

HARBOUR WATERWAY SPECIAL DISTRICT

TUESDAY, JUNE 11, 2013

MEETING MINUTES

Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Resurrection Episcopal Church on June 11, 2013. The meeting was called to order at 7:04 PM by Chairman William Hibbard. In attendance were William Hibbard, Robert Schleef, and Stanley Pipes. It was noted that there was a quorum present. HWSD Attorney Wayne Flowers was present. Kathryn Boucher was present as recording secretary.

Public Hearing - 2013 Non-Ad Valorem Assessment

The 2013 assessment is proposed to be at the same rate as the 2012 non-ad valorem assessment. Residential parcels along the waterway will be assessed \$2,000. The marina is tax exempt. Easements are assessed at \$1,000, 750, or \$500, based on location. A total of \$215,000 will be assessed. There was one member representing the marina present, with no other members of the public in attendance. The public hearing was closed.

Administrative

Approval of Minutes from May 11, 2013 – Motion made to approve the minutes as written; motion passed.

District Business

Resolution 2013-07, Adoption of 2013 Non-Ad Valorem Assessment – The property appraiser's tax roll was presented. There were eight properties that changed ownership from last year. Motion made to approve Resolution 2013-07; motion passed unanimously.

Resolution 2013-08, Approval to repay HWA Loan in the amount of \$11,000.00 – In order to provide startup funds and open the HWSD bank account, the balance of the allocated HWA funds was deposited into BB&T as a short term loan to the HWSD. After collections began for the 2012 Assessment, the funds became available to repay the HWA. This will have no impact on the dredge, as the HWA will apply the funds toward the dredging project. Motion made to approve Resolution 2013-08; motion carried unanimously.

Proposed Meeting Schedule for FY 2013-14 – The next 12 months’ meetings will be reserved with Resurrection Episcopal Church, on the 2nd Tuesday of each month. There may be some change in the schedule, as business will necessitate holding meetings less frequently. These dates will be published. Motion was made to accept the schedule as written; motion passed.

Dredge America – 2013 Dredging Project Update – The forecast was downgraded, due to a problem with the dredge pump; seven work days were lost. Acceptance Reach 2 was redefined during this down time, resulting in a measurement under the budgeted amount. Several spots were re-dredged, due to not reaching the agreed upon depth. The booster pump is now in operation. The dredge is about 3,426 cubic yards under budget, which will be made up as the dredge progresses. The timeline has been extended to July 17th to finish dredging. The dredge is currently in the basin. The dredging budget was presented to the board; due to under-dredging, there is a projected surplus. There has been a problem with debris in the canal that has to be cleared out of the cutter head of the dredge.

JEA Pipeline Crossing – Starboard Dr. to Portside Dr. – No update.

Boats that need to be moved – There are 2 boats that could potentially be damaged and one other that is in the way.

Financial

Non-Ad Valorem Assessment for 2012 – \$209,500 has been paid to date; after expenses \$194,861 is available to HWSD. No further funds are expected in the near future.

Acceptance Reach #2 - \$132,147.60 paid to Dredge America – Payment has been withdrawn from the project fund.

Annual Audit Due Mid-July – Roy Miller & Associates – The fiscal year ends June 30th. Stanley Pipes will work with Roy Miller.

Supervisor of Elections – Financial Disclosure Form 1 Due by July 1 – There are fees if forms are not received on time. All officers are required to submit the form.

Approval to disburse funds for Dredging Operations, HWA Loan, Legal and Administrative Services – Acceptance Reach 3 will be due before the next scheduled meeting, so the disbursement is allotting for 10% over the dredging forecast. \$53,896.53 remains for the HWSD operating budget until the funds from the next assessment come in. Motion made to approve the disbursement of \$302,540.08; motion passed.

District Schedule

Next Scheduled Board Meeting - July 9, 2013 at Resurrection Episcopal Church

Other Business

Legal and Compliance Issues – Senate Bill 50 was discussed, regarding the public’s right to comment on non-administrative issues. The HWSD will adopt a policy to bring the District into compliance with the new regulation. Attorney Wayne Flowers will draft an update to the board’s policy to fulfill this requirement.

Comments and Questions from the Audience

There were no comments from the public.

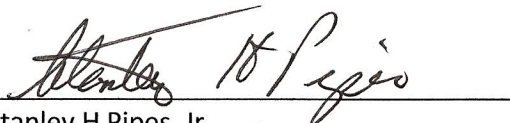
Adjournment

The meeting was adjourned at 7:46 PM. The next monthly board of supervisors meeting is scheduled for July 9, 2013.

Respectfully submitted,



Kathryn Boucher
Recording Secretary



Stanley H Pipes, Jr.
Secretary / Treasurer