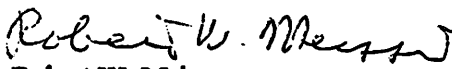


TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.

MINUTES OF BOARD MEETING  
January 15, 1997

1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Travis Beach, Betty Towles, Larry Murphy, Bob Meissner, Mike McKinney, Jim Gooding, Sandra Bolton and Jim Moody. A quorum was declared.
2. The minutes of the meeting December 4, 1996 were read and approved. Motion by Towles, second by McKinney, unanimous.
3. The Treasurer's report was received. Bob Meissner reported that the checking account balance was approximately 10,000. He recommended that 5,000 be moved to the debt reserve account. This was approved. Motion by Beach, second by McKinney, unanimous.
4. Jim Moody was welcomed as a visitor.
5. Bob Meissner reported that the permit had been received on the Jody Morgan Grade extension.
6. Bob Meissner discussed the progress of the financial audit. All the bank accounts from July 1, 1995 to June 30, 1996 have been placed in the Peachtree Accounting System. All audit material is in the office of the accountant. It is expected to be finished by January 30, 1997.
7. The annual meeting was discussed. It was decided to have ask the ladies of the Blue Creek Baptist Church to serve a light dinner. Bob Meissner was asked to arrange details with the proper person in the Church. The Board decided to ask Garry Allshouse, the Environmental Health Director of the Taylor County Health Department to speak at the meeting. Three Officers will have to be elected for 3 year terms. The terms of Travis Beach, Betty Towles and Larry Murphy will expire. They may be reelected.
8. Travis Beach discussed the possibilities of purchase of an acre of land for a future well when one is needed. He reported that he is continuing to look for an opportunity to secure an acre along the north side of 361 between the present well site and the Dekle Beach turnoff.
9. The Board approved sending a turn off letter to Mike Archer. This will be sent with the bill at the end of January and will set the turn off date on February 15, 1997 if the overdue balance is not paid. Motion by McKinney, second by Towles, unanimous.
10. The meeting was adjourned.

  
Robert W. Meissner  
Secretary/Treasurer

**TAYLOR COASTAL UTILITIES, INC.**  
**POST OFFICE BOX 1126**  
**PERRY, FL 32348**  
**(904) 578-2277.**

**MINUTES OF BOARD MEETING**  
**March 19, 1997**

1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Travis Beach, Larry Murphy, Bob Meissner, Mike McKinney, Bob Ballinger, Jim Gooding and Sandra Bolton. A quorum was declared.
2. The minutes of the January 15, 1997 Board meeting were read and approved. The minutes of the Annual Meeting on February 6, 1997 were read and approved. Motion by Murphy, second by McKinney, unanimous. There was no Board meeting in February because of the annual meeting.
3. The Treasurer's report was presented in Peachtree. It was reviewed by the Board. Bob Meissner reported that accounting is now being done in Peachtree and reports will be brought to the Board meeting each month showing the previous months activity and balances. The report was accepted. Motion by McKinney, second by Murphy, unanimous.
4. Officers were elected as follows: Travis Beach, President; Mike McKinney, Vice President; and Bob Ballinger, Secretary/Treasurer. Motion by Murphy, second by Meissner, unanimous.
5. The President suggested the need of having a General Manager. Several Board members expressed the opinion that the Corporation was in a position now to create this paid position. Discussion lead to the suggestion that Bob Meissner resign from the Board and be appointed to this position. A monthly payment of \$300.00 was approved for usual services of the position. The Board also expressed interest in keeping Bob Meissner as engineer for the Corporation. Engineering services would be itemized separately at \$10.00 per hour. Bob expressed interest in providing both of these services on a contract basis. A contract will be presented for approval at the next meeting. Bob resigned from Board. The Board approved the plan. Motion by McKinney, second by Murphy, unanimous.
6. The resignation of Lewis Moody from the Board was accepted. Motion by Ballinger, second by Murphy, unanimous. The Board members were asked by the President to bring suggestions for two new Board Members to the next meeting. The election will be for terms which expire at the next Annual Meeting.
7. The Audit of last years operation was read and accepted. Several items needing a change in procedure were discussed and the minor procedural changes will be made.. Ms. Waters bill was approved for payment. Motion by McKinney, second by Ballinger, unanimous.
8. Bob Meissner advised the Board that the DEP had reviewed the additional testing they did on our new well and have found that it will be satisfactory from the standpoint of bacteriological testing. Now chemical testing will be done on the well. Chemical testing is also needed on the existing wells this year. The Board approved both tests. Each will be approximately \$1600. Motion by Ballinger, second by Murphy, unanimous.
9. Sandra Boston distributed the water usage report and the overdue billing report. The Board authorized sending a late notice to Jerry Cauthon and a cut off notice to Mike Lusby. Motion by Murphy, second by Ballinger, unanimous.
10. Sandra Bolton reported that the Corporation has been using office furniture belonging to Bob Meissner. She requested approval to purchase a desk and computer table combination, and a file cabinet. Total cost will be approximately \$1,200. Motion Murphy, second Ballinger, unanimous.

