

# Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061

Phone (706) 485-8993 Fax (706) 485-8994

## Agenda

**Monday, March 14, 2022 ◊ 5:00 PM**

*Sinclair Water Plant*

### Opening

1. Call to Order
2. Public Participation

### Minutes

3. Approval of Minutes - January 10, 2022 Regular Meeting

### Reports I

4. Introduction of Assistant Project Manager James Cupo
5. Operations Report

### New Business

6. Approval of Financial and Personnel Records Retention Policy
7. Approval of Operations Records Retention Policy
8. Approval of Discard/Surplus of in-operable or replaced Lab Equipment
9. Bank Signatures

### Old Business

None

### Reports II

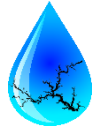
10. Plant Production Reports
11. Financial Reports

### Closing

12. Next Meeting - May 9, 2022
13. Adjournment

**File Attachments for Item:**

3. Approval of Minutes - January 10, 2022 Regular Meeting



**Sinclair Water Authority**  
126 Cay Drive Milledgeville, GA 31061  
Phone (706) 485-8993 Fax (706) 485-8994

**Minutes**  
**Monday, January 10, 2022 ◊ 5:00 PM**  
*Sinclair Water Plant*

The Sinclair Water Authority met on Monday, January 10, 2022 at approximately 5:00 PM at the Sinclair Water Plant, 126 Cay Drive, Milledgeville, Georgia.

*PRESENT*

- Chairman Robert Brown
- Member Sammy Hall
- Member Tommy Jefferson
- Member Ed Walker
- Member Billy Webster

*STAFF PRESENT*

- Clerk Lynn Butterworth
- Christina Corn
- Danny Lyndall
- Don North
- Brice Doolittle

**Opening**

- 1. Call to Order

Chairman Brown called the meeting to order at approximately 5:01 p.m. (Copy of agenda made a part of the minutes.)

- 2. Public Participation

None

**Minutes**

- 3. Approval of Minutes
  - a. November 8, 2021 Regular Meeting
  - b. December 6, 2021 Called Meeting

**Motion to approve the November 8, 2021 Regular Meeting Minutes.**

**Motion made by Member Hall, Seconded by Member Jefferson.**

**Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Walker**

Member Webster arrived during this item.

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**Motion to approve the December 6, 2021 Called Meeting Minutes.**

**Motion made by Member Hall, Seconded by Member Jefferson.**

**Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Walker, Member Webster**

**Reports I**

4. Operations Report presented by ESG, Inc.

Danny Lyndall, Regional Manager of ESG Operations reported the following:

- ESG began operations on December 28, 2021
- SWA staff has been transitioned to the ESG team
- COVID-19 has impacted some of the startup plans
- Most of the SWA assets have been cataloged
- ESG's HR department completed benefits enrollment
- Clean up and organization of the interior and exterior of the facility has begun
- Upcoming projects around the plant
- Safety overview completed and upcoming safety training planned
- Raw Water Intake
- Flocculation / Sedimentation Basins
- Basket Strainers
- Membrane Filters
- Chemical Feed / CIP System
- High Service Pumps
- Miscellaneous Operational

Mr. Lyndall also submitted and reviewed a draft Capital Improvement Plan. (Copy of detailed report and plan made a part of the minutes.)

**New Business**

5. Welcome New Member - Mr. Ed Walker

Mr. Ed Walker was welcomed back to SWA board. Mr. Walker was on the board eight years ago.

6. Approval to close Payroll Account

**Motion to close the Payroll Account.**

**Motion made by Member Jefferson, Seconded by Member Webster.**

**Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Walker, Member Webster**

7. Approval of Resolution to Terminate 401 and 457 Contribution Plan

**Motion to approve the Resolution to Terminate the 401 and 457 Contribution Plan.**

**Motion made by Member Jefferson, Seconded by Member Webster.**

**Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Walker, Member Webster**

(Copy of resolution made a part of the minutes.)

Member Hall advised that Baldwin County needs to clean out their water tank which will affect people on Mays Road. This is in the planning stage and will be coordinated with ESG to make sure the people in this area are taken care of.

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**Old Business**

None

**Reports II**

8. Plant Production Reports

Plant Production reports are in the meeting package to review.

Member Jefferson pointed out the inconsistencies with Baldwin County's numbers through the year made planning difficult. Member Hall advised that the numbers are leveling out and were due to the addition of new customers throughout the year.

No action was taken.

9. Financial Reports

Financial reports are in the meeting package to review.

Member Jefferson commented that the year ended as expected and everything is in good shape.

Chairman Brown inquired about ending up with a negative number in the Workers Comp account. Christina explained that is was from a rebate check received because December wasn't paid due to going up under ESG.

Christina also inquired about where to put the \$5000 from the closed payroll account and was advised to move it to the reserve account.

No action was taken.

**Closing**

10. Next Meeting - March 14, 2022

The next meeting is scheduled for March 14, 2022.

11. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Member Jefferson, Seconded by Member Hall.**

**Voting Yea: Chairman Brown, Member Hall, Member Jefferson, Member Walker, Member Webster**

Meeting adjourned at approximately 5:54 p.m.

ATTEST:

Lynn Butterworth  
Clerk

Robert Brown  
Chairman

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**File Attachments for Item:**

5. Operations Report



Sinclair Water Authority

**SWA BOARD MEETING**  
**March 10, 2022**



*ESG management and staff are pleased to present this update to the Sinclair Water Authority Board of Directors covering operations and maintenance activities for the prior month. It is our privilege to serve our community with high quality utility services and support the citizens of Baldwin and Putnam Counties*

## EXECUTIVE SUMMARY

ESG is implementing process changes for more efficient use of chemicals. Specifically, the chlorine levels leaving the plant are now at 1.75 mg/L rather than 2.4 mg/L. This change should assist both EPWSA as well as Baldwin County with DBP levels in the system.

ESG has hired a full-time plant manager, James Cupo, who will be responsible for the day-to-day operation of the plant.

The membrane maintenance team from ESG's Forsyth County Project came in to assist SWA personnel with inspection, maintenance, and repair of the four membrane trains. Stemming from the results of this work, membrane recovery rates were increased to 93%. This means more water to be processed through the membranes before the cleaning cycle occurs.

The Baldwin County Chamber of Commerce Leadership class visited for a plant tour. There were 18 visitors for this tour.

ESG has accomplished a great deal in the past two months and the following sections will provide greater detail on the activities of ESG Operations in this timeframe.

## ADMINISTRATION

Members of the ESG Startup Team have been on site for the past two months inventorying all SWA assets and developing preventative maintenance schedules for each asset. ESG Operations' computerized maintenance management software (CMMS) also allows for tracking of historical costs and maintenance on each asset which will help maximize the life of equipment.

SWA management has developed a capital forecast to better plan for large capital projects should funding become available. This forecast allows for a clear direction for all future capital purchases.

SWA staff have attended several more safety and operational training classes, including:

- Laboratory Safety and Hygiene
- Hazardous Material / Chemical Usage, Communication, Safety, and Hygiene
- Confined Space Training
- Personal Protective Equipment and General Safety
- Equipment Checkout and Usage

Plant staff are continuing efforts to declutter, organize, and clean up the facility.





*\* Pictured above before and after photos of the maintenance shed.*



*\*Pictured to the left are before and after photos of the records storage in the high service pump building.*

*\*Pictured to the right are members of the Baldwin County Leadership group on tour with Don North (pictured far right) ESG's Senior Water Operations Specialist.*



**MAINTENANCE**

ESG-operated projects utilize an asset management software, PSD, for tracking life cycle costs of client-owned assets. All physical assets managed by ESG at the SWA project are entered into the software and preventative maintenance schedules created where appropriate. These schedules auto-generate preventative maintenance work orders (PMs) to help us focus our maintenance efforts to extend the life cycle of SWAs’ assets. During the previous month, SWA staff completed **2** preventative work orders and completed **24** corrective maintenance work orders. Over time, it is anticipated that preventative work orders will exceed corrective maintenance.

**SAFETY**

ESG’s corporate Lab Director, Myra Zabec, provided a lab safety overview and performed one-on-one lab safety training to operators. ESG’s Safety Manager has also been onsite to perform safety training in Lockout/Tagout, confined space, hazard communication, chemical handling, first aid, and fall protection.

Several other safety training modules have been assigned to the team through ESG’s Learning Management Platform. In addition, March Safety Toolbox Talks have been assigned to each team member.



**OPERATIONS**

The ESG team has continued to work towards identifying and addressing all issues within the plant as well as finding ways to optimize each part of the treatment process. Several corrective actions and plant improvements have been completed or are currently in progress.

**Raw Water Intake**

- Repairs continue to be made on the Chlorine Dioxide feed water line. With the help of the EPWSA team, seven leaks have been repaired in the past 2 months. This issue is being addressed with a more reliable and permanent solution.
- An additional break on the Chlorine Dioxide feed water line was discovered and repaired inside the Raw Water Intake Building. Additional steps to monitor Raw Water Intake processes are being implemented.
- SE Diving Services, LLC completed an inspection and cleaning of the raw water intake screens.



