TAYLOR COASTAL WATER & SEWER DISTRICT

18820 Beach Road
Perry, Florida 32348

SPECIAL COMMISSION MEETING MINUTES

September 23, 2026
4:30 P.M.
Taylor Coastal Water & Sewer District Office
18820 Beach Road, Perry, Florida 32348

DRAFT – SUBJECT TO COMMISSION APPROVAL

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1. CALL TO ORDER AND ESTABLISHMENT OF QUORUM

The Special Commission Meeting of the Taylor Coastal Water & Sewer District Board was called to order at **4:33 p.m.**

All Commissioners were present, and a quorum was established.

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2. PRAYER AND PLEDGE OF ALLEGIANCE

The meeting was opened with prayer, followed by the Pledge of Allegiance to the Flag.

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3. APPROVAL OF AGENDA

Commissioner **Walker** made a motion to approve the agenda as presented. Commissioner **Lundy** seconded the motion.

Motion carried.

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4. PUBLIC COMMENT

The Chairperson opened the floor for public comment and provided an opportunity for members of the public to address the Commission regarding agenda and non-agenda items.

No public comments were received.

The public comment portion of the meeting was thereafter closed.

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5. OLD BUSINESS

A. Discussion and Possible Action Regarding Selection and Engagement of District Counsel

The Board discussed the selection and engagement of legal counsel for the District.

The Board reviewed and discussed the terms previously presented by attorneys **Ray Curtis** and **Lindsey Lander**.

The Board was advised that Mr. Curtis had declined the Board's previous counterproposal. Discussion included Mr. Curtis's proposed fee arrangement, familiarity with the District, and previous legal services provided to the District.

The Board also discussed Mr. Lander's proposal to provide legal services on an as-needed basis at an hourly rate of **$175.00** and his experience representing special districts.

The Board discussed the District's current and anticipated legal needs and the importance of having District Counsel available for legal, contractual, regulatory, employment, and other District matters.

Following discussion, Commissioner **Walker** made a motion to select and engage **Ray Curtis as District Counsel**. Commissioner **Lundy** seconded the motion.

Motion carried.

B. Discussion and Possible Action Regarding FRS Reemployment and Repayment Matter

The Board discussed the Florida Retirement System ("FRS") reemployment and repayment matter involving District employee **Troy Brown**.

The Board discussed the FRS repayment obligation and the requirement that the matter be resolved by September 30, 2026.

The Board reviewed the proposed reimbursement arrangement whereby the District would reimburse the State/FRS for the approximately **$25,835.34, repayment obligation**, and Mr. Brown would reimburse the District pursuant to a written reimbursement and repayment agreement.

The Board discussed repayment through **weekly payroll deductions of $100.00**, with a repayment term not to exceed **five (5) years**, until the amount owed to the District is paid in full.

The Board further discussed that Mr. Brown's reimbursement obligation would be documented in a written agreement and that the agreement would be submitted to District Counsel for final legal review.

Following discussion, Commissioner **Hathcock** made a motion to approve the reimbursement and repayment arrangement as discussed, including reimbursement to the State/FRS by the District and repayment to the District by Mr. Brown through weekly payroll deductions of **$100.00**, for a term not to exceed **five (5) years**. Commissioner **Walker** seconded the motion.

Motion carried.

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6. NEW BUSINESS

A. Discussion and Possible Action Regarding Appointment of District Secretary

The Board discussed the appointment of a District Secretary.

It was noted that **Courtney Valentine** currently serves as District Manager and that a formal appointment as District Secretary was necessary for the execution and certification of certain District documents.

Commissioner **Lundy** made a motion to appoint **Courtney Valentine as District Secretary**, effective **September 23, 2026**. Commissioner **Walker** seconded the motion.

Motion carried.

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7. CLOSING REMARKS – COMSSIONERS/STAFF

Grinder Pump and Customer Account Matters

The Board and staff discussed a grinder pump matter involving the Lundy property. District records reflected that the grinder pump transition had been completed; however, a physical inspection indicated that the required grinder pump installation had not been completed as reflected in the account records.

Discussion included the history of the grinder pump at the property, previous service at the location, the removal and reuse of District-owned grinder pumps, and the need to coordinate field work with customer account records.

The Board and staff also discussed customer billing and account-transition matters, including a prior prorating error and a separate billing matter involving service that had not been activated.

Staff discussed the importance of verifying that required grinder pump installations and other field work are physically completed before the related account transition is marked complete in the District's system.

Water Pressure and Infrastructure Concerns

The Board and staff discussed reported water-pressure concerns involving the **Bassett and Morgan properties**.

District personnel had inspected and tested the locations and reported that the District's system was operating properly at the District's point of service.

Discussion included the District's responsibility for its system to the customer connection and factors that may affect water pressure on private property, including elevation, private plumbing, pipe sizing, fixtures, and irrigation usage.

The Board and staff also discussed water pressure in areas experiencing additional development and simultaneous irrigation demand. It was noted that **Florida Rural Water Association** had previously assisted with reviewing the system.

The Board discussed the importance of promptly notifying the District Manager when Commissioners or District personnel receive customer complaints or reports of service problems so that District staff may investigate the matter promptly.

Grinder Pump Relocation

The Board and staff discussed a request concerning the relocation of a District grinder pump due to construction activity on private property.

It was clarified that grinder pumps and associated District equipment are District property and should not be moved or altered by a property owner without authorization from the District.

Financial/Funding Discussion

The Board discussed funding and reimbursement matters and clarified that the amount under discussion was an **invoice reimbursement rather than borrowed funds**.

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8. ADJOURNMENT

Vice Chairman **Hathcock** requested a motion to adjourn.

Commissioner **Lundy** made a motion to adjourn the meeting. Commissioner **Walker** seconded the motion.

Motion carried.

The meeting adjourned at **4:53 p.m.**

APPROVAL

These minutes were approved by the Taylor Coastal Water & Sewer District Commission on _____, 2026.

Chairperson
Taylor Coastal Water & Sewer District

Courtney Valentine, District Manager, Secretary
Taylor Coastal Water & Sewer District