TAYLOR CAPITAL UTILITIES INC.  
PORT OFFICE BOX 104  
BERRY, HI 96748  
(904) 738-2377

MINUTES OF BOARD MEETING  
March 19, 1997

1. The meeting was held at the Board Room at 7:00 PM. Present were: Board, James Murphy, Bob McManus, Mike McManus, Bob McManus, Jim McManus, Jim McManus and Sandra Bohm. A quorum was declared.
2. The minutes of the January 13, 1997 Board meeting were read and approved. The minutes of the Annual Meeting on February 6, 1997 were read and approved. Motion by Murphy, second by McManus, unanimous. There was no Board meeting in February because of the annual meeting.
3. The Treasurer's report was presented in French. It was reviewed by the Board. Bob McManus reported that accounting is now being done in French and reports will be brought to the Board meeting each month showing the previous month's activity and balance. The report was accepted. Motion by McManus, second by Murphy, unanimous.
4. Officers were elected as follows: Travis Bohm, President; Mike McManus, Vice President; and Bob Ballinger, Secretary; Treasurer. Motion by Murphy, second by McManus, unanimous.
5. The President suggested the need of having a General Manager. Several Board members expressed the opinion that the Commission was in a position now to create this position. Discussion led to the suggestion that Bob McManus resign from the Board and be appointed to this position. A monthly payment of \$300.00 was approved for trial services of his position. The Board also expressed interest in keeping Bob McManus as engineer for the Corporation. Engineering services would be retained separately. \$100.00 per month. Bob expressed interest in providing both of these services on a contract basis. A contract will be presented for approval at the next meeting. Bob resigned from the Board. The Board approved the plan. Motion by McManus, second by Murphy, unanimous.
6. The resignation of Bob McManus from the Board was accepted. Motion by Ballinger, second by Murphy, unanimous. The Board members were asked by the President to bring an opinion for two new Board members to the next meeting. The election will be for terms which expire at the next Annual Meeting.
7. The Board's financial statement was read and accepted. Several items were noted as changes in position were discussed and the motion provided changes will be made. The motion was approved for payment. Motion by McManus, second by Ballinger, unanimous.
8. Bob McManus advised the Board that the DEP had allowed the additional land they had on site as well as the land that will be satisfactory from the standpoint of environmental testing. Low chemical testing will be done on the land. Chemical testing is also needed on the existing wells this year. The Board approved both items. Motion by Ballinger, second by Murphy, unanimous.
9. Sandra Bohm reported that she had reviewed the evening billing report. The Board authorized sending a notice to Jerry (union and a set of notices to Billie Lacey. Motion by Murphy, second by Ballinger, unanimous.
10. Sandra Bohm reported that the Corporation has been using office furniture belonging to Bob McManus. She requested approval to purchase a desk and chair table combination and a file cabinet. Total cost will be approximately \$1,200. Motion by Murphy, second by Ballinger, unanimous.

**Minutes of Board Meeting March 19, 1997 cont' d.**

11. The construction of the extension on Jody Morgan Grade was discussed. Travis Beach disqualified himself. Freddy Stephenson agreed to do the construction for the same price as the Fish Creek extension and the Blue Creek Extension. The cost was \$1.50 for installation and approximately .90 for pipe. Several valves will also be needed. A detailed estimate will be made before the contract is written with Freddy Stephenson. The Board decided to proceed with construction as soon as funds are available. Motion by Murphy, second by Ballinger, unanimous.

12. The Board discussed the need for sewage at Ezell Beach. Most lots will not be able to support construction because there is not enough land left for a septic tank system. Bob Meissner was asked to investigate the possibility of constructing a large septic tank system to serve Ezell Beach.

10. The meeting was adjourned.



**Robert W. Meissner  
General Manager**

11. The construction of the extension on Lady Morgan Road was discussed. Brian Beach (representing himself, Freddy Stigerson agreed to do the construction for the same price as the high block extension and the Blue Creek Extension. The cost was \$1.50 for installation and approximately \$90 for pipe. Several valves will also be needed. A detailed estimate will be made before the contract is written with Freddy Stigerson. The board decided to proceed with construction as soon as funds are available. Motion by Anthony second by Ballinger unanimous.

12. The board discussed the need for sewage at Hill Beach. Most lots will not be able to support construction because there is not enough land left for a septic tank system. Bob Meissner was asked to investigate the possibility of constructing a large septic tank system to serve Hill Beach.

10. The meeting was adjourned.

Robert W. Meissner  
General Manager

TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.

MINUTES OF BOARD MEETING  
April 23, 1997

1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Directors Travis Beach, Larry Murphy, Betty Towles, Mike McKinney, Bob Ballinger and Staff Jim Gooding Sandra Bolton and Bob Meissner. A quorum was declared. The meeting was rescheduled from the usual third Wednesday due to a death in the family of Travis Beach.
2. The minutes of the March 19, 1997 Board meeting were read and approved. Motion by Murphy, second by Ballinger, unanimous
3. The Treasurer's report was presented. Mike McKinney discussed the new format in Peachtree Accounting. He also discussed the important items that were added to present a full picture of the Corporations financial condition.
4. Sandra Boston discussed the overdue billing report. The Board authorized sending a cut off notice Banister.
5. The Board decided to offer the seat vacated by Lewis Moody to Jim Moody. Motion by Beach, second by Murphy, unanimous. The seat vacated by Bob Meissner will be reviewed at the next meeting. Travis Beach will determine the interest of several area residents.
6. The Board expressed interest in reconsidering the \$500 connection fee. The decision was to return the connection fee to \$250.00 as long as the connection cost does not exceed \$250.00. People who have paid \$500.00 will be contacted and offered a cash refund or application of the refund on future bills. Motion by Towles, second by Murphy, unanimous.
7. The construction of Jody Morgan grade was discussed. One day will be needed for the tie-in to the existing system. This will be scheduled for the second Monday in June if possible. The paved road will be cut and the installation will be made as permitted.
8. Bob Meissner was asked to send a letter to Ezell Beach landowners to determine how much interest there is in providing sewer service to that area.
9. The meeting was adjourned.



Robert W. Meissner  
General Manager

TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.

AGREEMENT FOR SERVICES AS  
GENERAL MANAGER AND ENGINEER

1. This agreement, dated March 19, 1997, by and between R. W. Meissner and Associates, Inc. and Taylor Coastal Utilities, Inc. covers services furnished from March 19, 1997 until modified, superseded or terminated.

2. This agreement requires that R. W. Meissner and Associates, Inc. provide two distinct types of services.

A. Robert W. Meissner will serve as General Manager. This position is recognized as part time at present. Mr. Meissner will provide all management and administrative services that he has been providing to this date. In addition he will assume all related General Management duties that relate to the ongoing operation as they develop. Mr. Meissner will retain management and general administrative files (Sandra will continue to maintain all files that relate to accounting records and customer records). Mr. Meissner will continue to serve as Secretary and Treasurer of the Corporation. He will continue to be on the bank signature card for the checking account with the President and Vice President. Mr. Meissner will continue to receive all bank statements and reconcile all bank accounts monthly.

