

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi@perry.gulfnet.com

COMMISSION MEETING AGENDA
Blue Creek Baptist Church
January 16, 2002

1. Establish quorum
2. Approve minutes of last meeting
3. Report on funding progress by Floyd Ford. Additional comments by Brian Kauffman of the SRWMD.
4. Regarding the empty seat, the Board may want to ask the President to recommend that the County Commissioners appoint Floyd Ford to fill the unexpired term. Ms Annie Mae Murphy has concerns about the clarity of the ordinance in this matter. Mike Smith suggests that we don't fill the vacancy. The Board may want to discuss this issue.
6. Adjourn

TAYLOR COASTAL WATER & SEWER DISTRICT**Minutes of Monthly Meeting****January 16, 2002****Blue Creek Baptist Church****Fellowship Hall****Members Present:****Melvin Bowden****Jim Moody****Bob Ballinger****Travis Beach****Staff Present:****Sandra Bolton****Bob Meissner****David Morgan****Jim Gooding****Visitors included:****SRWMD: Jerry Scarborough, Brian Kauffman, Don Everett, Jr****County Commissioners: Ed Sadler, Frank Russell**

Quorum established and meeting called to order at 7pm by Travis Beach.

Jerry Scarborough made a recommendation to the Board the sewer project be done in two phases. Phase 1 would be Ezell Beach and Keaton Beach. As soon as Phase 1 is underway, application for Phase 11 would be started. This approach should make funding easier to obtain and allow the work to get started sooner.

Floyd Ford reported that there is no indication that any money can be expected from the State this year. He also explained that the language in the bill Congressman Boyd got passed through Congress refers to "soft money", not definite funding.

Motion was made by Bob Ballinger and seconded by Jim Moody to proceed with the sewer project in phases as recommended by Jerry Scarborough. Motion carried.

Melvin Bowden asked the status of the appointment of Floyd Ford to the Sewer Board. The Board agreed to have Travis proceed with the request to the County Commissioners for that appointment to be done. Motion made by Jim Moody, seconded by Melvin Bowden.

Motion to adjourn by Melvin Bowden, seconded by Jim Moody.


Minutes submitted by Jo Ford.



TAYLOR COASTAL WATER & SEWER DISTRICT.
POST OFFICE BOX 174
PERRY, FL 32348
(850) 838-2674
E-mail: rwminc@perry.gulfnet.com

Memorandum Regarding February 2002 Meeting

The Annual Meeting for Taylor Coastal Utilities, Inc. was held on February 7. The regular meeting for TCW&SD for February was not held on the regular date due to the fact that all necessary business was discussed at the TCU Annual Meeting and also due to the illness of several board members.


Robert W. Meissner
General Manager

TAYLOR COASTAL UTILITIES, INC.
POST OFFICE BOX 73
PERRY, FL 32348
(850) 838-2674

E-mail: rwm1@perry.gulfnet.com

MINUTES OF ANNUAL MEETING
February 7, 2002


1. The meeting was held at the Blue Creek Church at 7:00 PM. The Following Directors were present: Travis Beach, Betty Towles, Bob Ballinger, Mike McKinney. The speaker was Jerry Scarborough. We had 89 members and guests present.

2. President Beach opened the meeting with prayer and a salute to the flag. He then welcomed the guests.

3. Jerry Scarborough discussed the progress of our central sewer system. There was unanimous support for the sewer from the floor. Many questions were asked. The members were pleased with progress on this project.

~~4. The terms of Bob Ballinger and Mike McKinney expired this year. The nominating committee~~
nominated them for another term. President Beach asked for other nominations from the floor. Being none, a motion was made by Albert Carter for nominations to cease. Jack Wray seconded the motion. The members voted unanimously to re-elect Bob Ballinger and Mike McKinney for another 3 year term.

