

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 73
PERRY, FLORIDA 32348
Voice (850) 838-2674
Fax (850) 223-1552

MINUTES OF REGULAR COMMISSION MEETING
July 21, 2004

1. The meeting was held at the new District Building at 5:00 PM July 21, 2004. Present were Commissioners: Floyd Ford, Glenn Senter, Sandra Hatcher, Travis Beach, Jim Moody and Danny Everett Mike McKinney; TCU Staff; Sandra Bolton, Jim Gooding, David Morgan, John Gentry. Chairman Ford declared that a quorum was present.
2. Bob Blalock, Mike Smith George Stamos and Debbie Casey were welcomed as guests at the meeting.
3. The minutes of the June 16, 2004 meeting were approved. Motion by Beach, second by Senter, unanimous.
4. Chairman Ford stated that based on his research of the issue of allowable connections to the sewer system, he still has questions whether all of the Keaton Beach Townhouses may be connected. Mike Smith disagreed with Chairman Ford's position saying he believes that multi-family connections are allowable on platted lots. To resolve the issue, a conference call to Mr. Pittman with RD will be arranged for later in the week to discuss this specific situation.

George Stamos discussed the letter he had written stating his concern with Mike Smith representing the Board and development interests that are seeking to connect to the utility system. This issue was discussed but not resolved.

5. Staff and Committee Reports:

- Five customers have not yet signed the easement agreement. Sandra Bolton is to send a list to Mike Smith. Commissioners to contact those who have not signed and try and persuade them. Letter will go out after next meeting if no resolution. The check to JEA has gone out.
- There are no standing committees at this time.

6. Old Business:

- Jim and David will try and have the internal office walls in the District Building finished by next meeting.

7. New Business:

- Mike Smith is to draft a resolution authorizing Board to execute contract documents pending approval by the Engineer, Attorney and RDA.
- The sewer project is now fully funded w/ a 5% contingency and \$32,000 of cushion. The pre-construction conference, final documents and ground breaking will take place in August.

TAYLOR COASTAL WATER & SEWER DISTRICT
MINUTES OF REGULAR COMMISSION MEETING

July 21, 2004

Page 2

- Bids for interim construction funding were received from Capital City and Citizen's Bank. Motion to accept bid from Capital City Bank by Travis Beach, second by Sandra Hatcher, unanimous.
 - After discussion, Mike McKinney made a motion to accept the proposal from Waters and Company for Accounting Services, second by Hatcher, unanimous.
 - Sandra Hatcher and Glen Senter agreed to be on the selection committee for the Office Manager position.
 - Travel reimbursement policy – the work location for new employees, Jim Gooding and David Morgan is the District Building. They will be reimbursed for work related travel, but not travel to their work location. John Gentry will report to the District Building on two days each week once the sewer project starts. Travel to the building on those days will not be reimbursed. Work related travel away from the building on those days will be reimbursed. Work related travel for meetings, emergencies, etc. on other days will be reimbursed from John's Office in Perry. John's schedule for the number of days at the District Building may need to be adjusted as the workload goes up or down. Sandra Bolton is preparing to leave her position with TCU once new employees assume her duties. During this transition, her work location for travel purposes will continue to be her Office in Perry.
 - The amount of extra money to construct an elevated storage tank versus a parallel water line was discussed. Floyd has asked Alan Boyd for help in funding the difference
8. There were no additional comments from the guest that were present. After reviewing all of the outstanding invoices, the amount owed R.W. Meissner and Associated for work on the sewer project is approximately \$13,400.
9. Travis Beach made a motion to adjourn, second by McKinney, unanimous.

Board Actions:

1. Set up a teleconference with RDA to discuss the KBT sewer connection.
2. Commissioners to contact those who have not signed easement.
3. Accepted the proposal from Capital City Bank for interim construction financing.
4. Accepted the proposal for accounting services from Waters and Company.
5. Established a travel reimbursement policy for employees.

TAYLOR COASTAL WATER & SEWER DISTRICT
MINUTES OF REGULAR COMMISSION MEETING

July 21, 2004

Page 3

Action Items:

1. Jim and David to continue work on the District Building
2. Sandra B to send list of those who have not signed to M. Smith.
3. M. Smith to draft resolution authorizing Board to execute contract documents.

John K. Gentry, P.E.
General Manager