B. Robert W. Meissner, P. E., will serve as the Engineer for the Corporation in all matters concerning design and construction of new facilities and special projects. This will include planning, permitting, and construction management.

3. Bob Meissner will be responsible to ensure that all policies of the Board and all requirements of the Corporate Charter, By-Laws, and Rules and Regulations are followed. He shall be responsible for all communication with governmental agencies and the annual audit. Other people working for the Corporation in various capacities will report to the General Manager.

4. Bob Meissner will be paid \$300 per month for his services as General Manager. He will be paid at the rate of \$10.00 per hour for Engineering services. The monthly billing shall separate these two items. Hourly billing shall show dates of the service and a brief description of work covered.

5. Terms of this agreement may be modified at any time by mutual consent. Either party may terminate this agreement with 3 months written notice to the other party.

IN WITNESS THEREOF, THE PARTIES HAVE CAUSED THESE PRESENTS TO BE EXECUTED.

  
R. W. Meissner And Associates, Inc., Robert W. Meissner, Vice President

April 6, 1997  
Date

  
Taylor Coastal Utilities, Inc., Travis Beach, President

6 APR 97  
Date

Post Office Box 1304  
Perry, FL 32348  
March 19, 1997

Taylor Coastal Utilities, Inc.  
Post Office Box 1126  
Perry, FL 32348

Attn: Mr. Travis Beach, President

Subject: Resignation from the Board of Directors

Dear Mr. Beach:


In the light of the discussion at the Board Meeting on March 19, 1997 I wish to submit my resignation from the Board of Directors in order to accept the position of General Manager.

I sincerely appreciate the confidence you and others on the Board and in the Beach Community have placed in me over the past 3 years while we were getting this Corporation started. It has been a great satisfaction to me to see all our efforts bear fruit.

I am looking forward to the challenges of this new position. At present it will be similar to the things that I have been doing but I feel that in the not to distant future there will be a lot more activity at the Beaches and a lot more demands on Taylor Coastal Utilities, Inc.

Thanks again to you and the entire Board for making our success possible and for giving me this opportunity.

Sincerely,

  
Robert W. Meissner



**TAYLOR COASTAL UTILITIES, INC.**  
**POST OFFICE BOX 1126**  
**PERRY, FL 32348**  
**(904) 578-2277.**

**MINUTES OF BOARD MEETING**  
**May 28, 1997**

1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Directors Travis Beach, Larry Murphy, Betty Towles, Bob Ballinger and Staff Sandra Bolton and Bob Meissner. A quorum was declared. The meeting was rescheduled from the usual third Wednesday due to Bob Meissner being out of town.
2. The minutes of the April 23, 1997 Board meeting were read and approved. Motion by Murphy, second by Towles, unanimous
3. Sandra Bolton discussed the water use and billing Directors Report.
4. Jim Moody agreed to serve on the Board. The Board confirmed his appointment. Motion by Towles, second by Murphy, unanimous.
5. Travis Beach requested that the seat vacated by Bob be filled at the next meeting. Melvin Bowden was discussed by the board and the Board agreed that this would be a good selection if Melvin would serve.
6. Plans are nearly complete for the Jody Morgan Grade construction. Field activity will start in early to mid June.
7. Bob presented a proposal for property insurance. The annual premium would be \$529 per year and the coverage was somewhat limited due to our proximity to the coast. The Board felt that our risk was not great enough to justify this cost. Bob was asked to contact Jerry Ausley to see if he could waive this requirement of our Farmers Home Loan Agreement.
8. We received 15 positive responses to our letter to Ezell Beach landowners about their desire to discuss sewer possibilities. Several people on Keaton Beach have discussed an interest with various Board members. Bob Meissner was asked to record their interest. The Board asked Bob to move ahead with feasibility studies to explore various possible systems and to document on a map the location of interested landowners.
9. Several people have asked to have their meters moved for various reasons. The Board would like to help people move their meters if they wish but the cost would have to be charged to the landowner. Bob was asked to bring cost information and a possible policy statement to the next meeting.
10. The meeting was adjourned.

  
Robert W. Meissner  
General Manager

TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.

MINUTES OF BOARD MEETING  
June 18, 1997

1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Directors Travis Beach, Betty Towles, Mike McKinney, Jim Moody and Staff Jim Gooding, Sandra Bolton and Bob Meissner. Guests Mr. & Mrs. Jimmy Mincy, Joan Holt and Melvin Bowden were also present. A quorum was declared.
2. The guests were present to discuss sewage service. The Board agreed to adjust the agenda to complete this discussion first for the convenience of the guests. Plans for substantial development between 361 and the Gulf were discussed. The Board adopted Resolution #1 to demonstrate our desire to provide both water and sewage service for all customers in our area of service. The Board also adopted Resolution #2 supporting short term solutions such as cluster systems which may allow temporary relief for landowners who need or want sewer service more quickly than possible with a complete system. The Board authorized these resolutions and approved proceeding immediately with planning for both immediate needs and long term needs. An engineer will be secured and development of alternate plans and various funding sources will be explored. Motion by McKinney, second by Towles, unanimous.
3. The minutes of the May 28, 1997 Board meeting were read and approved. Motion by Towles, second by McKinney unanimous.
4. Bob Meissner handed out copies of the income statement, balance sheet and account reconciliation for May. There are sufficient funds to proceed with the Jody Morgan extension.
5. Sandra Bolton discussed the Directors Report and delinquent accounts. A revised payment plan will be presented to Mike Lusby with late charges removed. In the event he does not pay on schedule his water will be cut off without additional notice. The Board approved. Motion by McKinney, second by Towles, unanimous.
6. Jim Gooding reported on completion of the connection at the main line for the Jody Morgan extension.
7. Melvin Bowden agreed to serve on the Board. the Board confirmed his appointment. Motion by Towles, second by McKinney, unanimous.
8. It was reported that Daniel Crapps is planning a subdivision behind the water plant property. He wants to be assured a water supply. As with other developers, he will be asked to participate in the cost of pipeline installation.
10. The meeting was adjourned.