*Above left: the diver prepares to enter the lake to inspect and clean the raw water intake screens.*

*Above right: A diver prepares to enter the clearwell to inspect and clean and sediment in the bottom of the tank.*

*At right: the command center allows the dive team to see what the diver is seeing inside the tank as the diver inspects the piping and valves under the water.*



### **Flocculation / Sedimentation Basins**

- Sedimentation Basin 1 and 2 were drained and cleaned. Several feet of accumulated sludge were removed from each basin.
- The drains on the flocculation and sedimentation basins have been plugged, halting the continuous leaking of basin water to the lagoons. This has allowed us to stop feeding sodium bisulfite.
- Increased Jar testing has further optimized alum dosing, which has reduced chemical usage and improved the quality of water going to the membranes which, in turn, should help extend the life of the membranes.

### **Membrane Filters**

- ESG's membrane maintenance team from the Forsyth County Project assessed each membrane train and made repairs as needed. Membrane performance increased significantly after repairs were completed. The maintenance team is scheduled to return on March 20<sup>th</sup> to complete additional repairs.
- Membrane inspection and repairs will be increased and conducted on a scheduled basis.
- Several air leaks were identified and repaired on membrane process valves and headers. Parts have been ordered to complete additional repairs.

### **Chemical Feed / CIP System**

- After inspection, the CIP heater was found to have several bad filaments. ESG recommends replacing the heater due to the immense importance of heated membrane cleans.

### **Clearwell/High Service Pumps**

- SE Diving Services, LLC completed an inspection and cleaning of the Clearwell tank. It was found to be in good condition and had minimal buildup on interior surfaces.
- The distribution lines leaving the High Service Building going to the Baldwin and Putnam County meters were located and marked in a more visible and lasting way. This will make it easier to locate the lines in the future and protects the lines from future construction.

### **Miscellaneous Operational**

- After meeting with Baldwin and Putnam County representatives, it has been agreed upon that SWA will begin to reduce its Chlorine residual leaving the plant. This will help to reduce the formation of disinfection byproducts.
- SWA has been approved to begin a tracer study to determine the maximum residence time in the Baldwin County and Putnam County water distribution systems.
- After a manufacturer error, Quincy replaced broken air compressor at no additional cost.

- Staff has been trained on the use of ESG’s CMMS software for asset tracking and management. All employees have started utilizing the software to create service requests and work orders. This has greatly improved our ability to track, prioritize, and complete plant maintenance. Additional training is planned for the implementation of our preventative maintenance program.
- Operators continue to improve tank level management. This allows us to halt production at times better suited for scheduled maintenance and plant improvement projects.
- Old membrane frames were repurposed into shelves for organizing and storing plant records.

**Projects for the coming months:**

- Continued clean up and organization of SWA facilities
- Mowing all fence lines, inside and outside and repairing damaged fence sections
- Organizing spare parts and supplies
- Repair/replace sludge collectors in sedimentation basins

**File Attachments for Item:**

6. Approval of Financial and Personnel Records Retention Policy

# SINCLAIR WATER AUTHORITY

## Record Retention Policy (per Local Government)

### PURPOSE

#### Definition

A record is defined as any information or data that is received or made by Sinclair Water Authority officers or employees in the course of their duties which is recorded in any medium including, but not limited to e-mail, database and computer disk which contain information related to Sinclair Water Authority.

#### Ownership

All records are the property of Sinclair Water Authority and may not be removed, destroyed, mutilated, transferred, or otherwise damaged or disposed of, in whole or in part, except as provided by this policy. Outgoing officials and employees will not remove any records from the organization.

#### Retention Schedule

Where appropriate regulations exist, records will be maintained according to the rulings as set forth by the Internal Revenue Service, the Georgia Secretary of State and the Georgia Department of Revenue. Per the IRS code “The taxpayer must retain the required records for so long as the contents thereof may become material in the administration of any internal revenue law.” Other records will be retained as follows:

### PROCEDURES

#### Record Destruction

When a record is past retention, it will be destroyed. No record shall be destroyed where legal action is in progress or pending.

<b>Accounting Records</b>	<b>Length of Storage</b>
Accounts payable ledgers and schedules	5 years
Audit reports of accountants	Permanent
Bank reconciliation	5 years
Cash books	5 years
Chart of accounts	Permanent
Depreciation schedules	4 years
Disbursement orders for payments to vendors, volunteers, etc. and vendor invoices	5 years
Federal & State Grants	3 years after final report or denial
Budget Prep, reporting of funds, amendments	5 years
Financial statements (year end) & Final Budgets	Permanent
Financial statements (quarterly)	7 years
<b>Administrative Records</b>	
Notes receivable, Capital Improvement Bonds (Retired)	5 years
Tax returns	Permanent
Annual reports	Permanent – 1 copy
Data request forms, output data, and other documentation	1 year
Internal reports (miscellaneous)	3 years
Proof of Insurance	7 years
Open records Request	3 years
Save and E-Verify	10 years
<b>Bids &amp; Complete Records</b>	
Quotes to supply products	7 years
Quotes to supply products or services for Capital Improvement	11 years
<b>Contracts &amp; Agreements</b>	
Capital Improvement	11 years
Other	7 years
<b>Corporate Records</b>	
Articles of Incorporation, Code of Regulations (by-laws)	Permanent
Contracts, agreements, and leases	7 years after expiration
<b>Deeds, mortgages, and bills of sale</b>	
Legal documents (partnership agreements, special contracts, etc.)	Permanent
Minutes of Board of Directors and committee meetings, and Directors'/Board meetings of subsidiaries	Permanent
Resolutions adopted by the Board	Permanent



<b>Correspondence</b>	
Correspondence (general)	2 years
Correspondence (legal, tax, and other important matters only)	Permanent
<b>Insurance Records</b>	
Accident reports and claims	7 years after settlements
Insurance policies	7 years after expiration of policy or membership
News releases	Indefinite – Maintain in archives and review for historical value
Publicity photographs	Indefinite – Maintain in archives and review for historical value
<b>Personnel ** Per Local Government Retention</b>	
Payroll Summaries	50 years
Deduction Authorizations	5 years
Direct Deposit	1 year
Retirement Plans	60 years
Retirement Records	7 years after benefits cease
Garnishments	4 years after release
W2's	5 years
W4's	5 years
Time Sheets	5 years
Background Checks	5 years
Drug Test	5 years
Employee Handbooks	60 years
Personnel Files	7 years after separation
Group Health Policies	10 years after expired

**File Attachments for Item:**

7. Approval of Operations Records Retention Policy

Operations Records Retention per State and Federal Regulations	Retain For							
	3 yrs	4 yrs	5 yrs	7 yrs	10 yrs	11 yrs	12 yrs	Permanent
<b>Bac'T</b>			X					
<b>Calibrations</b>					X			
<b>Daily Lab Results</b> Date, Time, Place and Collector of Sample, Routine/Type Date of Analysis, Person Lab Testing, Method and Result					X			
<b>Disinfection</b> Profiling & Benchmarking								X
<b>DMR/MOR</b>					X			
<b>Filter Monitoring</b>	X							
<b>IOC</b>					X			
<b>Lead &amp; Copper</b>							X	
<b>Nitrate/Nitrite</b>					X			
<b>RAD</b>					X			
<b>Sanitary Surveys</b>					X			
<b>TOC</b>					X			
<b>TS/TSS</b>					X			
<b>Turbidity</b>			X					
<b>Violations</b>		X						
<b>VOC</b>					X			
<b>Variances or Exemptions</b>			X					
<b>Waste Disposal/Sludge</b>					X			
<b>Meters</b> Meter Maintenance Readings			X					

**File Attachments for Item:**

8. Approval of Discard/Surplus of in-operable or replaced Lab Equipment

# Surplus Inventory Items

Item Name	Description	Comments	Liquidate or Discard	Approved Date
Hach DBR 200		Tag# 0274		
Oakton pH 150	pH Meter	Tag# 0281		
Hach Sension 3	pH Meter	No Tag		
Hach 2100P	Turbidimeter (Portable)	Tag# 0279		
Hach 2100P	Turbidimeter (Portable)	Tag# 0280		
Siemens P334	Colorimeter	Tag# 0282		
Hach DR5000	Spectrophotometer	No Tag		
Palin Chlordiox X Plus	Chlorite Test	Tag# 0161		
Hach AutoCat 900 (x2)	Chlorine, Dioxide Analyzer	Tag# 0273		

**File Attachments for Item:**

9. Bank Signatures



# Sinclair Water Authority

126 Cay Drive Milledgeville, GA 31061  
Phone (706) 485-8993 Fax (706) 485-8994

March 1, 2022

Exchange Bank  
250 West Hancock St  
Milledgeville, GA 31061

As of December 31, 2021, the following persons need to be **removed** from all accounts:

David Waddell – Baldwin Member  
Andrew Paracca – Plant Manager

As of January 1, 2022, the following persons will **remain** on the signature card, ACH and allowed to redeem CD:

Robert E. Brown – Chairperson  
Tommy Jefferson – Putnam Member  
Sammy Hall – Baldwin Member

As of January 1, 2022, the following person needs to be **added** on the signature card, ACH and allowed to redeem CD:

Edward Walker – Baldwin Member

Please note that two (2) signatures are still required for checks as well as two (2) persons for the CD redemption.

As of January 1, 2022, Andrew Paracca needs to be **removed** from all online banking accounts and the following needs to be **added with view only access** to online banking:

Heather Harris – ESG Operation, Inc.

Christina Corn (formerly Patterson) **will continue** to have the same authorization for account information and current permissions.

