file)

Discussion.

B) Customer Deposits (on file)

Discussion.

C) Back Up Log (on file)

D) Memo's concerning Public Pension Reform Proposal's (on file)

Discussion.

E) Revised Travel Reimbursement Form & Toll Reimbursement Form (on file)

Discussion.

Staff would like to include a water conservation stuffer in February billing, Board approved.

Also give the River Alliance water conservation materials for Earth Day booth at State Wildlife Park.

8) Superintendent's Report (on file)

Discussion.

8-4) Superintendent Purnell to find out from George McDonald what the cost will be for him to do the CUP Permit application.

Superintendent Purnell to provide the Board with the cost of the motor for the well site.

Attorney Lyn to find out if Superintendent Purnell could increase his spending authority.

Put on March Agenda

9) Reports to the Board (on file)

A) Shut off List

B) Number of Past Dues Mailed

C) Overtime Report

D) Adjustment Report

Discussion.

Staff to ask Black Mountain if there is no previous reading the month before if they can put the average residential cost in its place.

10) Staff Reminder Items for March

Superintendent Purnell:

Proposal for new Shut off fees

Attorney Lyn:

District hiring Accountant

11) Pay Bills/Adjournment

Commissioner Seibert made a motion to pay bills and adjourn the meeting. Commissioner MacRae seconded. Vote yes. Motion carried.

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
11961	S	7 ADVANCE AUTO PARTS	198.79	01/17/11	1/11	CL 7651	66.91
						CL 7675	65.84
						CL 7680	13.67
						CL 7751	52.37
11962	S	291 ARAMARK REFRESHMENT SERVICES	37.00	01/17/11	1/11	CL 7767	37.00
11963	S	27 BRIGHT HOUSE NETWORK	62.96	01/17/11	1/11	CL 7769	62.96
11964	S	150 CENTURYLINK	391.52	01/17/11	1/11	CL 7770	137.10
						CL 7771	254.42
11965	S	38 CITRUS CO CHRONICLE	92.60	01/17/11	1/11	CL 7768	92.60
11966	S	39 CITRUS PUBLISHING	9.10	01/17/11	1/11	CL 7773	9.10
11967	S	329 NCRS	99.00	01/17/11	1/11	CL 7772	99.00
11968	S	141 S A C ENVIRONMENTAL	143.00	01/17/11	1/11	CL 7774	143.00
11969	S	262 SF TECHNOLOGIES, LLC	2721.99	01/17/11	1/11	CL 7777	2721.99
11970	S	148 SOUTHERN ANALYTICAL LABORATORIES, INC	345.00	01/17/11	1/11	CL 7775	345.00
11971	S	159 SUNSTATE METER & SUPPLY	2345.33	01/17/11	1/11	CL 7776	2345.33
11972	S	5 ACTION INDUSTRIES, INC	3560.00	01/25/11	1/11	CL 7789	3560.00
11973	S	20 BAY AREA	478.00	01/25/11		CL 7783	478.00
11974	S	26 BOARD OF COUNTY COMMISIONERS	100.00	01/25/11		CL 7801	100.00
11975	S	27 BRIGHT HOUSE NETWORK	124.04	01/25/11		CL 7798	124.04
11976	S	72 FEI-TAMPA, WATERWORKS #044	130.00	01/25/11	1/11	CL 7784	65.00
						CL 7792	65.00
11977	S	77 FLORIDA MUNICIPAL	4596.00	01/25/11	1/11	CL 7797	4596.00
11978	S	96 HOME DEPOT CREDIT SERVICES	591.31	01/25/11	1/11	CL 7641	50.64
						CL 7655	56.87
						CL 7672	24.87
						CL 7725	188.97
						CL 7727	44.77
						CL 7728	52.33
						CL 7796	172.86