Robert W. Meissner  
General Manager

TAYLOR COASTAL PLANNING BOARD  
POST OFFICE BOX 1138  
BERRY, VA 22918  
(904) 278-2227

MINUTES OF BOARD MEETING  
JAN 18, 1987

1. The meeting was held at the Raccoon Beach Marina at 7:00 PM. Those who attended were: Board Members, Mike McKinney, Jim Hoody and Stan Jim Gooding, Sandra Bohm and Bob McManis. Guest Mr. & Mrs. Randy Allen, Joan Hov and Melvin Bowen were also present. A quorum was declared.

2. The guests were present to discuss sewage service. The Board agreed to sign the agenda to complete the discussion last for the consideration of the guests. Plans for substantial expansion between 1981 and the 1987 were discussed. The Board adopted Resolution #1 to demonstrate our desire to provide both water and sewage service for all residential units. The Board also adopted Resolution #2 supporting their own solution such as other residential units. The Board authorized these resolutions and approved proceeding immediately with planning for both residential and long term needs. An engineer will be selected and development of alternate plans and various funding sources will be explored. Motion by McKinney, second by Bowen, unanimous.

3. The minutes of the July 28, 1987 Board meeting were read and approved. Motion by Bowen, second by McKinney, unanimous.

4. Bob McManis handed out copies of the income statement, balance sheet and account reconciliation for 1987. There are sufficient funds to proceed with the body program expansion.

5. Sandra Bohm discussed the Director Report and financial account. A revised payment plan will be presented to Mike Landy and the charges removed. In the event the does not pay on schedule the water will be cut off. Motion by McKinney, second by Bowen, unanimous.

6. Jim Gooding reported on completion of the room down at the main line for the body program expansion.

7. Melvin Bowen asked to serve on the Board. The Board consented his appointment. Motion by Bowen, second by McKinney, unanimous.

8. It was reported that Board Group is planning a subdivision behind the water plant property. The water to be pumped is water supply. As with other developers, he will be asked to participate in the cost of pump-out installation.

10. The meeting was adjourned.

Robert W. McManis  
General Manager

**TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.**

**RESOLUTION #1  
June 18, 1997**

**A resolution stating our desire to provide SEWAGE AND WATER service to all customers within our service area and specifically addressed to LONG RANGE PLANNING for central sewage collection, treatment and disposal which will serve the needs of both existing and new customers.**

**Whereas proper sewage collection, treatment and disposal is essential to a healthy environment and;**

**Whereas coastal communities have unique problems with disposal of sewage from both individual homes and businesses and;**

**Whereas conventional septic tanks are not suited to operation in low areas and areas near canals, rivers, lakes and coastal waters and;**

**Whereas new development which will substantially expand our tax base and job opportunities, is dependent on a safe, high quality water supply and an environmentally safe sewage disposal system and;**

**Whereas Taylor Coastal Utilities, Inc., a Not-for-Profit Corporation managed by local citizens, is chartered to provide all utility services in its service area and;**

**Whereas Taylor Coastal Utilities, Inc., has a reputation for sound fiscal and technical management with Governmental Agencies which may provide funding for water and sewer projects and;**

**Whereas Taylor Coastal Utilities, Inc. has established a reputation for reliable, high quality water service and;**

**Whereas Taylor Coastal Utilities, Inc. has a management and operating structure already in place and;**

**Whereas all sewer customers will be water customers and a common billing process will used with customers receiving one bill;**

**WE THEREFORE state our desire to proceed immediately with long range planning toward a central sewage collection, treatment and disposal system designed to serve 1,500 homes initially and 3,000 homes in 5 to 10 years.**

**This resolution approved by the Board of Directors on June 18, 1997.**

  
**Travis Beach  
President**

**TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.**

**RESOLUTION #2  
June 18, 1997**

**A resolution stating our desire to provide SEWAGE AND WATER service to all customers within our service area and specifically addressed to SHORT RANGE PLANNING FOR CLUSTER SYSTEM SEWAGE collection, treatment and disposal which will serve the immediate needs of both existing and new building occupants.**

**Whereas proper sewage collection, treatment and disposal is essential to a healthy environment and;**

**Whereas coastal communities have unique problems with disposal of sewage from both individual homes and businesses and;**

**Whereas conventional septic tanks are not suited to operation in low areas and areas near canals, rivers, lakes and coastal waters and;**

**Whereas septic tank systems consume a substantial portion of the small beach lots and are unreliable and unsightly and;**

**Whereas development which will substantially expand our tax base and job opportunities, is dependent on environmentally safe sewage disposal and;**

**Whereas some landowners cannot rebuild on beachfront property they have owned for many years because there is insufficient land for sewage treatment and disposal and;**

**Whereas some businesses cannot open or expand without an environmentally save sewage collection, treatment and disposal system and;**

**Whereas it is desirable to offer an immediate alternate to repairing and installing septic tanks adjacent to canals and coastline beach wherever this can be made economically feasible;**

**WE THEREFORE state our desire to proceed immediately with planning alternative collection, treatment, and disposal cluster systems to serve isolated areas of need and interest. These systems will be designed to tie into the central system when it becomes available. Every effort will be made by Taylor Coastal Utilities, Inc., to assist landowners to find creative means by which immediate needs can be met within the framework of existing State regulations.**


**This resolution approved by the Board of Directors on June 18, 1997.**

  
**Travis Beach  
President**

TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.