These changes apply to account #'s:

769927  
332941  
500037666

Thank you,

Robert E. Brown  
Chairperson

**File Attachments for Item:**

10. Plant Production Reports



<b>Baldwin</b>	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Annual Actuals Total
2021 Actual Usage	58303	51114	69721	61,804	66021	50741	55273	51650	49247	47979	66632	70073	698558
<b>2022 ACTUAL USAGE</b>	<b>67,062</b>	<b>57,158</b>											<b>124220</b>
2022 PROJECTED USAGE	59000	54000	62000	60000	67000	62000	75000	72000	71000	68000	62000	61000	773,000

**Manually Enter Grey Area from EOM Flows Report**

Percentage of difference in the Projected and Actual Usage	0.1202171	0.0552504	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	12.022	5.525	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Total Distribution of both counties @ Month End	104,725,103	92,508,433											
Actual Gallon Usage @ Month End	67,062,860	57,158,054											
Percent of Total Gallons Used @ Month End	0.6403704	0.6178686	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Percent of Total Gallons Used @ Month End	64.037	61.787	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

**RULES: Both Rule 1 & 2 have to apply before a change of billing occurs**

1) Percentage of difference in the Projected and Actual Usage must be 3% and over for 6 consecutive months  
 2) Percent of Total Gallons Used @ Month End must be 3% over 66.5% (68.5%)  
 55% (Baldwin) of the 5.5 Plant Capacity (3.025 MGD=90,750,000)  
 The county over the projected capacity for 3 consecutive months must have written permission from opposite county  
 If Rules 1 & 2 should occur, a change in billing formula is required  
 See the Amended March 2020 IGA for additional rules  
**Exceeded limits-See Rules**

Baldwin Gallons Usage		Average of South Putnam Meters	
Baldwin Main Meter	57,527,129	Mays Rd	364436
Average of South Putnam Meters	369,075	Ga Power	4041
<b>BALDWIN GALLONS USED</b>	<b>57,158,054</b>	DNR Boathouse	598
Distribution Total	92,508,433	<b>Total of Averages</b>	<b>369075</b>
Amount billed per month	\$ 100,255.44		

<b>Putnam</b>	<b>Jan</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Annual Actuals Totals</b>
2021 Actual Usage	32716	30282	32356	32064	37416	33791	34541	35743	33207	33132	32281	36184	403,713
2022 ACTUAL USAGE	<b>37,662</b>	<b>35,350</b>											<b>73,012</b>
2022 PROJECTED USAGE	33725	31291	33365	33073	38425	34800	35550	36752	34216	34141	33290	37193	415,821

**Manually Enter Grey Area from EOM Flows Report**

Percentage of difference in Projected and Actual Usage	0.1045351	0.1148232	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	10.454	11.482	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Total Distribution of both Counties @ Month End	104,725,103	92,508,433											
Actual Usage @ Month End	37,662,243	35,350,379											
Percent of Total Gallons Used @ Month End	0.35962956	0.38213142	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	35.963	38.213	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

**RULES: Both Rule 1 & 2 have to apply before a change of billing occurs**

- 1) Percentage of difference in the Projected and Actual Usage must be 3% and over for 6 consecutive months
  - 2) Percent of Total Gallons Used @ Month End must be 3% over 33.5% (34.51%)
- Putnam 45% of the 5.5 Plant Capacity (2.475 MGD=74,250,000)  
 The county over the projected capacity for 3 consecutive months must have written permission from opposite county  
 If Rules 1 & 2 should occur, a change in billing is required  
 See the Amended March 2020 IGA for additional rules

Exceeded Limits-See Rules

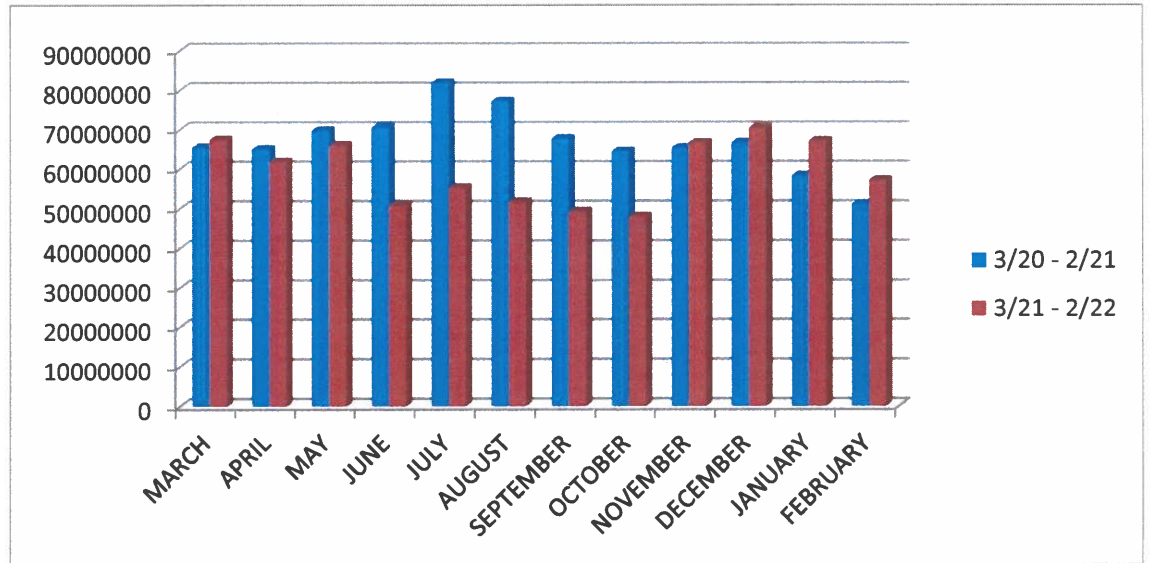
<b>Putnam Gallons Usage</b>		<b>Average of South Putnam Meters</b>	
Putnam Main Meter	34,981,304	Mays Rd	364436
Average of South Putnam Meters	369,075	Ga Power	4041
<b>PUTNAM GALLONS USED</b>	<b>35,350,379</b>	DNR Boathouse	598
Distribution Total	92,508,433	<b>Total of Averages</b>	<b>369075</b>
Amount Billed per month	\$ 82,027.18		

# Flows Monthly Report

Date	Time	Raw	Permeate	Lagoon	Putnam	Baldwin	Choby's	Total DI
2022-02-01	23:59:59	4,352,206	3,799,872	396,798	1,397,092	2,061,232		3,458,32
2022-02-02	23:59:59	4,185,027	3,667,630	405,289	1,341,081	2,274,111		3,615,19
2022-02-03	23:59:59	4,118,142	3,614,752	388,083	1,345,126	2,045,643		3,390,76
2022-02-04	23:59:59	3,950,030	3,459,582	444,054	1,323,498	2,113,420		3,436,91
2022-02-05	23:59:59	3,820,056	3,309,035	388,813	1,213,645	2,183,374		3,397,01
2022-02-06	23:59:59	4,213,692	3,670,388	403,386	1,298,148	2,138,127		3,436,27
2022-02-07	23:59:59	4,229,195	3,698,570	392,598	1,353,356	2,186,309		3,539,66
2022-02-08	23:59:59	3,401,315	2,943,280	367,605	1,308,170	2,007,512		3,315,68
2022-02-09	23:59:59	4,369,526	3,468,190	768,484	1,300,059	2,183,471		3,483,53
2022-02-10	23:59:59	3,974,559	3,527,130	328,857	1,221,539	1,946,107		3,167,64
2022-02-11	23:59:59	3,938,816	3,460,673	340,214	1,206,009	2,131,787		3,337,79
2022-02-12	23:59:59	4,069,893	3,622,314	321,566	1,300,515	2,123,401		3,423,91
2022-02-13	23:59:59	3,774,055	3,355,790	298,647	1,279,448	1,972,227		3,251,67
2022-02-14	23:59:59	3,424,910	3,038,755	262,816	1,371,442	1,636,635		3,008,07
2022-02-15	23:59:59	3,457,230	3,049,191	291,116	1,306,170	1,836,602		3,142,77
2022-02-16	23:59:59	3,695,213	3,277,801	298,196	1,255,106	1,924,654		3,179,76
2022-02-17	23:59:59	3,490,952	3,100,713	291,912	1,227,444	1,594,318		2,821,76
2022-02-18	23:59:59	3,496,341	3,116,750	293,307	1,240,789	2,016,578		3,257,36
2022-02-19	23:59:59	3,670,013	3,266,606	288,311	1,172,340	2,212,772		3,385,11
2022-02-20	23:59:59	4,061,569	3,616,407	309,258	1,233,194	2,095,317		3,328,51
2022-02-21	23:59:59	4,182,879	3,737,355	335,138	1,242,039	2,037,989		3,280,02
2022-02-22	23:59:59	3,615,433	3,213,558	320,235	1,176,326	2,116,363		3,292,68
2022-02-23	23:59:59	3,690,195	3,310,772	280,316	1,153,297	2,221,358		3,374,65
2022-02-24	23:59:59	3,643,969	3,257,741	282,347	1,171,852	1,931,243		3,103,09
2022-02-25	23:59:59	3,713,205	3,349,993	266,925	1,184,268	2,135,907		3,320,17
2022-02-26	23:59:59	3,704,945	3,325,737	276,168	994,525	2,100,310		3,094,83
2022-02-27	23:59:59	3,701,764	3,326,501	283,001	1,216,107	2,249,015		3,465,12
2022-02-28	23:59:59	3,766,103	3,390,989	256,177	1,148,719	2,051,347		3,200,06
<b>TOTAL:</b>		<b>107,711,233</b>	<b>94,976,075</b>	<b>9,579,617</b>	<b>34,981,304</b>	<b>57,527,129</b>		<b>92,508,433</b>
<b>MIN:</b>		<b>3,401,315</b>	<b>2,943,280</b>	<b>256,177</b>	<b>994,525</b>	<b>1,594,318</b>		<b>2,821,762</b>
<b>MAX:</b>		<b>4,369,526</b>	<b>3,799,872</b>	<b>768,484</b>	<b>1,397,092</b>	<b>2,274,111</b>		<b>3,615,192</b>
<b>AVG:</b>		<b>3,846,830</b>	<b>3,392,003</b>	<b>342,129</b>	<b>1,249,332</b>	<b>2,054,540</b>		<b>3,303,873</b>
<b>COUNT:</b>		<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>0</b>	<b>28</b>