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
11979	S	275 IN & OUT EXPRESS LUBE	34.24	01/25/11		CL 7786	34.24
11980	S	333 KNIGHTLY AUTO SERVICE	107.00	01/25/11	1/11	CL 7791	107.00
11981	S	186 MCDONALD GROUP INTERNATIONAL, INC.	2940.00	01/25/11		CL 7788	2940.00
11982	S	211 RING POWER CORPORATION	2221.60	01/25/11	1/11	CL 7787	2221.60
11983	S	159 SUNSTATE METER & SUPPLY	1845.96	01/25/11	1/11	CL 7785	1845.96
11984	S	157 SUNTRUST BANKCARD, N A	394.19	01/25/11		CL 7677	13.68
						CL 7753	176.00
						CL 7778	27.98
						CL 7779	27.99
						CL 7799	103.14
						CL 7800	45.40
11985	S	234 SUNTRUST LOAN PAYMENT	20578.75	01/25/11		CL 7790	20578.75
11986	S	216 TAYLOR RENTAL	15.00	01/25/11	1/11	CL 7780	15.00
11987	S	171 WALMART COMMUNITY	416.09	01/25/11	1/11	CL 7734	26.26
						CL 7745	12.30
						CL 7793	260.05
						CL 7794	50.46
						CL 7795	67.02
11990 *	S	999999 CRIDLAND & CRIDLAND PA	12.00	01/26/11		CL 7805	12.00
11991	S	999999 D.A.B. CONSTRUCTORS	454.00	01/26/11		CL 7806	454.00
11992	S	999999 DAN MANACICH	39.00	01/26/11		CL 7804	39.00
11993	S	999999 FULL SERVE, LLC	82.75	01/26/11		CL 7803	82.75
11994	S	100 HOMOSASSA SPECIAL WATER	435.00	01/26/11	1/11	CL 7802	435.00
11995	S	999999 RYAN ROBINSON	33.75	01/26/11		CL 7807	33.75
11998 *	S	334 BENTLEY ARCHITECTS & ENGINEERS, INC.	1320.00	01/27/11		CL 7809	1320.00
11999	S	317 Q BUSINESS SOURCE	144.29	01/27/11		CL 7810	144.29

Total for Claim Checks 47099.26
Count for Claim Checks 35

of Checks: 35 Total: 47099.26

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
12000	M	110 LINDA M. COOPER	300.00	02/01/11			
						CL 7827	300.00
12001	S	22 BLACK MOUNTAIN SOFTWARE	448.00	02/01/11			
						CL 7829	448.00
12002	S	150 CENTURYLINK	257.28	02/01/11			
						CL 7830	130.00
						CL 7833	46.83
						CL 7834	42.15
						CL 7838	38.30
12003	S	266 COMPUTERWORKS, INC.	95.00	02/01/11			
						CL 7826	95.00
12004	S	100 HOMOSASSA SPECIAL WATER	71.75	02/01/11			
						CL 7832	71.75
12005	S	98 HOMOSASSA TIRE	359.95	02/01/11			
						CL 7831	359.95
12006	S	274 IN TOUCH COMMUNICATIONS	95.00	02/01/11			
						CL 7814	95.00
12007	S	184 MCDIRMIT/// DAVIS	2500.00	02/01/11			
						CL 7837	2500.00
12008	S	122 NEXTEL COMMUNICATIONS	900.28	02/01/11			
						CL 7812	900.28
12009	S	293 REDRICK TRUCKING, INC.	420.00	02/01/11			
						CL 7813	420.00
12010	S	313 SAM'S CLUB	100.00	02/01/11			
						CL 7828	100.00
12011	S	159 SUNSTATE METER & SUPPLY	470.71	02/01/11			
						CL 7836	470.71
12012	S	179 W R E C	2195.87	02/01/11			
						CL 7835	2195.87
12013	S	1 A-1 ALARM SYSTEMS	100.00	02/08/11			
						CL 7856	100.00
12014	S	23 BLUE CROSS/BLUE SHIELD OF FLORIDA	9273.58	02/08/11			
						CL 7852	9273.58
12015	S	27 BRIGHT HOUSE NETWORK	109.95	02/08/11			
						CL 7846	109.95
12016	S	45 CRYSTAL RIVER QUARRIES	229.52	02/08/11			
						CL 7861	229.52
12017	S	182 DENISE A LYN, P.A.	750.00	02/08/11			
						CL 7854	750.00
12018	S	72 FEI-TAMPA, WATERWORKS #044	190.40	02/08/11			
						CL 7851	190.40
12019	S	335 HILTON COCOA BEACH OCEANFRONT	238.00	02/08/11			
						CL 7839	238.00
12020	S	96 HOME DEPOT CREDIT SERVICES	165.71	02/08/11			
						CL 7726	40.75
						CL 7748	124.96
12021	S	107 KANE'S ACE HARDWARE	421.64	02/08/11			
						CL 7750	34.58
						CL 7754	5.49
						CL 7782	93.47
						CL 7808	13.97
						CL 7819	114.96