MINUTES OF BOARD MEETING  
July 16, 1997


1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Directors Travis Beach, Betty Towles, Mike McKinney, Jim Moody, Bob Ballinger and Staff Sandra Bolton and Bob Meissner. A quorum was declared.
2. The minutes of the June 18, 1997 Board meeting were read and approved. Motion by Towles, second by McKinney, unanimous.
3. Bob Meissner handed out copies of the income statement, balance sheet, account reconciliation and Aged Receivables for June.
4. Sandra Bolton handed out the Directors Report and discussed delinquent accounts. The Board requested a list of accounts which are uncollectable. The Board expressed the desire to charge these to an uncollectable expense account, place a letter in the members file and remove the balance from the active accounting records.
5. Bob Meissner reported on a recent meeting with several real estate investors who had an interest in sewer and water service for proposed subdivisions. Letters have been sent to Mincy Development and Crapps Development stating that Taylor Coastal Utilities, Inc. is committed to providing water and sewage service in our area wherever economically feasible plans can be developed..
6. By general consent the Board agreed to allow Bob Meissner to contact Sherrel Waters for a proposal for completing our audit this year.
7. The Board suggested reminding members that the obligation to pay the monthly bill was with the member/owner not the tenant. Where houses are rented the suggestion was that the owner include money in the rent to cover utilities and withhold deposit refunds until all utility bills are satisfied. The owner could then pay the water bill on time without the possibility of late charges and cut off.
8. The meeting was adjourned.

  
Robert W. Meissner  
General Manager

**TAYLOR COASTAL UTILITIES, INC.**  
**POST OFFICE BOX 1126**  
**PERRY, FL 32348**  
**(904) 578-2277.**

**MINUTES OF BOARD MEETING**  
**August 20, 1997**

1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Directors Travis Beach, Bob Ballinger and Melvin Bowden and Staff Sandra Bolton, Jim Gooding and Bob Meissner. Larry Murphy had given his proxy to Travis Beach. A quorum was declared.
2. The minutes of the July 16, 1997 meeting were read and approved. Motion by Ballinger, second by Bowden, unanimous.
3. Bob Meissner gave the Treasurer's Report. The Income Statement, Balance Sheet and Directors Report will be given to each Director each month for their reading. This was done this month. These reports were approved by consensus.
4. Sandra Bolton reported that the uncollectable balances discussed at previous meetings have been written off the books. Letters with substantiating data and reports have put in each file for further use when an owner wants to have the water reconnected. There are no present accounts which need Board attention. Sandra asked the Board to waive all late fees for June and July because of problems with the bills going through some new Postal System equipment. This was approved. Motion by Bowden, second by Ballinger, unanimous. New bills are now on hand and will be used for the August billing. These should correct the problem.
5. Bob Meissner reported that all of Dark is now on our system. The other system is not serving any customers with potable water.
6. Jim Gooding reported that the 6" well is being tied into the system. It will be put in service as soon as all work is completed.
7. The Board asked the President to write a letter to the Taylor County Health Department telling them of our interest in providing sewage collection, treatment and disposal for the people of selected areas where it may be feasible. The most promising areas at present seem to be Ezell Beach and Keaton Beach Drive. Bob Meissner was asked to send letters to the landowners along Keaton Beach Drive requesting them to sign and return a paper if they were interested. We have already done this at Ezell Beach and we have approximately 18 positive responses.
8. Bob Meissner asked for permission to hook up a customer in Cedar Island East on a payment plan basis. The family is a hardship case with 5 children with health problems. The Blue Creek Church has offered to help with the monthly service cost. People who wish to help can donate to the Church Deacons Fund.
9. By consensus the Board decided to have the next meeting at Roy's Restaurant at 7:00 PM on September 17, 1997 and invite Gwen Faulkner as our guest. They approved giving her a plaque making her an Honorary Board Member in view of her efforts to start the Utility.
10. The meeting was adjourned.

  
Robert W. Meissner  
General Manager

TAYLOR COUNTY HEALTH DEPARTMENT, INC.  
POST OFFICE BOX 1180  
TERRY, IL 62458  
(90+) 218-2217

MINUTES OF BOARD MEETING  
August 20, 1997

1. The meeting was held at the Keston Beach Marina at 7:00 PM. Present were: Director Travis Beach, Bob Ballinger and Melvin Rowden and Staff Sandra Bolton, Jim Gooding and Bob Meisner. Larry DeLong had given his proxy to Travis Beach. A quorum was declared.
2. The minutes of the July 16, 1997 meeting were read and approved. Motion by Ballinger second by Rowden. unanimous.
3. Bob Meisner gave the Treasurer's Report. The Income Statement, Balance Sheet and Director Report will be given to each Director each month for their reading. This was done this month. These reports were approved by consensus.
4. Sandra Bolton reported that the uncollectible balances discussed at previous meetings have been written off the books. Letters with substantiating data and reports have been in each file for further use when an owner wants to have the water reconnected. There are no present accounts which need Board attention. Sandra asked the Board to waive all late fees for June and July because of problems with the bills going through some new Postal System equipment. This was approved. Motion by Rowden, second by Ballinger, unanimous. New bills are now on hand and will be used for the August billing. These should correct the problem.
5. Bob Meisner reported that all of Dark is now on one system. The other system is not serving any customers with portable water.
6. Jim Gooding reported that the 6" well is being put into the system. It will be put in service as soon as all work is completed.
7. The Board asked the Board to write a letter to the Taylor County Health Department telling them of our interest in providing sewage collection, treatment and disposal for the party of a selected area, which would be the best. The area promising areas at present seem to be Exell Beach and Keston Beach Drive. Bob Meisner was asked to send letters to the landowners along Keston Beach Drive requesting them to sign and return a paper if they were interested. We have already done this at Exell Beach and we have approximately 18 positive responses.
8. Bob Meisner asked for permission to look up a customer in a later than last on a payment plan basis. The family is a hardship case with 2 children with health problems. The First Church has offered to help with the monthly service cost. People who wish to help can donate to the Church because of this.
9. The consensus the Board decided to have the next meeting at Boy's Restaurant at 7:00 PM on September 17, 1997 and invite Owen Ballinger as our guest. They approved giving her a plaque recognizing her as Honorary Board Member in view of her efforts to save the Utility.
10. The meeting was adjourned.