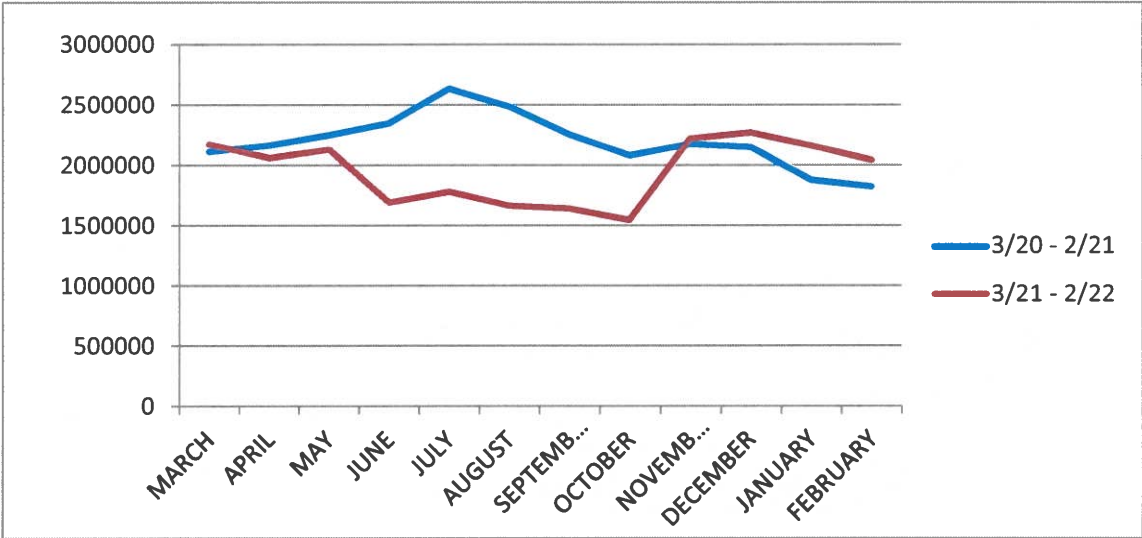
## MONTHLY BILLABLE GALLONS FOR BALDWIN COUNTY March 2020 Thru February 2022

	GALLONS 3/20 - 2/21	GALLONS 3/21 - 2/22
MARCH	65541932	67401652
APRIL	65051465	61804775
MAY	69800065	66021197
JUNE	70541369	50741532
JULY	81858675	55273933
AUGUST	77166156	51650583
SEPTEMBER	67710920	49247764
OCTOBER	64551807	47979233
NOVEMBER	65362489	66632526
DECEMBER	66727391	70443011
JANUARY	58303452	67062860
FEBRUARY	51114067	57158054



### MONTHLY FLOW RATES FOR BALDWIN COUNTY March 2020 Thru February 2022

	FLOWRATES* 3/20 - 2/21	FLOWRATES* 3/21 - 2/22
MARCH	2114255	2174246
APRIL	2168382	2060159
MAY	2251615	2129716
JUNE	2351378	1691384
JULY	2640602	1783030
AUGUST	2489230	1666147
SEPTEMBER	2257030	1641592
OCTOBER	2082316	1547717
NOVEMBER	2178749	2221084
DECEMBER	2152496	2272355
JANUARY	1880756	2163318
FEBRUARY	1825502	2041359

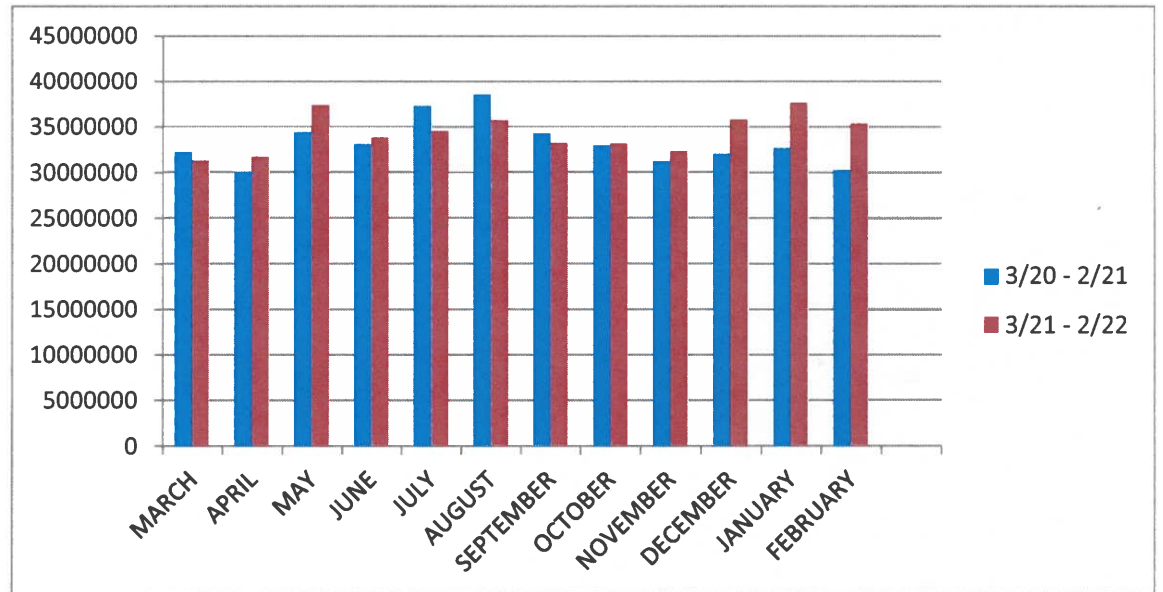


\*These figures are the average daily flow each month for Baldwin County  
These figures are based on the billable gallons for each month

## MONTHLY BILLABLE GALLONS FOR PUTNAM COUNTY

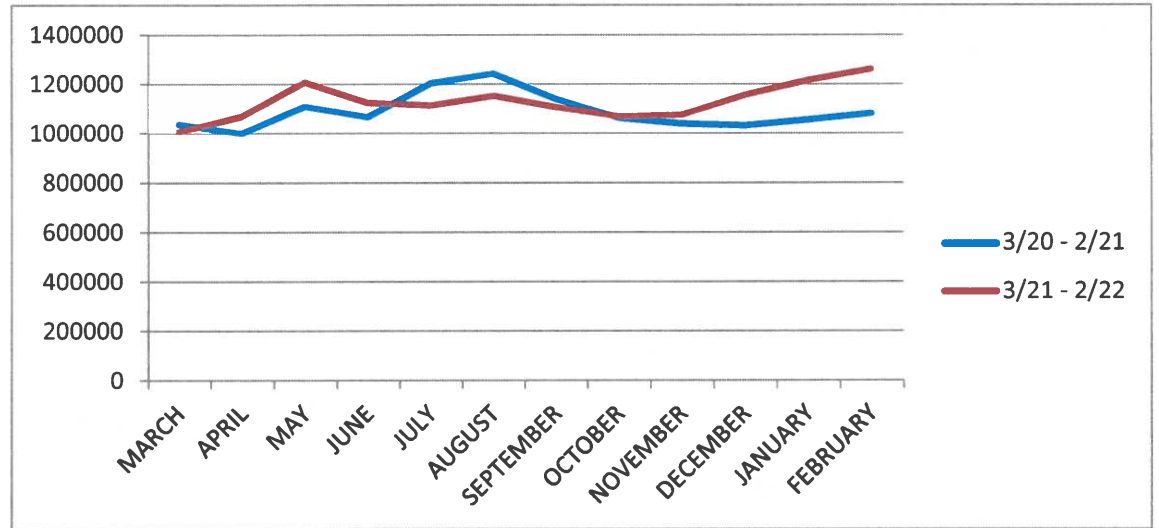
### March 2020 Thru February 2022

	GALLONS 3/20 - 2/21	GALLONS 3/21 - 2/22
MARCH	32214416	31263234
APRIL	30061246	31695822
MAY	34404415	37416135
JUNE	33107645	33791421
JULY	37362638	34541175
AUGUST	38585492	35743083
SEPTEMBER	34265077	33207606
OCTOBER	32970729	33132009
NOVEMBER	31208446	32281538
DECEMBER	32012246	35815196
JANUARY	32716898	37662243
FEBRUARY	30282459	35350379



### MONTHLY FLOW RATES FOR PUTNAM COUNTY March 2020 Thru February 2022

	FLOWRATES* 3/20 - 2/21	FLOWRATES* 3/21 - 2/22
MARCH	1039174	1008491
APRIL	1002041	1068829
MAY	1109819	1206972
JUNE	1067988	1126380
JULY	1205246	1114231
AUGUST	1244693	1153002
SEPTEMBER	1142169	1106920
OCTOBER	1063571	1068774
NOVEMBER	1040281	1076051
DECEMBER	1032653	1155328
JANUARY	1055383	1214911
FEBRUARY	1081516	1262513