5 After the drawing for door prizes refreshments were served and the meeting was adjourned.


Robert W. Meissner
General Manager

THE SEVENTH ANNUAL MEETING
OF
TAYLOR COASTAL UTILITIES, INCORPORATED
WILL BE HELD AT
THE BLUE CREEK BAPTIST CHURCH FELLOWSHIP HALL
THURSDAY, FEBRUARY 7, 2002
REFRESHMENTS & DESERTS WILL BE SERVED

BUSINESS MEETING AT 7:00 PM WILL INCLUDE

WELCOME MESSAGE BY THE PRESIDENT
TRAVIS BEACH

INTRODUCTION OF GENERAL MANAGER BOB MEISSNER
UPDATE OF 2001 AND PLANS FOR 2002

QUESTIONS FROM THE FLOOR

ELECTION OF 2 DIRECTORS - TRAVIS BEACH

DRAWING FOR DOOR PRIZES - INCLUDING 19" COLOR TV

MEMBERS, FRIENDS AND NEIGHBORS ARE INVITED
PLEASE ENTER BY THE DOOR TO THE FELLOWSHIP HALL AT THE REAR OF THE CHURCH

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi@perry.gulfnet.com

COMMISSION MEETING AGENDA
Blue Creek Baptist Church
March 20, 2002

1. Establish quorum
2. Approve minutes of last meeting
3. President Beach said that the Board of County Commissioners confirmed the selection of Floyd Ford to the unfinished term of Larry Murphy.
4. Floyd Ford will discuss the progress of the sewer grant applications and funding.
 - a. Land purchase
 - b. Foley Timber and Land Donation
 - c. County Donation
 - d. USDA RD grant application status
 - e. EDA grant application status
 - f. Other grants
5. Bookkeeping has been set up in our present accounting system by Waters & Waters, CPA's. Monthly reports will be attached to agenda of the next meeting.
6. Adjourn

TAYLOR COASTAL WATER & SEWER DISTRICT.

POST OFFICE BOX 174

PERRY, FL 32348


(850) 838-2674

E-mail: rwminc@perry.gulfnet.com

MINUTES OF REGULAR DISTRICT MEETING

March 20, 2002

1. The meeting was held at the Blue Creek Baptist Church at 7:00 PM. Present were Travis Beach, Betty Towles, Bob Ballinger and Floyd Ford Directors and Sandra Bolton, David Morgan, and Bob Meissner Staff. A quorum was declared.
2. The annual meeting of TCU was on February 7. The regular meeting for TCW&SD for February was not held on the regular date due to the fact that all necessary business was discussed at the TCU Annual Meeting and also due to the illness of several board members.
3. The minutes of the District meeting on January 16, 2002 were approved. Motion by Ford, second by Towles, unanimous.
4. President Beach announced that the Board of County Commissioners confirmed the selection of Floyd Ford for the unfinished term of Larry Murphy.
5. Floyd Ford discussed the progress of the sewer funding:
 - a. The County gave \$27,500 to TCW&SD for use completing grant applications.
 - b. The land purchase is being finalized. SRWMD will pay \$90,000 and TCW&SD will pay \$18,000 out of the money the County Commission gave us.
 - c. The USDA RD grant has been resubmitted.
 - d. The EDA grant is being worked on. It will be submitted by the end of March.
 - e. The OTTED grant will be submitted in April
 - f. Foley Timber and Land Company will donate \$9,000 to TCW&SD to cover costs of the grant application process.
6. Sandra Bolton reported that Waters and Waters, CPA are setting up our computer program for TCW&SD.
7. The meeting was adjourned. Motion by Towles, second by Ballinger, unanimous.


Robert W. Meissner
General Manager

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi@perry.gulfnet.com

COMMISSION MEETING AGENDA
Blue Creek Baptist Church
April 17, 2002

1. Establish quorum
2. Approve minutes of last meeting
3. The accounting system is completely set up. The first income statement and the first balance sheet are attached.
4. Floyd the following items:
 - a. Land purchase
 - d. USDA RD grant application status
 - e. EDA grant application status
 - f. Other grants
6. Adjourn