Robert W. Meisner  
General Manager



Date 20 August 1997

M To: TRAVIS BEARD, Pres

Address \_\_\_\_\_

Reg. No.	Clerk	Account Forward		
1	I give my Proving			
2				
3	Note on this DATE			
4				
5	to TRAVIS BEARD,			
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7	Taylor Rental utilities			
8				
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7

Account Stated to Date - If Error is Found Return at Once  
STYLE T2A

20 Aug 97

TB: Travis BEACH, President

You have my proxy vote  
for tonight's meeting.


LDM Aug 20, 1997

CPA

TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.

MINUTES OF BOARD MEETING  
September 17, 1997

1. The meeting was held at the Roy's Restaurant at 7:00 PM. It was a dinner meeting guests invited. Present were Directors Travis Beach, Bob Ballinger and Melvin Bowden Jim Moody, Betty Towles, Mike McKinney and Larry Murphy and Staff Sandra Bolton, Jim Gooding and Bob Meissner.
2. The minutes of the August 20, 1997 meeting were read and approved. Motion by Ballinger, second by Murphy, unanimous.
3. Bob Meissner gave the Treasurer's Report. The Income Statement, Balance Sheet were distributed to all directors. There was a discussion concerning transferring funds to the debt reserve fund on a regular basis. It was decided that on approximately the 10th of each month after the bills are paid we should transfer anything over \$6,000 to the debt reserve fund. Motion by McKinney second by Towles, unanimous.
4. Sandra Bolton discussed billing and water sales. The Director's Report was distributed to all directors. This month they received a report for each route and a total sales report. The write-offs directed by the Board were made and letters have been put in the appropriate files for possible future use.
5. Jim Gooding reported that the 6" well has been connected to the system. He also mentioned that some of our signs are fading out. The Board authorized him to get them repainted as necessary
6. President Beach presented Gwen Faulkner with a plaque and certificate and made a very nice talk outlining her part in the organization of the Utility. He mentioned her efforts to get support from the Dark Island landowners. Thanks to efforts of her and others, there were no objections from anyone on Dark Island to the installation of our pipes. President Beach also mentioned that Gwen joined several others in signing the bank note which allowed us to complete engineering work required by The Farmers Home Administration before we could get our grant/loan funds.
7. Bob Meissner asked for permission to spend \$500.00 to upgrade the computer used by Sandra for billing and bookkeeping. The Board approved. Motion by McKinney second by Murphy, unanimous.
8. Letters asking about interest in sewer service were sent to the landowners along Keaton Beach Road a week ago. Fourteen responses were received. It appeared that the majority of the interest was from out of town landowners.
9. President Beach reported that Daniel Crapps Agency, Inc. is developing the land adjacent to the water company and wants to discuss installation of the pipelines in the area as soon as possible. The Board asked Bob Meissner to talk with Mr. Baynard Ward of Daniel Crapps Agency to further discuss the project and propose an agreement to the Board to provide service in the area. Bob was asked by the board to do the necessary engineering for permitting and installation. Motion by McKinney second by Towles, unanimous.
9. The meeting was adjourned.

  
Robert W. Meissner  
General Manager

TAYLOR COASTAL UTILITIES, INC.

POST OFFICE BOX 1130

FERRIS, LA 70538

(504) 878-5277

MINUTES OF THE MEETING

September 17, 1987

1. The meeting was held at the Taylor Board Room at 10:00 AM. It was a closed meeting. Those present were Directors Travis Beach, Bob Belling, and Victoria Brown. Also present were Mr. Belling and Mr. Murphy and Staff, James Bolton, Jim Gooding and Bob Meisner.

2. The minutes of the August 10, 1987 meeting were read and approved. Motion by Belling second by Murphy unanimous.

3. Bob Meisner gave the Treasurer's Report. The Income Statement, Balance Sheet and Statement of Retained Earnings were discussed. There was a discussion concerning transferring funds to the debt service fund on a regular basis. It was decided that an approximately the 15th of each month after the bills are paid, we should transfer any funds over \$50,000 to the debt service fund. Motion by McKinnney second by Towles unanimous.

4. Sandra Bolton discussed billing and water rates. The Director's Report was read and all items were discussed. They received a report for each route and a total sales report. The water rates discussed by the Board were made and later two out in the appropriate files for possible future use.

5. Jim Gooding reported that the 07 well has been connected to the system. He also mentioned that some of our pumps are leaking out. The Board authorized him to get them repaired as necessary.

6. President Beach presented Owen's Island with a piping and a bid. He made a very nice job outlining the plan in the organization of the utility. He mentioned his efforts to get support from the Board, Island and other. He mentioned efforts of her and others there were no objections from any one on Owen's Island to the installation of our pipes. He mentioned that Owen's Island several others in signing the bid, note which allowed us to complete engineering work required by the Farmers Home Administration before we could get our grant loan funds.

7. Bob Meisner asked for permission to spend \$200.00 to purchase the computer used by Sandra and Belling and bookkeeping. The Board approved. Motion by McKinnney second by Murphy unanimous.

8. There were no items of interest in service were sent to the Board. It appeared that the majority of the interest was from one of our customers.

9. President Beach reported that John Camps Agency, Inc. is developing the land adjacent to the water company and wants to discuss installation of the pipes in the area as soon as possible. The Board asked Bob Meisner to talk with Mr. Baynard Ward of Camps Agency to further discuss the project and propose an agreement to the Board to provide service in the area. Bob was asked by the Board to do the necessary engineering for permitting and to contact Motion by McKinnney second by Towles unanimous.

10. The meeting was adjourned.

Robert W. Belling  
General Manager

TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.