\*These figures are the average daily flow each month for Putnam County  
These figures are based on the billable gallons for each month

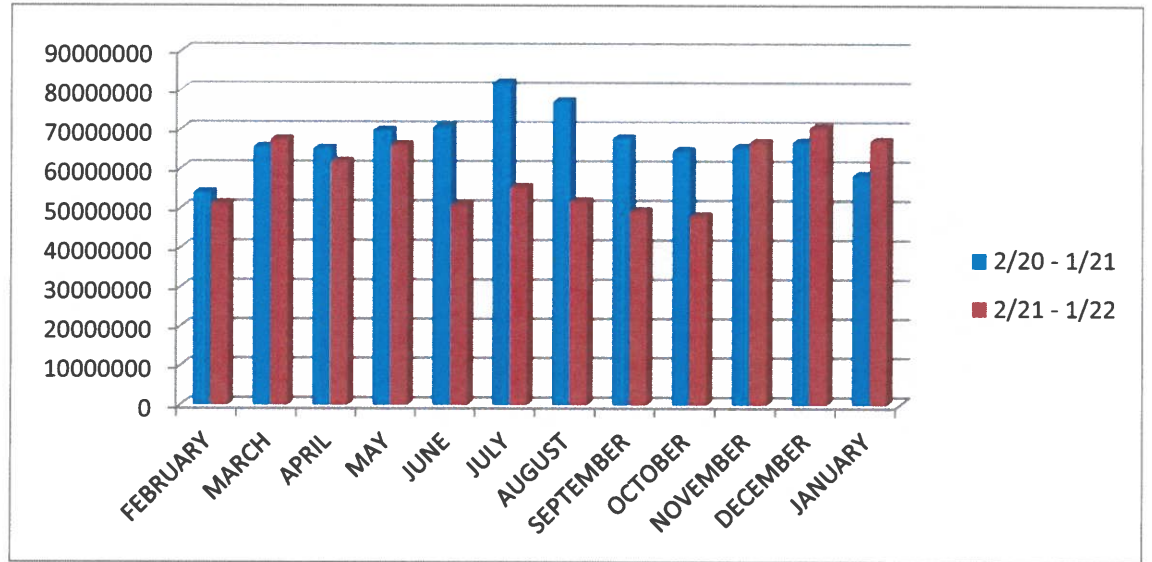
# Flows Monthly Report

Date	Time	Raw	Permeate	Lagoon	Putnam	Baldwin	Choby's	Total Dis
2022-01-01	23:59:59	4,076,840	3,545,990	420,931	1,108,287	2,226,424		3,334,711
2022-01-02	23:59:59	3,779,349	3,294,043	426,690	1,058,087	2,253,094		3,311,181
2022-01-03	23:59:59	3,819,204	3,335,974	389,196	1,120,480	2,063,296		3,183,776
2022-01-04	23:59:59	3,704,913	3,221,331	377,827	1,136,737	2,320,776		3,457,513
2022-01-05	23:59:59	4,091,690	3,628,013	492,579	1,105,817	2,022,345		3,128,162
2022-01-06	23:59:59	3,566,404	3,135,127	440,940	1,048,149	2,132,321		3,180,470
2022-01-07	23:59:59	3,876,288	3,377,786	452,933	1,062,924	2,066,569		3,129,493
2022-01-08	23:59:59	3,808,281	3,289,135	423,770	1,160,967	2,196,097		3,357,064
2022-01-09	23:59:59	4,087,416	3,538,067	463,509	1,264,843	2,096,216		3,361,059
2022-01-10	23:59:59	3,799,500	3,332,047	362,721	1,219,533	2,212,090		3,431,623
2022-01-11	23:59:59	3,685,292	3,193,947	372,332	1,096,617	2,002,343		3,098,960
2022-01-12	23:59:59	3,867,289	3,342,734	402,424	1,157,220	2,048,117		3,205,337
2022-01-13	23:59:59	3,847,100	3,344,091	447,263	1,188,925	2,170,955		3,359,880
2022-01-14	23:59:59	4,008,862	3,469,111	464,158	1,092,346	1,985,713		3,078,059
2022-01-15	23:59:59	3,795,141	3,303,403	361,979	1,136,251	2,253,322		3,389,573
2022-01-16	23:59:59	3,766,119	3,286,911	427,109	1,181,272	2,096,426		3,277,698
2022-01-17	23:59:59	4,095,997	3,536,483	434,142	1,228,310	2,089,721		3,318,031
2022-01-18	23:59:59	4,334,084	3,425,010	401,345	1,179,562	2,174,825		3,354,387
2022-01-19	23:59:59	3,775,372	3,307,356	375,774	1,155,145	2,132,533		3,287,678
2022-01-20	23:59:59	3,889,584	3,350,045	423,770	1,182,912	1,971,576		3,154,488
2022-01-21	23:59:59	4,235,005	3,709,081	396,552	1,183,961	2,514,137		3,698,098
2022-01-22	23:59:59	4,024,151	3,511,736	389,794	1,206,363	2,099,875		3,306,238
2022-01-23	23:59:59	4,311,624	3,737,114	432,257	1,317,490	2,400,370		3,717,860
2022-01-24	23:59:59	4,300,760	3,762,800	380,253	1,273,452	2,380,231		3,653,683
2022-01-25	23:59:59	4,096,400	3,572,668	408,195	1,302,830	2,107,750		3,410,580
2022-01-26	23:59:59	4,193,708	3,662,960	386,641	1,351,579	2,361,243		3,712,822
2022-01-27	23:59:59	3,784,097	3,270,209	395,659	1,312,040	2,056,624		3,368,664
2022-01-28	23:59:59	4,303,025	3,770,560	392,566	1,371,184	2,057,456		3,428,640
2022-01-29	23:59:59	4,348,626	3,808,298	399,045	1,273,916	2,324,215		3,598,131
2022-01-30	23:59:59	4,085,528	3,571,159	385,917	1,334,886	2,284,869		3,619,755
2022-01-31	23:59:59	4,409,878	3,844,943	395,084	1,481,083	2,330,406		3,811,489
<b>TOTAL:</b>		<b>123,767,527</b>	<b>107,478,132</b>	<b>12,723,355</b>	<b>37,293,168</b>	<b>67,431,935</b>		<b>104,725,103</b>
<b>MIN:</b>		<b>3,566,404</b>	<b>3,135,127</b>	<b>361,979</b>	<b>1,048,149</b>	<b>1,971,576</b>		<b>3,078,059</b>
<b>MAX:</b>		<b>4,409,878</b>	<b>3,844,943</b>	<b>492,579</b>	<b>1,481,083</b>	<b>2,514,137</b>		<b>3,811,489</b>
<b>AVG:</b>		<b>3,992,501</b>	<b>3,467,037</b>	<b>410,431</b>	<b>1,203,005</b>	<b>2,175,224</b>		<b>3,378,229</b>
<b>COUNT:</b>		<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>0</b>	<b>31</b>



## MONTHLY BILLABLE GALLONS FOR BALDWIN COUNTY February 2020 Thru January 2022

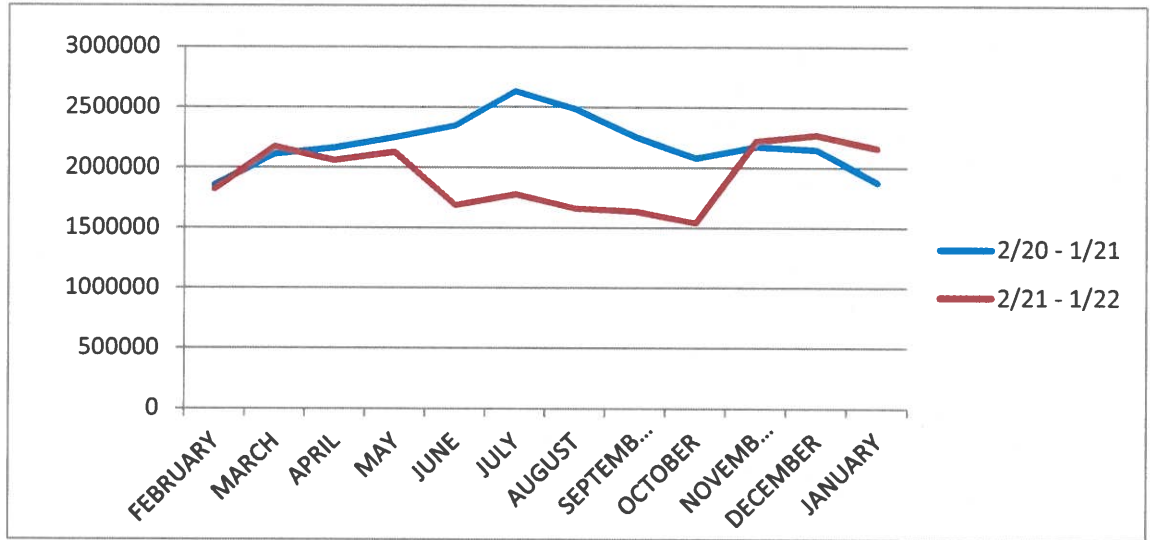
	<b>GALLONS 2/20 - 1/21</b>	<b>GALLONS 2/21 - 1/22</b>
FEBRUARY	53967113	51114067
MARCH	65541932	67401652
APRIL	65051465	61804775
MAY	69800065	66021197
JUNE	70541369	50741532
JULY	81858675	55273933
AUGUST	77166156	51650583
SEPTEMBER	67710920	49247764
OCTOBER	64551807	47979233
NOVEMBER	65362489	66632526
DECEMBER	66727391	70443011
JANUARY	58303452	67062860