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi@gtcom.net

DISTRICT MEETING MINUTES
Blue Creek Baptist Church
April 17, 2002

1. The meeting was held at the Blue Creek Baptist Church at 7:00 PM. Present were: Travis Beach, Floyd Ford, Melvin Bowden and Mike McKinney Directors; Sandra Bolton, David Morgan, Jim Gooding and Bob Meissner Staff; Colin Kelly and Russell Belcher guests. A quorum was declared.
2. The minutes of the Regular Meeting on March 20, 2002 were approved. Motion by Ford, second by Bowden, unanimous.
3. Bob Meissner said that the accounting program for TCWSD is now located in the office of R. W. Meissner and Associates, Inc.
4. Floyd Ford gave an update on the funding process. He indicated that we had 3 applications submitted. Rural Development is that lead agency and he said that they had all the informatin they needed at this point. We are expecting some funding in early summer.
5. Floyd stated the importance of beginning to assemble the rules and by-laws of the TCWSD. Also we will need easements to work on owners property.
6. The issue of who gets a pump and connections supplied by the funding and who will have to buy and install their own. It will depend on the cut-off date for existing members. The definition of an existing member may be a person using water. Floyd will be working on this issue along with the issue of rules and by-laws.
7. Meeting adjourned. Motion by Bowden, second by McKinney.


Robert W. Meissner, P. E.
General Manager

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi@gtcom.net


DISTRICT MEETING AGENDA
Blue Creek Baptist Church
May 15, 2002

1. Welcome guests and establish quorum.
2. Approve minutes of last meeting.
3. Mr. Ford will give update on grants.
4. Mike Smith is ready to work on the easement language and the rules and regulations for the District.
5. Floyd will discuss the cut-off date for people that will get their connections paid for by the grant.
6. Meeting adjourned.

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi.bob@gtcom.net

DISTRICT MEETING MINUTES
Blue Creek Baptist Church
May 15, 2002

1. The meeting was held at the Blue Creek Baptist Church at 7:00 PM. Present were: Travis Beach, Floyd Ford, Betty Towles, Bob Ballinger, Melvin Bowden and Mike McKinney Directors; Sandra Bolton, David Morgan and Bob Meissner Staff. A quorum was declared.
2. The minutes of the Regular Meeting on April 17, 2002 were approved. Motion by Ford, second by McKinney, unanimous.
3. Floyd Ford gave an update on the funding process. He said that we have received good response from all 3 sources that were submitted. OTTED appears to be approved. RD is near approval to proceed with the complete application. EDA seems to be waiting for RD to approve the final application. We are continuing to expect some funding in early summer.
4. Floyd offered to work on the Rules and Regulations, By-Laws and easements with Mike Smith in the next few weeks.
5. The issue of who gets a pump and connections supplied by the funding and who has to pay for their own system needs to be completely resolved. The Rural Development application has included a specific number of pumps to be purchased and installed. In their definition an existing member must be a person using water. The cut-off date seems to be March 19, 2002. This is the date on the Rural Development application. Mr. Floyd will do more research on this matter. This issue will be included in the rules and regulations.
6. Bob Meissner suggested that the Board consider repaying the \$9,000 borrowed from TCU about 2 years ago to help fund the early project work. Bob also mentioned that RD does not want to merge the two companies until after the work is done and the money transferred from the Government. At this time TCU will cease to exist and all the RD loan funds will be combined.
7. The Board congratulated Floyd on his appointment to a SE States Commission.
8. Meeting adjourned. Motion by Bowden, second by Ford, unanimous.


Robert W. Meissner, P. E.
General Manager



JEB BUSH
GOVERNOR

STATE OF FLORIDA

Office of the Governor

THE CAPITOL
TALLAHASSEE, FLORIDA 32399-0001

www.flgov.com
850-488-7146
850-487-0801 fax

June 10, 2002

Taylor Coastal Water and Sewer District
Travis Beach, Chairman
P.O. Box 174
Perry, Florida 32348

Dear Chairman Beach:

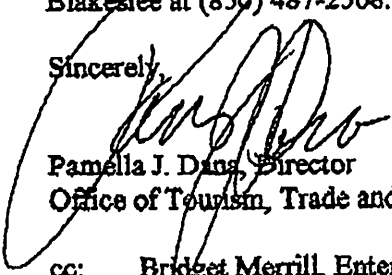
It is my pleasure to inform you that Taylor Coastal Water and Sewer District's application for a grant from the Rural Infrastructure Fund in the amount of \$250,000.00 has been approved. I have asked Mary Helen Blakeslee, Chief Analyst, to prepare a contract between the Office of Tourism, Trade and Economic Development (OTTED) and Taylor Coastal Water and Sewer District to implement this award.