MINUTES OF BOARD MEETING  
October 15, 1997


1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Directors Travis Beach, Bob Ballinger and Melvin Bowden, Jim Moody, Betty Towles, Mike McKinney and Larry Murphy and Staff Sandra Bolton, Jim Gooding and Bob Meissner.
2. The minutes of the September 17, 1997 meeting were read and approved. Motion by Murphy, second by Towles, unanimous.
3. Bob Meissner gave the Treasurer's Report. The Income Statement and Balance Sheet were distributed to all directors. The monthly transfer of funds to the Debt Reserve Account will start in November. Bob Meissner was requested to ask First Union for the present and their best possible interest rate for this account.
4. Sandra Bolton discussed billing and water sales. Mike Lusby has not made recent required payments. The Board directed that his service be discontinued until he settles his past bill and pays a reconnect fee. Motion by Towles, second by Murphy, unanimous.
5. Jim Gooding presented a budget for installation of a meter. He stated that the cost of an average installation to the Utility is \$175 to \$200. Moving a meter would be about this same cost. The Board decided to tell people who want their meter moved for their convenience that it would cost them \$225. Motion by Murphy, second by Bowden, unanimous. Jim discussed the need for a water holding basin for blowing off the wells. The Board approved by consensus and asked Jim to arrange to have a suitable basin constructed and landscaped. Jim also reminded the Board that a buffer zone around the well site may be helpful. He reminded the Board that State Regulations require a 500' buffer around the wells for sources of possible contamination.
6. The Board discussed the development of Oak Ridge Estates. The covenants require that owners connect to Taylor Coastal Utilities, Inc. for potable water. Travis Beach and Bob Meissner talked to the agent of the development owner and found them reluctant to cover the entire cost of the pipeline installation. The Board felt that our Utility could cover pipeline costs but not connections. Since build-out may take several years the Utility does not have the cash flow to install all the pipe and meters at the present time. To solve several problems the Board decided that our policy at present would be to require developers to pay the \$250 connection fee for each lot at the time we run the pipeline. We would then agree to connect each owner when they required water service. This is the policy that was used to run the pipeline on Jody Morgan Grade. A commitment of  $8 \times \$250 = \$2,000$  was collected from the developer before we ran the pipeline. When lots are sold and water service is needed we will run additional pipe and install the meters as required. The policy of requiring the developers commitment for all connection fees at the time our commitment for service was approved. Motion by McKinney, second by Moody, unanimous. Oak Ridge Estates will have 35 houses in this phase. They will be required to commit to  $35 \times \$250 = \$8,750$  before we commit to providing water when it is required by a landowner. We plan to run the pipe as soon as we get the commitment and then hook up meters as service is required on a lot.

7. Mr. & Mrs. Scott attended the meeting to discuss their desire to open the Sand Dollar Restaurant. They realize that sewer service will be required. They will discuss their options with Mr. Garry Allshouse of the Taylor County Health Department and report back to us. As a result of this discussion the Board authorized Bob Meissner to write a letter to Jerry Ausley stating our interest in providing a sewage system for selected areas of our service area. As soon as information from My Ausley is received Bob Meissner and Travis Beach were authorized to explore funding with other agencies of the State and Federal Government including DCA, DEP and our State and Federal legislators. The Board members were given lists of those showing interest in Ezell Beach and on Keaton Beach Road. Bob Meissner described a possible system that would require a customer to have a pumping tank and grinder pump and the Utility would run the collection pipe to a large septic tank system. As the area develops, systems can be connected and one or more treatment plants can be installed in place of the septic tanks. For rough numbers the homeowner would buy their pumping station for about \$1,000 and the water bill would be increased by about 110% to cover sewage.

8. Jim Moody expressed concern for the exposed meters and lines on Front Street of Dekle Beach. Jim Gooding was directed to develop and implement a program to remove or repair these over the next several months.

9. Mike McKinney requested that the Utility move ahead in removing the equipment and abandoning the wells of the old Cedar Island system. Jim Gooding and Travis Beach will proceed to remove the equipment and Bob Meissner will get the wells properly abandon and closed.

10. The meeting was adjourned.

  
Robert W. Meissner  
General Manager

**TAYLOR COASTAL UTILITIES, INC.  
POST OFFICE BOX 1126  
PERRY, FL 32348  
(904) 578-2277.**

**MINUTES OF BOARD MEETING  
November 19, 1997**

- 1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Directors Travis Beach, Bob Ballinger, Melvin Bowden, Jim Moody, Betty Towles, Mike McKinney and Larry Murphy and Staff Sandra Bolton, Jim Gooding and Bob Meissner.**
- 2. The minutes of the October 15, 1997 meeting were read and approved. Motion by McKinney, second by Bowden, unanimous.**
- 3. Bob Meissner gave the Treasurer's Report. The Income Statement and Balance Sheet were distributed to all directors. \$13,000 has been transferred to the Debt Reserve Account. The interest rate on a CD will be compared with the interest being paid by the present account and this information will be given to the Board at the December meeting.**
- 4. Sandra Bolton discussed billing and water sales. The Directors Report was distributed to all directors. Rebecca Woods' bill is past due and a letter has been sent to her. The letter provided that if the bill is not paid the water will be cut off after the 15<sup>th</sup> of November. Further, if there is no settlement by December 1, 1997 the deposit will be used to pay the overdue bill. In this event an owner of this property will have to pay the full membership fee of \$250 before water service will be restored. The Board reviewed the case in detail and agreed with this procedure. Motion by McKinney, second by Bowden, unanimous.**
- 5. Jim Gooding discussed the recent Rural Water Association meeting and handed out an information sheet. Key issues that require our attention are: Consumer Confidence Reports which will have to be sent to all customers in 1998; completion of installation of back-flow preventers; inspection of the large hydropneumatic tank; making a water audit to check for underground leaks; and wellhead protection. Jim mentioned that the Suwannee River Water Management District has money to help small systems purchase acreage for future wellfields. They want to purchase at least 40 acres. Bob Meissner will call the Suwannee River Water Management District to find out more about this program. They may also help with purchase of land for sewage treatment plants. The Board extended their thanks to Jim and Liska for their attendance at the meeting and their good coverage of the activities there.**
- 6. The progress of construction at Oak Ridge Estates was discussed. Bob Meissner was asked to proceed with permitting the water line extension into this property.**
- 7. Travis Beach reported that the entire DL White system will be shut down in a few days. Jim was asked to connect those requesting service. At least one customer will be placed on an extended payment plan for the membership fee. Bob Meissner and Jim Gooding will proceed to get the final testing on this line and get clearance from DEP as soon as possible.**

Taylor Coastal Utilities, Inc.  
Board of Directors Meeting  
November 19, 1997  
Page 2

8. The December meeting will include planning for the Annual Meeting. The Board approved having the Annual Meeting at the Blue Creek Baptist Church and asking them to provide some of the food and other items. Sandra Bolton was asked to contact the proper Church people and begin to make suitable arrangements.