## MONTHLY FLOW RATES FOR BALDWIN COUNTY

### February 2020 Thru January 2022

	FLOWRATES* 2/20 - 1/21	FLOWRATES* 2/21 - 1/22
FEBRUARY	1860934	1825502
MARCH	2114255	2174246
APRIL	2168382	2060159
MAY	2251615	2129716
JUNE	2351378	1691384
JULY	2640602	1783030
AUGUST	2489230	1666147
SEPTEMBER	2257030	1641592
OCTOBER	2082316	1547717
NOVEMBER	2178749	2221084
DECEMBER	2152496	2272355
JANUARY	1880756	2163318

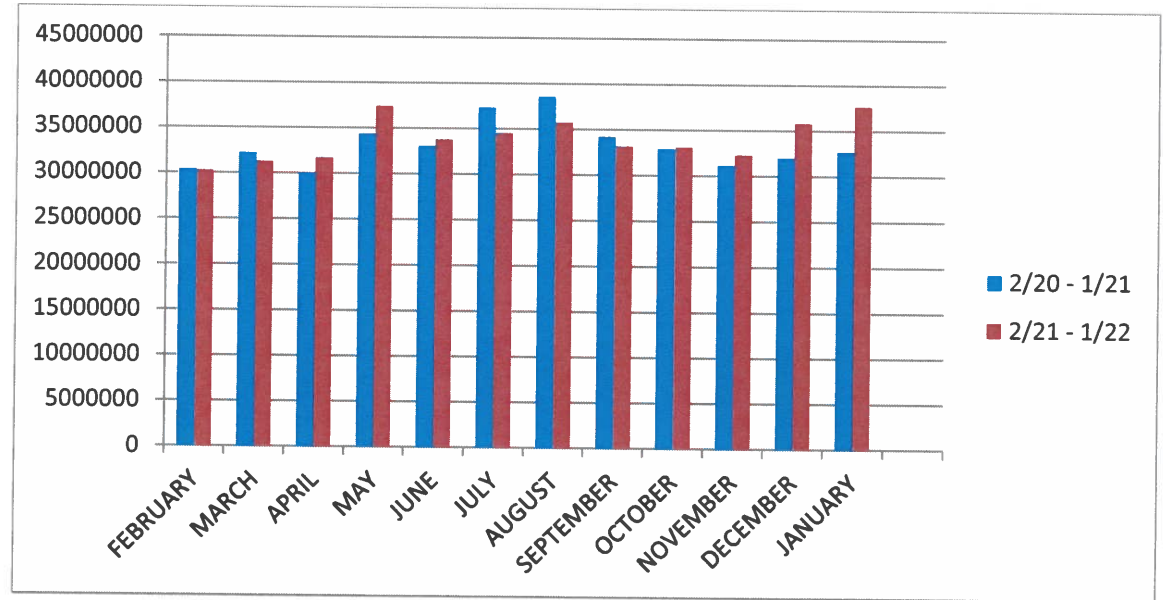


\*These figures are the average daily flow each month for Baldwin County  
 These figures are based on the billable gallons for each month

## MONTHLY BILLABLE GALLONS FOR PUTNAM COUNTY

February 2020 Thru January 2022

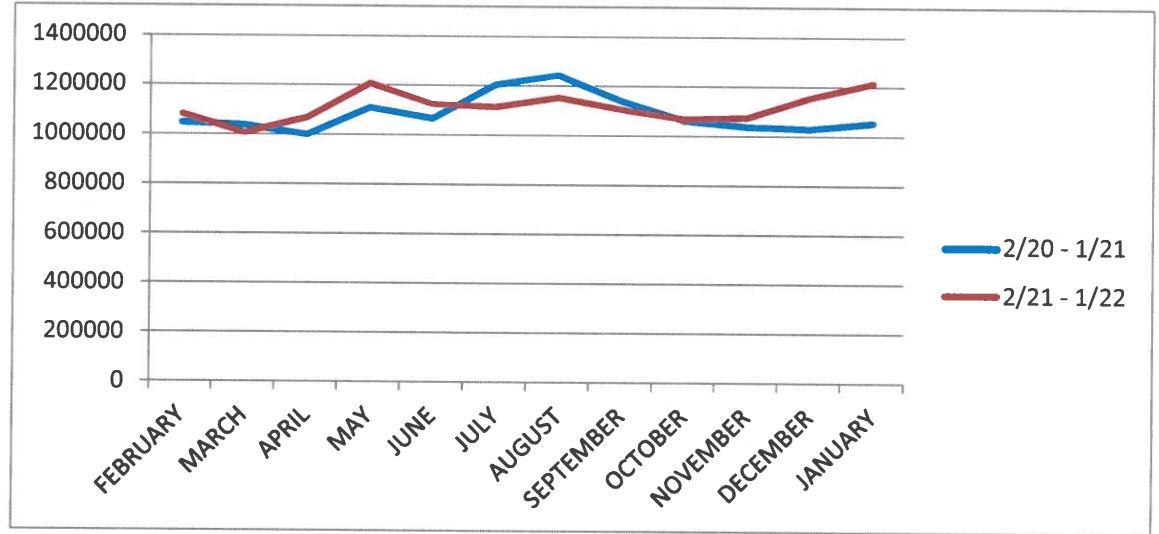
	GALLONS 2/20 - 1/21	GALLONS 2/21 - 1/22
FEBRUARY	30434759	30282459
MARCH	32214416	31263234
APRIL	30061246	31695822
MAY	34404415	37416135
JUNE	33107645	33791421
JULY	37362638	34541175
AUGUST	38585492	35743083
SEPTEMBER	34265077	33207606
OCTOBER	32970729	33132009
NOVEMBER	31208446	32281538
DECEMBER	32012246	35815196
JANUARY	32716898	37662243



## MONTHLY FLOW RATES FOR PUTNAM COUNTY

### February 2020 Thru January 2022

	FLOWRATES* 2/20 - 1/21	FLOWRATES* 2/21 - 1/22
FEBRUARY	1049474	1081516
MARCH	1039174	1008491
APRIL	1002041	1068829
MAY	1109819	1206972
JUNE	1067988	1126380
JULY	1205246	1114231
AUGUST	1244693	1153002
SEPTEMBER	1142169	1106920
OCTOBER	1063571	1068774
NOVEMBER	1040281	1076051
DECEMBER	1032653	1155328
JANUARY	1055383	1214911



\*These figures are the average daily flow each month for Putnam County  
 These figures are based on the billable gallons for each month

**File Attachments for Item:**

11. Financial Reports

Sinclair Water Authority

126 Cay Dr.  
Milledgeville, GA 31061

Date	Invoice #
2/28/2022	Baldwin0222

Bill To
Baldwin County Board of Commissioners 1601 North Columbia St Ste. 230 Milledgeville, GA 31061

Description	Qty	Rate	Amount
Baldwin Monthly Water Sales		100,255.44	100,255.44

			<b>Total</b>	\$100,255.44
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Sinclair Water Authority

126 Cay Dr.  
Milledgeville, GA 31061

**Inv** 39

Date	Invoice #
2/28/2022	Putnam 0222

Bill To
Putnam Co. Board of Commissioners 117 Putnam Drive Suite A Eatonton, GA 31024

Description	Qty	Rate	Amount
Putnam Monthly Water Sales		82,027.18	82,027.18

			<b>Total</b>	\$82,027.18
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**Feb-22**

<u>Baldwin Gallons Usage</u>		<u>Baldwin Usage Info</u>	
Baldwin Main Meter	57,527,129	Baldwin Usage	57,158,054
Average of South Putnam Meters	369,075	Baldwin <b>February</b> Projected Usage	54,000,000
		Baldwin Excess Usage %	6%
		Baldwin % of Total Usage	62%
<b>BALDWIN GALLONS USED</b>	<b>57,158,054</b>	Baldwin <b>March</b> Projected Usage	62,000,000

<u>Putnam Gallons Usage</u>		<u>Putnam Usage Info</u>	
Putnam Main Meter	34,981,304	Putnam Usage	35,350,379
Average of South Putnam Meters	369,075	Putnam <b>February</b> Projected Usage	31,291,000
		Putnam Excess Usage %	11%
		Putnam % of Total Usage	38%
<b>PUTNAM GALLONS USED</b>	<b>35,350,379</b>	Putnam <b>March</b> Projected Usage	33,365,000

Total of Gallons	92,508,433
Baldwin	62%
Putnam	38%
Total of Gallons	100%



Sinclair Water Authority

126 Cay Dr.

**Inv** 41

Date	Invoice #
1/31/2022	Baldwin0122

Bill To
Baldwin County Board of Commissioners 1601 North Columbia St Ste. 230 Milledgeville, GA 31061

Description	Qty	Rate	Amount
Baldwin Monthly Water Sales		100,255.44	100,255.44

	<b>Total</b>	\$100,255.44
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Sinclair Water Authority

126 Cay Dr.

**Inv** 42

Date	Invoice #
1/31/2022	Putnam 0122

Bill To
Putnam Co. Board of Commissioners 117 Putnam Drive Suite A Eatonton, GA 31024

Description	Qty	Rate	Amount
Putnam Monthly Water Sales		82,027.18	82,027.18

<b>Total</b>			\$82,027.18
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**Jan-22**