This approval is based on a thorough review of the application and recommendation of the Infrastructure Fund Review committee established pursuant to Section 288.0655(3), F.S. The project for which the award is made will be to construct a centralized wastewater collection and treatment system to support the area's tourism industry and the retention of 13 small businesses. This infrastructure project will support the retention of 44 jobs, and the creation of 69 new full time jobs and 10 part-time jobs.

Please be advised that funds for this award may not be disbursed prior to the complete execution of an agreement between OTTED and Taylor Coastal Water and Sewer District. Any expenditure made prior to the final contract execution cannot be reimbursed by OTTED.

This is an excellent project and one which will bring significant benefit to your community. You and all those within Taylor County who have worked hard on this project are to be commended for the effort expended and I extend my personal congratulations. If you have any questions about this award or the agreement, please feel free to contact Mary Helen Blakeslee at (850) 487-2568.

Sincerely,


Pamella J. Ding, Director
Office of Tourism, Trade and Economic Development

cc: Bridget Merrill, Enterprise Florida, Inc.
Rachel Tyler, Southeast Rural Community Assistance

Congratulations!



Governor's Mentoring Initiative
BE A MENTOR. BE A BIG HELP.
1-800-625-3765

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi.bob@gtcom.net

DISTRICT MEETING MINUTES
Blue Creek Baptist Church
June 19, 2002

1. The meeting was held at the Blue Creek Baptist Church at 7:00 PM. Present were: Travis Beach, Betty Towles, Bob Ballinger, and Mike McKinney Directors; David Morgan and Bob Meissner Staff. A quorum was declared.
2. The minutes of the Regular Meeting on May 15, 2002 were approved. Motion by McKinney, second by Towles, unanimous.
3. Bob Meissner discussed the Grants. The OTTED Grant is very close to being completed. The RD application is nearly complete and it will be accepted by RD in a few weeks.
4. Floyd Ford revised the Ordinance that JEA revised and sent to us. It is about 30 pages. The Board decided to put it in the RD application as a filler. It is labeled as DRAFT.
5. Bob Meissner discussed the issue of compensation for R. W. Meissner and Associates and Sandra Bolton by the District. The attached invoice was approved. Motion by Ballinger, second by Towles, unanimous. A proposal for regular reimbursements was discussed and is attached. It will be tabled until the next meeting.
6. The issue of the repayment of the \$9,000 received from TCU 2 years ago was tabled until the next meeting.
7. Meeting adjourned. Motion by Ballinger, second by McKinney, unanimous.

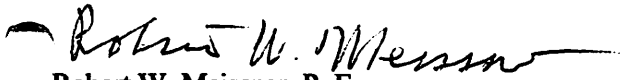

Robert W. Meissner, P. E.
General Manager

File: 121-020625 TCWSD Meeting Minutes June 19

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi.bob@gtcom.net

SPECIAL COMMISSION MEETING MINUTES
Blue Creek Baptist Church
June 24, 2002

1. The meeting was held at the Blue Creek Baptist Church at 7:30 PM. Present were: Travis Beach, Betty Towles, Melvin Bowden, Floyd Ford and Mike McKinney Commissioners; Bob Meissner Staff. Guests John Horvath, Will Weathers and Dr. Hutchins were also present. A quorum was declared.
2. This meeting was held primarily for the Board to approve the submission of the Rural Development application and attached documents. The Board approved the application. Motion by Ford, Second by McKinney, unanimous.
3. All necessary documents were properly signed.
4. The Commission Meeting was adjourned. Motion by McKinney, second by Bowden, unanimous.


