

# HARBOUR WATERWAY SPECIAL DISTRICT

MONDAY, APRIL 16, 2012  
MEETING MINUTES

## Introduction

Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Regency Public Library, at 7:00 PM on April 16, 2012. The meeting was called to order at 7:00 by Chairman, William Hibbard. In attendance were William Hibbard, Robert Schleef, and Stanley Pipes, as well as HWSD attorney Wayne Flowers. Kathryn Boucher was present as recording secretary.

## Administrative

Approval of minutes – Robert Schleef made a motion to approve the submitted minutes from the March 13 Board of Supervisors meeting as written; motion passed.

The meeting was then turned over to Stanley Pipes.

## District Business

Tax Collector and Property Appraiser Agreement update – Stanley Pipes has not received executed documents yet. Per Loree French, City Attorney, everything is on track for the 2012 HWSD assessment in November.

Dredging Permit amendment to use Bartram Island as the spoil site – Paul Stroup sent William Hibbard the amendment to forward to the Corp of Engineers last month. William Hibbard hasn't heard anything back, but there should be an update by the next meeting.

Easement reassignment from HWA to HWSD – Bob Birtalan is working on it; nothing has been done to date.

Discussion of alternative spoil sites – Regarding the Ft. Caroline property, Stanley Pipes had a meeting with Wayne Flowers and Shaun Kelley, city zoning department, to discuss zoning issues. Zoning for a spoil site would need to be heavy industrial or waterfront related use, which wouldn't be possible. The property could be approached as low density residential unit, with the fill being added for development, but Shaun Kelley was not encouraging on this approach. Zoning as PBF1 – public lands designation could be possible, as the property is on an arterial road. The City Council must agree to it being a park, since they would have to assume maintenance one day. The tree ordinance would need to be considered, with fees based on tree trunk diameter, which can be mitigated by planting trees back. A contractor is going to look at the property to get an idea of the cost of removing trees and building berms. The park

must be planned to the standards of the city council to be accepted. Development can be done in phases, with the back part completed after the next 7 year period. The next step will depend on the cost of clear-cutting the property. No bid will be submitted at this time.

Dredging contractor update –A basic list of qualifications required was obtained from JPA and will be submitted to Wayne Flowers. Mike Brandy received a bid from David Driver for \$1.1 million, which would be in addition to the \$300,000 spoil site costs. A meeting has been scheduled for later this month to discuss costs. An extension on the due date for the dredge could be obtained if needed. A loan from the League of Cities was discussed as a possibility.

### Financial

2012/2013 Budget Review – Finance Committee on May 1, 10:00am, City Council Chamber – Stanley Pipes or William Hibbard will attend the question and answer session.

Annual Audit – Discussion with Dylan Reingold and Kirk Sherman – Budget for fiscal year 2011-2012 is zero, so an audit may not be necessary this year. A letter will be submitted stating that the expenditures have been below \$50,000, which will excuse the audit for fiscal year 2011/2012.

Invoice from JPA for spoil site tipping fee – The invoice does not have to be paid until HWSD receives the formal notification that spoil site is ready. Then the anticipated CFT will be submitted to determine the final fee.

Approval to disburse funds for Legal Services – Motion to approve \$ 963.59 for legal services in February to Lewis, Longman & Walker; motion passed.

Stanley Pipes presented a pro forma amortization schedule for a <sup>\$ 500,000</sup> ~~\$350,000~~ loan from the Florida League of Cities. Wells Fargo isn't interested in offering a loan due to the small amount. Banks are hesitant to loan due to HWSD not having collected an assessment. *lp*

It was noted that HWSD has spent \$16,117.00 to date, leaving a remaining line of credit from the HWA of \$23,800.

### District Schedule

Date of Public Hearing & Meeting to Adopt Rules of Procedure: Hearing scheduled for 7/24/2012

Publish and Mail Notice Designating the Date for a Public Hearing to Determine the 2012 Harbour Waterway Special District Non-Ad Valorem Assessment: Scheduled for the week of 5/14/2012

Designation of Date of Public Hearing to Adopt Resolution for the Harbour Waterway Special District Non-Ad Valorem Assessment for 2012: Hearing scheduled for 6/27/2012

End of Fiscal Year for the District: June 30, 2012

Annual Audit & Minutes Due to City Council: July 15, 2012

Other Business

Legal and Compliance Issues – Legislation was passed on special districts, regarding consolidation of independent districts, which so far would have little impact on this board.

Other Business – Isle of Palms Special District – Boards will share information where applicable, due to similar concerns.

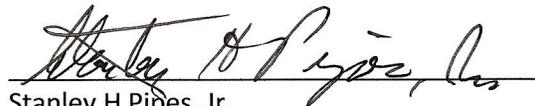
Adjournment

Meeting adjourned at 7:45 PM. The next meeting is scheduled for May 15<sup>th</sup>.

Respectfully submitted,



Kathryn Boucher  
Recording Secretary



Stanley H Pipes, Jr.  
Secretary / Treasurer