<u>Baldwin Gallons Usage</u>		<u>Baldwin Usage Info</u>	
Baldwin Main Meter	67,431,935	Baldwin Usage	67,062,860
Average of South Putnam Meters	369,075	Baldwin <b>January</b> Projected Usage	59,000,000
<b>BALDWIN GALLONS USED</b>	<b>67,062,860</b>	Baldwin Excess Usage %	12%
		Baldwin % of Total Usage	64%
		Baldwin <b>February</b> Projected Usage	54,000,000

<u>Putnam Gallons Usage</u>		<u>Putnam Usage Info</u>	
Putnam Main Meter	37,293,168	Putnam Usage	37,662,243
Average of South Putnam Meters	369,075	Putnam <b>January</b> Projected Usage	33,725,000
<b>PUTNAM GALLONS USED</b>	<b>37,662,243</b>	Putnam Excess Usage %	10%
		Putnam % of Total Usage	36%
		Putnam <b>February</b> Projected Usage	31,291,000

Total of Gallons	104,725,103
Baldwin	64%
Putnam	36%
Total of Gallons	100%

## Operating Reserve Fund

(Formerly Membrane Reserve)

Date	Deposits	W/D Amounts	Memo	Operating Reserve Fund Balance	Operating Account Balance Sheet	As of Date
<b>FY2021</b>						
	\$ 220,642.49		Membrane Reserve Fund Closing Balance	\$ 220,642.49		
12/15/2020		\$ 140,747.00	Membrane Contract paid in advance	\$ 79,895.49		
1/1/2021	\$ 28,000.00		Contingency	\$ 107,895.49	\$ 441,526.38	4.30.21
1/31/2021	\$ 256.68		Monthly Operating Interest	\$ 108,152.17	\$ 245,712.86	1.31.21
2/28/2021	\$ 262.88		Monthly Operating Interest	\$ 108,415.05	\$ 276,129.03	2.28.21
3/31/2021	\$ 362.94		Monthly Operating Interest	\$ 108,777.99	\$ 410,561.61	3.31.21
4/30/2021	\$ 378.81		Monthly Operating Interest	\$ 109,156.80	\$ 441,995.19	4.30.21
5/30/2021	\$ 431.33		Monthly Operating Interest	\$ 109,588.13	\$ 396,195.52	5.31.21
6/30/2021	\$ 455.09		Monthly Operating Interest	\$ 110,043.22	\$ 482,382.80	6.30.21
7/31/2021	\$ 456.24		Monthly Operating Interest	\$ 110,499.46	\$ 412,602.39	7.31.21
8/31/2021	\$ 462.23		Monthly Operating Interest	\$ 110,961.69	\$ 422,784.84	8.31.21
9/31/2021	\$ 136.83		Monthly Operating Interest	\$ 111,098.52	\$ 420,754.02	9.30.21
10/31/2021	\$ 142.39		Monthly Operating Interest	\$ 111,240.91	\$ 404,478.18	10.31.21
11/30/2021	\$ 122.56		Monthly Operating Interest	\$ 111,363.47	\$ 393,505.57	11.30.21
12/30/2021	\$ 133.73		Monthly Operating Interest	\$ 111,497.20	\$ 364,474.52	12.31.21
1/31/2022	\$ 109.39		Monthly Operating Interest	\$ 111,606.59	\$ 283,571.96	1.31.22
2/28/2022	\$ 109.63		Monthly Operating Interest	\$ 111,716.22	\$ 245,748.84	2.28.22
<b>TOTALS</b>	<b>\$ 252,463.22</b>	<b>\$ 140,747.00</b>		<b>\$ 111,716.22</b>		

Operating Reserve (Created 2021)	
Unused Operating Reserves (Membrane Reserve)	\$ 220,642.49
FY21 Contingency Allocation	\$ 28,000.00
<b>Operating Reserve Balance</b>	<b>\$ 248,642.49</b>

## Capital Project Fund Balance

(Formerly USDA Reserve & USDA Reserve CD)

Date	Deposits	W/D Amounts	Memo	Fund Balance (See Balance Sheet)	Notes:
<b>FY2021</b>			<b>USDA CD Reserve</b>	<b>\$ 268,128.89</b>	
			<b>USDA Reserve</b>	<b>\$ 160,957.50</b>	\$6873.39 Interest
<b>12/31/2021</b>			<b>Beginning Balance</b>	<b>\$ 429,086.39</b>	
1/31/2021	\$ 172.38		Monthly Interest Reserve	\$ 429,258.77	
2/28/2021	\$ 155.87		Monthly Interest Reserve	\$ 429,414.64	
3/2/2021		\$ 47,213.00	Transfer to Operating FY21 Budget*	\$ 382,201.64	
3/31/2021	\$ 122.17		Monthly Interest Reserve	\$ 382,323.81	
4/30/2021	\$ 3,236.88		CD Reserve Interest	\$ 385,560.69	
4/30/2021	\$ 118.36		Monthly Interest Reserve	\$ 385,679.05	
5/19/2021		\$ 4,985.97	Turbidimeter*	\$ 380,693.08	5/2021 Board approved Turbidimeter
			Electricity for shed	\$ 380,693.08	
5/31/2021	\$ 122.43		Monthly Interest Reserve	\$ 380,815.51	
6/30/2021	\$ 117.57		Monthly Interest Reserve	\$ 380,933.08	
7/20/2021		\$ 2,820.03	CIP-Chemical Room Upgrade*	\$ 378,113.05	\$5000 CIP Approved by Board 7/12/21, Transferred to Operating on 7/21/2021
7/31/2021	\$ 116.27		Monthly Interest Reserve	\$ 378,229.32	
8/31/2021	\$ 114.45		Monthly Interest Reserve	\$ 378,343.77	
9/3/2021		\$ 2,016.75	CIP-Chemical Room Upgrade*	\$ 376,327.02	\$2500 Additional CIP approved by Board 9/13/21
9/30/2021		\$ 513.61	CIP-Chemical Room Upgrade*	\$ 375,813.41	
9/30/2021		\$ 46.96	CIP-Chemical Room Upgrade*	\$ 375,766.45	
9/31/2021	\$ 29.32		Monthly Interest Reserve	\$ 375,795.77	
10/4/2021		\$ 7,781.59	Capital Equip-Polaris Ranger*	\$ 368,014.18	Approved by Board on 9.13.21
10/31/2021	\$ 31.06		Monthly Interest Reserve	\$ 368,045.24	
11/30/2021	\$ 27.96		Monthly Interest Reserve	\$ 368,073.20	
		\$ 1,314.27	CIP-Chemical Room Upgrade*	\$ 366,758.93	
		\$ 4,480.00	Turbidimeter*	\$ 362,278.93	Approved by Chair 11.29.21
12/31/2021			Monthly Interest Reserve	\$ 362,278.93	
		\$ 2,050.00	Palintest*	\$ 360,228.93	Board approved 12.6.21
12/31/2021	\$ 28.52		Monthly Interest Reserve	\$ 360,257.45	
1/11/2022	\$ 5,000.00		Close out of Payroll Account	\$ 365,257.45	Board approved 1.10.2022
1/31/2022	\$ 27.43		Monthly Interest Reserve	\$ 365,284.88	
2/28/2022	\$ 25.22		Monthly Interest Reserve	\$ 365,310.10	
<b>TOTALS</b>	<b>\$ 9,445.89</b>	<b>\$ 73,222.18</b>		<b>\$ 365,310.10</b>	

Capital Budget (Created 2021)	
Cash Available for Capital Projects:	
Certificate of Deposit	\$ 264,921.91
(Unused reserves after bond refunding)	
Money Market Account	\$ 110,078.09
(Unused reserves after bond refunding)	
<b>Capital Project Expenditure Beginning Balance</b>	<b>\$ 375,000.00</b>

**Sinclair Water Authority**  
**Balance Sheet**  
As of February 28, 2022

	Feb 28, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
58.2000 · Cash	
11.1111 · Exchange Bank Operating	245,748.84
11.1120 · Exchange - Reserve	93,919.11
11.1140 · CD - Reserve	271,365.77
11.1150 · Petty Cash	100.00
11.1200 · Cash With Fiscal Agent	398,938.46
58.2000 · Cash - Other	-205.39
<b>Total 58.2000 · Cash</b>	<b>1,009,866.79</b>
<b>Total Checking/Savings</b>	<b>1,009,866.79</b>
<b>Accounts Receivable</b>	
11.1900 · Accounts Receivable	182,410.19
<b>Total Accounts Receivable</b>	<b>182,410.19</b>
<b>Other Current Assets</b>	
11.3800 · Prepaid Assets	29,645.00
<b>Total Other Current Assets</b>	<b>29,645.00</b>
<b>Total Current Assets</b>	<b>1,221,921.98</b>
<b>Fixed Assets</b>	
11.7100 · Land & Row	76,763.35
11.7400 · Water Treatment Plant	18,253,029.56
11.7410 · Accum Depr-Buildings	-6,769,489.90
11.7500 · Machinery and Equipment	133,684.89
11.7510 · Accum Depr-Machinery & Equip	-83,318.73
11.7630 · CIP-CL02 Project	-349.95
11.7635 · CIP-Chemical Storage Room	6,711.62
<b>Total Fixed Assets</b>	<b>11,617,030.84</b>
<b>Other Assets</b>	
11.9000 · Deferred Outflows of Resources	
11.9300 · Defrred Outflw of Resrc-Pension	17,623.00
<b>Total 11.9000 · Deferred Outflows of Resources</b>	<b>17,623.00</b>
11.9400 · Def Outfl of Res-Unam Bd Iss Cs	111,185.33
11.9500 · Def Outflows - Membrane Replace	182,203.13
<b>Total Other Assets</b>	<b>311,011.46</b>
<b>TOTAL ASSETS</b>	<b>13,149,964.28</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
12.1122 · VISA	-0.97
<b>Total Credit Cards</b>	<b>-0.97</b>
<b>Other Current Liabilities</b>	
12.1190 · Accrued Payables	4,422.15
12.1200 · Accrued Salaries Payable	14,544.30
12.1400 · Emplr's part of E-ye Benefits	
12.1415 · BCBS-Vision	9.97
<b>Total 12.1400 · Emplr's part of E-ye Benefits</b>	<b>9.97</b>