Robert W. Meissner, P. E.
General Manager

File: 121-020625 TCWSD Special Commission Mtg Minutes June 24

NOTICE OF PUBLIC MEETING AND NOTICE OF SPECIAL MEETING

The Taylor Coastal Water & Sewer District will conduct a Public Meeting on June 24, 2002 at 7:00 P.M. and a Special Meeting on June 24, 2002 at 7:15 P.M. at Blue Creek Baptist Church, CR 361, Keaton Beach, Florida to give the citizenry an opportunity to become acquainted with the proposed wastewater system improvements and to comment on such items as economic and environmental impacts, service area, alternatives to the project and other matters of concern. Phase I of the new central wastewater system will consist of treatment plant, collection system, pumping stations, and sprayfield(s) to serve the coastal communities of Keaton Beach, Ezell and Cedar Island. The new wastewater system will comply with all DEP and EPA regulations and standards alleviate potential and existing health hazards and abandon septic tanks. This project will not provide service to all users in the service area.


The Special meeting will include discussion of the application process and District action relative to approving, executing and submitting a formal application to USDA Rural Development for grant and local approval. Any questions may be directed to Bob Meissner, P.E., General Manager, at 850-838-2674.

Bob Meissner
General Manager

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi.bob@gtcom.net

PUBLIC MEETING MINUTES
Blue Creek Baptist Church
June 24, 2002

1. The meeting was held at the Blue Creek Baptist Church at 7:00 PM. Present were: Travis Beach, Betty Towles, Melvin Bowden, Floyd Ford and Mike McKinney Commissioners; David Morgan and Bob Meissner Staff. Guests John Horvath and Will Weathers were also present. A quorum was declared.
2. This Public Meeting was held to give the citizenry an opportunity to become acquainted with the proposed Phase 1 of the new Central Wastewater System and to comment on such items as economics, environmental impacts, service area, alternatives and other matters of concern.
3. There was one visitor. There was a very constructive exchange between the visitor, the Board, John Horvath and Will Weathers.
4. The Public Meeting was closed by the Commission Chairman.


Robert W. Meissner, P. E.
General Manager

File: 121-020625 TCWSD Public Meeting Minutes June 24

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi@gtcom.net

AGENDA FOR DISTRICT MEETING
Blue Creek Baptist Church
July 17, 2002

1. Establish a quorum.
2. Approve minutes of last meeting.
3. Appoint a committee to evaluate the need for regular payment and/or special payments to R W Meissner & Associates, Inc. for special tasks regarding the sewer project and the bookkeeping for TCWSD. Sandra, the Staff and Bob are presently being paid by RWM, Inc to do TCWSD work.
4. Present bills for activities up to July 3, to be approved and initialed by commissioners.