9. The meeting was adjourned.



Robert W. Meissner  
General Manager



Memo:

11/3/97

To: Taylor Coastal Utilities, Inc. Board of Directors

From: Jim Gooding

Subject:

The 18th Florida Rural Water Association Technical Conference was held October 28th and 29th in Orlando this year and attended by Mike McKinney, Jim and Liska Gooding.

General Session

Consumer Confidence Reports will be required to be sent to every customer in late 1998 and each year following. It was emphasized that strong attempts should be made to increase consumer confidence in the quality of public drinking water as we report required results of water chemical tests.

Avoiding cross-connections and back-flow prevention will be greatly emphasized in the future as well as increased interest in microbe detection and bi-products of chlorination.

Technical Sessions

The following 45 minute training sessions were attended: Water Audits, Law, Sampling, Cross Connection Control, Water Tank Preventive Maintenance, Damage Prevention, Air Release Valves, Pipeline Cleaning and Rehabilitation, Advanced Methods of Leak Detection and Impact of Well Water Biofouling on Water Quality.

Recommendations:

1. Have 10,000 gallon hydrotank and used Cedar Island tank inspected and certified. Add tank interiors to current tank preventative maintenance program.
2. TCU should begin water audits to determine extent of leaks in the distribution system. A water audit includes source meter and a sample of customer-meter accuracy tests. Pumped quantities are then compared with meter readings. TCU must begin managing its ground water inventory.
3. The Board of Directors should contact Suwannee River Water Management District relative to obtaining a 40 acre well head grant.
4. The Board of Directors need to be aware of the National Rural Water Association's program to improve the public's perception of water utilities. The logo is "Quality on Tap". Materials are available for use and could be joined with our ability to send messages with our billing.

**TAYLOR COASTAL UTILITIES, INC.**  
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**(850) 578-2277.**

**MINUTES OF BOARD MEETING**  
**December 17, 1997**

1. The meeting was held at the Keaton Beach Marina at 7:00 PM. Present were Directors Travis Beach, Bob Ballinger, Melvin Bowden, Jim Moody, Mike McKinney and Larry Murphy and Staff Sandra Bolton, Jim Gooding and Bob Meissner.
2. The minutes of the November 19, 1997 meeting were read and approved. Motion by Murphy, second by Moody, unanimous.
3. Bob Meissner gave the Treasurer's Report. The Income Statement and Balance Sheet were distributed to all directors. Our present Debt Reserve Account pays 1.90% interest. A 6 month CD will pay 4.72% and a 12 month CD will pay 4.96%. The Board asked Bob to check The Citizens Bank and Capital City Bank to compare rates we could get for the money in the Debt Reserve Account. \$14,000 was transferred to the Debt Reserve Account from the operating account on December 16, 1997. An additional transfer will be made each month to keep the balance in the Operating Account at approximately \$6,000.
3. Sandra Bolton discussed billing and water sales. The Directors Report was distributed to all directors. Ike Devane, on the Jody Morgan Road is on an extended payment plan for the membership fee. An additional hookup was completed due to the closing of the D.L. White system.
4. Jim Gooding reported that the Clearance tests were completed on the Jody Morgan Grade extension. Our policy on leaks was discussed. The Staff agreed to report leaks to Sandra as soon as possible so that the owner could be contacted to make repairs. If repairs are made in a timely fashion the bill will be adjusted so that the owner does not have to pay for the water lost through the leak. Records will be kept in the member's file so that repeat situations can be handled individually. The pipeline to the Voight house has had repeated leaks. It belongs to the owner. We may want to replace it with our pipe to solve the problem of leaks and to be in a position to provide for future customers along the path of the pipeline. There is a similar problem for Furgeson. Jim Gooding will gather more information on these and contact the owners. Sandra will adjust off the last leak on Voight's line.
5. The necessary chase pipes have been installed on the Unit 1 road in Oak Ridge Estates. The Board felt strongly that we could not lay water pipe in Oak Ridge Estates without getting at least part of the funding from the Developer before doing the field work. Bob and Travis will talk to the Developer and invite him to a Board Meeting if that seems necessary to resolve the issue
6. There are two remaining issues at the Old Cedar Island System. Disposal of the tank and proper closing of the two wells. Bob Meissner has contacted Al Smith to handle the closing with the Suwannee River Water Management District. Jim Gooding had a buyer for the tank for \$200.00. The Board approved the sale with the stipulation that a notarized certificate be obtained from the buyer that we are held harmless from any liability that may arise from the handling, transporting or use of the tank. Motion by Moody, second by Murphy, unanimous.

7. The Annual Meeting was set for Thursday, February 5, 1998 at 6:30 PM. It will be at the Blue Creek Baptist Church. Arrangements will be made by Sandra for a light dinner and door prizes. A donation will be made to the Church of \$3.00 per person with a guarantee of at least 100 people. The church will furnish the building, tables, settings, and drinks. Sandra will purchase the main food items and have them prepared and we will deliver them to the Church. The total budget is expected to be between \$600 and \$700. Travis asked us all to think about possibilities for a speaker. Perhaps the Water Management District, DEP, Farmers Home Administration or the Rural Water Association. The two Directors appointed by the Board this year are filling a term that expires in 1998. They both may be nominated for election to a full 3 year term. They are Melvin Bowden and Jim Moody. Both agreed to have their names placed in nomination. No other Directors term's are expiring. All these items pertaining to the Annual Meeting were agreed to by common consent of the Board.
  
9. The meeting was adjourned.

  
Robert W. Meissner  
General Manager