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
						CL 7820	97.65
						CL 7821	23.99
						CL 7822	30.25
						CL 7823	7.28
12022	S	132 PROGRESS ENERGY FLORIDA	35.14	02/08/11	_____	CL 7845	35.14
12023	S	293 REDRICK TRUCKING, INC.	420.00	02/08/11	_____	CL 7857	420.00
12024	S	141 S A C ENVIRONMENTAL	121.00	02/08/11	_____	CL 7855	121.00
12025	S	336 SAFEGUARD BUSINESS SYSTEMS	64.81	02/08/11	_____	CL 7849	64.81
12026	S	262 SF TECHNOLOGIES, LLC	475.86	02/08/11	_____	CL 7860	475.86
12027	S	156 SUNSHINE STATE ONE CALL	64.32	02/08/11	_____	CL 7853	64.32
12028	S	159 SUNSTATE METER & SUPPLY	782.97	02/08/11	_____	CL 7858	782.97
12029	S	191 TERESA OLDS	270.53	02/08/11	_____	CL 7842	270.53
12030	S	296 TRANSMONTAIGNE PRODUCT SERVICES, INC	2477.77	02/08/11	_____	CL 7850	2477.77
12031	S	179 W R E C	120.12	02/08/11	_____	CL 7841	120.12
12032	S	315 WASTE SERVICES OF FLORIDA INC	102.02	02/08/11	_____	CL 7848	102.02
12033	S	291 ARAMARK REFRESHMENT SERVICES	37.00	02/09/11	_____	CL 7872	37.00
12034	S	26 BOARD OF COUNTY COMMISIONERS	125.15	02/09/11	_____	CL 7864	125.15
12035	S	248 BUCK & BUCK	235.95	02/09/11	_____	CL 7868	235.95
12036	S	337 CITRUS ENGINEERING & SURVEYING, INC	1100.00	02/09/11	_____	CL 7866	1100.00
12037	S	186 MCDONALD GROUP INTERNATIONAL, INC.	2785.00	02/09/11	_____	CL 7865	2785.00
12038	S	211 RING POWER CORPORATION	653.25	02/09/11	_____	CL 7863	653.25
12039	S	322 STATE OF FLORIDA DISBURSEMENT UNIT	500.00	02/09/11	_____	CL 7862	500.00
12040	S	26 BOARD OF COUNTY COMMISIONERS	100.00	02/10/11	_____	CL 7873	100.00
12041	S	27 BRIGHT HOUSE NETWORK	189.95	02/10/11	_____	CL 7874	189.95
12042	S	312 INK - 4 - LESS	45.00	02/10/11	_____	CL 7875	45.00
12046 *	S	7 ADVANCE AUTO PARTS	324.40	02/14/11	_____	CL 7742	176.24
						CL 7781	14.97
						CL 7824	24.97
						CL 7825	6.99
						CL 7876	101.23

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
12047	S	184 MCDIRMIT/// DAVIS	2200.00	02/14/11			
12048	S	167 USA BLUEBOOK	320.26	02/14/11		CL 7878	2200.00
12049	S	170 VERMEER SOUTHEAST	122.69	02/14/11		CL 7877	320.26
						CL 7879	122.69
Total for Claim Checks			33365.83				
Count for Claim Checks			47				

of Checks: 47 Total: 33365.83