Robert W. Meissner, P. E.
General Manager

File: 121-020717 TCWSD Agenda for July 17

Rd. ~~to~~ easement

TAYLOR COASTAL WATER & SEWER DISTRICT

POST OFFICE BOX 174

PERRY, FL 32348

Voice (850) 838-2674

Fax (850) 223-1552

E-mail rwmi.bob@gtcom.net

DISTRICT MEETING MINUTES

Blue Creek Baptist Church

July 17, 2002


1. The meeting was held at the Blue Creek Baptist Church at 7:00 PM. Present were: Travis Beach, Betty Towles, Floyd Ford and Mike McKinney Commissioners; Jim Gooding, David Morgan, Sandra Bolton and Bob Meissner Staff. Mr. Jim Spinnenweber, P. E. was a guest invited by Bob Meissner. A quorum was declared.
2. The minutes of the Regular Meeting on June 19, 2002 were approved; the minutes of the Public Meeting on June 24, 2002 were approved; and the minutes of the Special Meeting on June 24, 2002 were approved. Motion by Ford, second by McKinney, unanimous.
3. Bob Meissner asked for consideration of a regular payment to R. W. Meissner and Assoc, Inc. for time dedicated to TCWSD. The Commission discussed the matter and asked Bob to bring a proposal to the next meeting. A tracking sheet of time spent on TCWSD work will be very helpful. Bob agreed to keep a daily record of time and also a list of additional costs due to the phone, equipment, office space and utilities. All TCWSD records are filed in the RWM office and all work is being done by RWM staff. All TCWSD work is being kept separate from TCU work which is done at Sandra's office at her home. Bob felt that it is necessary to separate the two entities so that there is not confusion in filing and accounting. Bob will return with the information requested, next month. The arrangement would be a contractual agreement with R. W. Meissner & Associates, Inc.
- Travis announced that Bob Ballinger sent in a letter of resignation due to health problems. The Commission accepted the resignation. Motion by McKinney, second by Towles, unanimous. A replacement will be selected at the next meeting and it will be referred to the County Commission for approval.
5. All bills that have been paid by TCWSD were signed by each Commissioner present.
6. The issue of the repayment of \$9,000 received from TCU 2 years ago continues to be tabled.
7. The next meeting will be at Fiddlers in Steinhatchee.
8. The Board discussed the need to get a clear title to the road from Spoonbill to the Sewer Plant. Bob Meissner and Floyd Ford will work with Mike Smith to resolve a question of a piece of property at the Spoonbill end of the existing road. We will work toward a 60' easement for the road.
9. The Board asked for a copy of the legal agreement with Mike Smith regarding the RD Grant requirements. Bob will get documentation of the remuneration of Mike Smith from grant funds.
7. Meeting adjourned. Motion by Ford, second by McKinney, unanimous.


Robert W. Meissner, P. E.
General Manager

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi.bob@gtcom.net

DISTRICT MEETING MINUTES
Fiddlers, Steinhatchee
August 21, 2002

1. The meeting was held at Fiddlers at 7:00 PM, August 21, 2002. Present were: Travis Beach, Betty Towles, Floyd Ford and Mike McKinney, Jim Moody, Melvin Bowden Commissioners; Jim Gooding, David Morgan, Sandra Bolton and Bob Meissner Staff. Mr. Ed Sadler, County Commissioner and Jerry Scarborough and David Still representing the Suwannee River Water Management were special guests. A quorum was declared. Other guests were Faye Beach, Lee McKinney, Joey Bowden, Christy Moody, Liska Gooding, Bob Ballinger, Joann Wegener.
2. The minutes of the Regular Meeting on August 21, 2002 were approved. Motion by Ford, second by Towles, unanimous.
3. The Board, by consensus, selected Danny Everett to be a commissioner for the position previously filled by Bob Ballinger.
4. Floyd Ford discussed the progress of the funding for the sewer project: Rural Development is very anxious to get all the application papers completed in hopes that we can get funding in the next few months.
5. Mr. Ford and Mr. Smith have nearly completed the paperwork for the easement on the road to the sewer plant.
7. Meeting adjourned. Motion by McKinney, second by Towles, unanimous.


Robert W. Meissner, P. E.
General Manager

File: 121-020822 TCWSD Meeting Minutes August 21, 2002

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 584-3887
Fax (850) 584-7609
E-mail rwmi.bob@gtcom.net

AGENDA FOR DISTRICT MEETING
September 18, 2002

1. Establish a quorum.
2. Approve minutes of last meeting.
3. Discuss the paper signing for the RUS Grant/Loan on Friday, September 13, 2002.
4. Floyd to report on the funding for the project and the probably timing for the activity to begin.
5. Floyd to report on the meeting at Gainesville with JEA regarding funding and schedule of the work for the project
6. Floyd to report on the money that JEA spent on some grant activity and which will not be refunded by RUS
7. Bob Meissner reports that a budget needs to be created for covering the current and future needs of the District. It is expected that there will be a lot of activity in the next several weeks and on.
8. Sandra is working closely with our accounting firm, Waters & Waters, to properly set up our system. We will also set up to easily identify the money already spent to date. We will need to consider returning the \$9,000 that the District borrowed from TCU several years ago.
9. Meeting adjourned.