**Sinclair Water Authority**  
**Balance Sheet**  
**As of February 28, 2022**

	Feb 28, 22
12.1435 · Compensated Absences Payable	6,610.12
12.2400 · Accrued Interest Payable	119,248.93
<b>Total Other Current Liabilities</b>	<b>144,835.47</b>
<b>Total Current Liabilities</b>	<b>144,834.50</b>
<b>Long Term Liabilities</b>	
12.5265 · Net Pension Liability	32,379.00
12.5300 · Notes Payable non-current	
12.5320 · GEFA Loan Payable 2013	90,435.63
12.5330 · GEFA Loan Payable 2014	830,984.58
<b>Total 12.5300 · Notes Payable non-current</b>	<b>921,420.21</b>
12.5660 · Series 2019 Bonds Payable	11,025,000.00
12.9000 · Deferred Inflows of Resources	
12.9300 · Deferd Inflows of Resrs-Pension	18,254.00
<b>Total 12.9000 · Deferred Inflows of Resources</b>	<b>18,254.00</b>
12.9310 · Def Inflows of Res-S19 Bd Prem	1,652,553.93
<b>Total Long Term Liabilities</b>	<b>13,649,607.14</b>
<b>Total Liabilities</b>	<b>13,794,441.64</b>
<b>Equity</b>	
13.2400 · Contributed Capital-USDA	1,907,000.00
13.3700 · Retained Earnings	-2,532,843.68
13.3790 · Prior Period Adjustment	13,956.25
13.3791 · PPA-Change in Accounting Method	-46,757.57
13.3792 · PPA-Change in Acctg Principle	-114,216.00
13.3793 · PPA - Correction to Deferred Re	-5,771.51
Net Income	134,155.15
<b>Total Equity</b>	<b>-644,477.36</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>13,149,964.28</b>

Sinclair Water Authority  
**Profit & Loss Budget Performance 2020**  
 January through February 2022

8:23 AM  
 03/10/2022  
 Accrual Basis

	<u>Jan - Feb 22</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>	
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>34.4200 · Water sales</b>					
34.4210 · Water sales - Baldwin	200,510.88	200,510.88	100.0%	1,203,065.00	
34.4220 · Water sales - Putnam	164,054.36	164,054.36	100.0%	984,326.00	
<b>Total 34.4200 · Water sales</b>	<u>364,565.24</u>	<u>364,565.24</u>	<u>100.0%</u>	<u>2,187,391.00</u>	
36.1000 · Interest Earned	136.82	1,333.34	10.26%	8,000.00	
38.9000 · Other Income	235.21				
38.9000 · Other Income	44,563.00	44,563.00	100.0%	44,563.00	
<b>Total Income</b>	<u>409,500.27</u>	<u>410,461.58</u>	<u>99.77%</u>	<u>2,239,954.00</u>	
<b>Gross Profit</b>	<u>409,500.27</u>	<u>410,461.58</u>	<u>99.77%</u>	<u>2,239,954.00</u>	
<b>Expense</b>					
<b>51 · Pers Serv &amp; Benefits</b>					
<b>51.2000 · Employee Benefits</b>					
51.2100 · Group Health Insurance	0.00				To be refunded
51.2120 · BCBS-Dental	392.25				Refunded
51.2130 · BCBS-Vision	29.82				Refunded
51.2460 · Pension Plan	0.00	1,000.00	0.0%	6,000.00	
51.2900 · Group Life Insurance	205.39				Refunded
<b>Total 51.2000 · Employee Benefits</b>	<u>627.46</u>	<u>1,000.00</u>	<u>62.75%</u>	<u>6,000.00</u>	
<b>Total 51 · Pers Serv &amp; Benefits</b>	<u>627.46</u>	<u>1,000.00</u>	<u>62.75%</u>	<u>6,000.00</u>	
<b>52 · Services</b>					
<b>52.1000 · Professional &amp; technical</b>					
<b>52.1200 · Professional services</b>					
52.1210 · Legal Fees	0.00	166.68	0.0%	1,000.00	
52.1220 · Accounting Services	800.00	3,750.00	21.33%	22,500.00	
52.1230 · Operations Management	173,912.84	173,912.84	100.0%	1,043,477.00	
<b>Total 52.1200 · Professional services</b>	<u>174,712.84</u>	<u>177,829.52</u>	<u>98.25%</u>	<u>1,066,977.00</u>	
<b>52.1300 · Technical services</b>					
52.1320 · Computer Services	423.87	1,063.00	39.88%	6,378.00	
52.1330 · Laboratory Testing	171.13				ESG
52.1340 · Payroll Processing	258.25				FY21
<b>Total 52.1300 · Technical services</b>	<u>853.25</u>	<u>1,063.00</u>	<u>80.27%</u>	<u>6,378.00</u>	
<b>Total 52.1000 · Professional &amp; technical</b>	<u>175,566.09</u>	<u>178,892.52</u>	<u>98.14%</u>	<u>1,073,355.00</u>	



	<u>Jan - Feb 22</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
<b>52.2000 · Property services</b>				
<b>52.2700 · Membrane Maintenance Services</b>	19,278.00	19,278.00	100.0%	19,278.00
<b>Total 52.2000 · Property services</b>	<u>19,278.00</u>	<u>19,278.00</u>	<u>100.0%</u>	<u>19,278.00</u>
<b>52.3000 · Other services</b>				
<b>52.3100 · Insurance Expense</b>	0.00	4,666.68	0.0%	28,000.00
<b>52.3200 · Telephone (communications)</b>	737.84	666.68	110.67%	4,000.00
<b>52.3300 · Advertising</b>	0.00	120.00	0.0%	720.00
<b>52.3850 · Contract Labor</b>	525.00	1,166.68	45.0%	7,000.00
<b>Total 52.3000 · Other services</b>	<u>1,262.84</u>	<u>6,620.04</u>	<u>19.08%</u>	<u>39,720.00</u>
<b>Total 52 · Services</b>	<u>196,106.93</u>	<u>204,790.56</u>	<u>95.76%</u>	<u>1,132,353.00</u>
<b>53 · Supplies</b>				
<b>53.1200 · Utilities / Energy</b>	30,267.53	27,500.00	110.06%	165,000.00
<b>53.1220 · Raw Water Withdrawal</b>	0.00	8,833.34	0.0%	53,000.00
<b>Total 53 · Supplies</b>	<u>30,267.53</u>	<u>36,333.34</u>	<u>83.31%</u>	<u>218,000.00</u>
<b>Total Expense</b>	<u>227,001.92</u>	<u>242,123.90</u>	<u>93.75%</u>	<u>1,356,353.00</u>
<b>Net Ordinary Income</b>	<u>182,498.35</u>	<u>168,337.68</u>	<u>108.41%</u>	<u>883,601.00</u>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>56 · Depreciation &amp; amortization</b>				
<b>56.1500 · Membrane Replacement Contract</b>	121,500.00	121,500.00	100.0%	121,500.00
<b>Total 56 · Depreciation &amp; amortization</b>	<u>121,500.00</u>	<u>121,500.00</u>	<u>100.0%</u>	<u>121,500.00</u>
<b>58 · Debt service</b>				
<b>58.1330 · GEFA Loan #1 Principal</b>	1,059.72	1,083.34	97.82%	6,500.00
<b>58.1340 · GEFA Loan #2 Principal</b>	7,562.69	7,725.00	97.9%	46,350.00
<b>58.1350 · Series 2019 Principal</b>	37,500.00	37,500.00	100.0%	225,000.00
<b>58.2310 · GEFA Loan #1 Interest Expense</b>	323.86	301.68	107.35%	1,810.00
<b>58.2320 · GEFA Loan #2 Interest Expense</b>	3,221.13	3,066.68	105.04%	18,400.00
<b>58.2350 · Series 2019 Interest</b>	77,082.40	77,150.00	99.91%	462,900.00
<b>58.3000 · Fiscal Agent Fees</b>	0.00	358.34	0.0%	2,150.00
<b>Total 58 · Debt service</b>	<u>126,749.80</u>	<u>127,185.04</u>	<u>99.66%</u>	<u>763,110.00</u>
<b>Total Other Expense</b>	<u>248,249.80</u>	<u>248,685.04</u>	<u>99.83%</u>	<u>884,610.00</u>
<b>Net Other Income</b>	<u>-248,249.80</u>	<u>-248,685.04</u>	<u>99.83%</u>	<u>-884,610.00</u>
<b>Net Income</b>	<u><u>-65,751.45</u></u>	<u><u>-80,347.36</u></u>	<u><u>81.83%</u></u>	<u><u>-1,009.00</u></u>