Robert W. Meissner, P. E.
General Manager

File 121-020917 TCWSD Agenda for Sep 18, 2002

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi.bob@gtcom.net

MINUTES OF REGULAR COMMISSIONERS MEETING
September 18, 2002

1. The meeting was held at the Blue Creek Church at 7:00 PM, September 18, 2002. Present were: Travis Beach, Betty Towles, Floyd Ford, Danny Everett Commissioners; Jim Gooding, David Morgan, Sandra Bolton, Bob Meissner Staff, and Mike Smith, Jon Horvath, Will Weathers, Bill Gunter, visitors. A quorum was declared.
2. The minutes of the Regular Meeting on August 21, 2002 were approved. Motion by Ford, second by Towles, unanimous.
3. Bob Meissner said that with final paper signing at this meeting all the Rural Development papers are completed and the funds should be moving to us in a few months. Other papers were signed on September 13, 2002.
4. Floyd Ford discussed various funding issues. He said that EDA did not fund any of the project costs. We are looking for other sources.
7. Meeting adjourned. Motion by Towles, second by Ford, unanimous.



Robert W. Meissner, P. E.
General Manager

File: 121-021012 TCWSD Meeting Minutes Sept 18

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi.bob@gtcom.net

MINUTES OF REGULAR COMMISSIONERS MEETING
October 16, 2002

1. The meeting was held at the Blue Creek Church at 7:00 PM, October 16, 2002. Present were: Travis Beach, Danny Everett, Mike McKinney, Melvin Bowden Commissioners; Jim Gooding, David Morgan, Sandra Bolton, Bob Meissner Staff, and Glenn Senter visitor. A quorum was declared.
2. The minutes of the Regular Meeting on September 18, 2002 were approved. Motion by Bowden, second by Everett, unanimous.
3. Sandra Bolton discussed combining the companies. Mike Smith is reviewing the issue and looking at various possible methods to be used that would satisfy all the needs of Rural Development, the TCU Board and the TCWSD Commission. This issue will be tabled until next month after Mike Smith has had time to formulate recommendations.
4. Sandra discussed moving all the TCU office equipment and activity to the office of R. W. Meissner & Associates. A rent of \$400.00 per month will be charged by Dale Rowell for the front office. R. W. Meissner and Associates will pay Dale Rowell for the rear office. This issue has been discussed and voted on earlier. The moving will start immediately after this meeting. The Board approved making the move at this time and approving the rent of \$400.00 per month. As soon as possible office rearranging and decoration will be completed. Approximately \$1,000 will be needed. We will get a written lease agreement with Dale Rowell from Mike Smith. Motion by McKinney, second by Bowden, unanimous.
5. The ordinance which governs the activities of the business is being compiled by Floyd Ford and others. This will be presented to the Commission at the next meeting and approval is needed at the December meeting.
6. Bob discussed a meeting being held in Tallahassee on October 24, 2002 to attempt to get increased funding. Both DEP and The Rural Water Association seem to have sources of low interest loans available if we need this. Local banking sources have also offered loans.
7. Bob said that it is now very important to get the location of water lines on a map. This project was started several months ago. It is important to finish the project so the mapping of water lines can be used by Sunshine State One Call service and by the surveying and mapping effort being conducted by JEA for the project. Our mapping of the water lines will be complete at the end of November.
8. Bob suggested that the revision of the Rules and Regulations and the Membership forms being used by the water customers need to be revised as soon as possible. The Board asked for copies of the revisions to be sent out to them in the mail.
9. The meeting was adjourned. Motion by McKinney, second by Bowden, unanimous.


Robert W. Meissner, P. E. General Manager

File: 121-021019 TCWSD Meeting Minutes Oct 16

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 584-3887
Fax (850) 584-7609
E-mail rwmi.bob@gtcom.net

AGENDA FOR DISTRICT MEETING

November 20, 2002

1. Establish a quorum.
2. Approve minutes of last meeting.
3. Bob to discuss the Enterprise Florida meeting October 24 in Tallahassee. At this meeting OTTED indicated that they may give us another \$125,000 in grant money.
4. Sandra to report on setting up our computer system for TCWSD. Also discuss the combination of the companies in the office of R. W. Meissner & Assoc. We suggest that we let TCU carry all the financial burden of rental of space and use of equipment so that we don't deplete the few TCWSD funds on administrative matters which we don't believe are in anyone's grant package. We need to discuss where to charge the extra efforts of administrative and engineering people such as Bob, Sandra, drafting people and others such as Jim Spinnenweber who is working on the pipe location mapping.
5. Sandra to report on the signing of easements for the sewer system.
6. Floyd to discuss the progress of the sewer system. An application for DEP grant funds has been submitted. Rural Development released our funding on September 13. JEA has contracted a company to do aerial photos. Ground surveying will probably start after Christmas. It is essential that we complete a District Ordinance controlling our operation. The money page on the existing one must be corrected as soon as possible and sent to Mary Gavin. The issue of combining the companies must be resolved before the ordinance is completed. Mr. Mike Smith is working on the options for combining the companies. He is concerned about control of the water company and other financial matters.
7. Meeting adjourned.



Robert W. Meissner, P. E.
General Manager

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 838-2674
Fax (850) 223-1552
E-mail rwmi.bob@gtcom.net

MINUTES OF REGULAR COMMISSIONERS MEETING
November 20, 2002

1. The meeting was held at the Blue Creek Church at 7:00 PM, November 20, 2002. Present were: Travis Beach, Danny Everett, Melvin Bowden, Jim Moody, Floyd Ford, Betty Towles Commissioners; Jim Gooding, David Morgan, Sandra Bolton, Bob Meissner Staff; and Bob Ballinger visitor. A quorum was declared.
2. The minutes of the Regular Meeting on October 16, 2002 were approved. Motion by Bowden, second by Moody, unanimous.
3. The Board discussed finding funds for administrative tasks for TCWSD.
4. Bob discussed the Enterprise Florida meeting in Tallahassee on October 24, 2002. There are indications that OTTED may give us another \$125,000 in grant funds.
5. Approximately 25% of the easements are signed.
6. All administrative activities are being performed in the office of R. W. Meissner & Associates, Inc. Mr. Mike Smith will be writing an agreement between Dale Rowell and TCWSD. The cost will be shared between R. W. Meissner & Assoc, Inc. and TCWSD. The Board agreed to this concept by consensus.
7. Floyd Ford said that we were asking the DEP for \$500,000 to finish out our phase one part of the project (Ezell, Keaton and Cedar Island). We will also be listed for help in future years.
8. The meeting was adjourned. Motion by Ford, second by Towles, unanimous.



Robert W. Meissner, P. E.
General Manager

File: 121-021120 TCWSD Meeting Minutes Nov 20

TAYLOR COASTAL WATER & SEWER DISTRICT
POST OFFICE BOX 174
PERRY, FL 32348
Voice (850) 584-3887
Fax (850) 584-7609
E-mail rwmi.bob@gtcom.net

AGENDA FOR DISTRICT MEETING

December 18, 2002

1. Establish a quorum.
2. Approve minutes of last meeting.
3. Sandra to report on the signing of easements for the sewer system
4. The office has been set up in R. W. Meissner & Associates, Inc. office. A contract has been drawn up between Dale Rowell and TCWSD for \$400.00 month.
5. Floyd Ford to report on purchase of the land for the sewer plant and access road. TCWSD will pay \$18,000 toward the purchase. A vote is needed.
- 6 Floyd will report on the progress of JEA and review the task schedule. He will also review the financial situation with loans and grants.
7. Bob will report on our mapping of the current water lines and the integration of this data into the map to be produced with the new sewer lines. JEA will be utilizing aerial photography to make the finished map/drawing. Our goal is to be able to add and change pipes in our computer located here in Perry when changes are found/made in the field.
8. We need to be working on the ordinance for the combination of water and sewer in the district. Complete the ordinance
9. It is essential that we complete a District Ordinance controlling our operation. The money page on the existing one must be corrected as soon as possible and sent to Mary Gavin. The issue of combining the companies must be resolved before the ordinance is completed. Mr. Mike Smith is working on the options for combining the companies. He is concerned about control of the water company and other matters.
10. Meeting adjourned.



Robert W. Meissner, P. E.
General Manager