

**HARBOUR WATERWAY
SPECIAL DISTRICT
Agenda**

Thursday
October 18, 2012
7:00 pm

Resurrection Episcopal Church
12355 Fort Caroline Rd.
Jacksonville, FL. 32225

- I. Introduction**
 - a. Call to Order
 - b. Roll Call / Quorum

- II. Administrative**
 - a. Approval of Minutes
 - i. *Minutes from September 11, 2012*

- III. District Business**
 - a. Dredging Permit amendment to use Bartram Island as the spoil site – Status
 - b. Dredging Bid Proposals – Status
 - c. Marine Survey for 2012
 - d. 60 day Notification to JPA of intent to use spoil site
 - e. Tax Collector Agreement – Status
 - f. Accounting Firm for the District – Roy Miller and Associates

- IV. Financial**
 - a. Non-Ad Valorem Assessment for 2012 – Status
 - b. Loan commitment from Ameris Bank
 - c. Florida League of Cities – Loan update
 - d. Approval to disburse funds for Legal Services

- V. District Schedule**
 - a. Next Scheduled Board Meeting
 - i. *November 13, 2012 – Resurrection Episcopal Church*
 - b. Date of Public Hearing & Meeting to Adopt Rules of Procedure
 - i. *Hearing scheduled for November 13, 2012*

- VI. Other Business**
 - a. Legal and Compliance Issues
 - b. Other Business

- VII. Comments and Questions from Audience**

- VIII. Adjournment of HWSD Meeting**

HARBOUR WATERWAY SPECIAL DISTRICT

THURSDAY, OCTOBER 18, 2012

MEETING MINUTES

Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Resurrection Episcopal Church, at 7:00 PM on October 18, 2012. The meeting was called to order at 7:00 PM by Chairman William Hibbard. In attendance were Paul Stroup, Robert Schleef, William Hibbard, and Stanley Pipes. Brenna Durden was present on behalf of HWSD Attorney Wayne Flowers. Kathryn Boucher was present as recording secretary.

Administrative

Approval of Minutes from September 11th, 2012 – Motion to approve the minutes as presented; motion passed.

District Business

USACE Dredging Permit amendment to use Bartram Island as the spoil site – Paul Stroup last spoke to his contact at the Corp of Engineers on September 17th, but hasn't received a response since then. November 16th is the beginning of action plan for the dredging project. If necessary, it should be possible to begin the project without the completed amendment.

Dredging Bid Proposals – Stanley provided the board with a list of the dredgers who have contacted HWSD with interest. A bidding service called Bidclerk.com has also posted the announcement. There were modifications to dates in the bid package made since the last board of supervisors meeting.

Marine Survey for 2012 – Rick Sawyer at Arc Survey will send a proposal with costs. The survey is tentatively scheduled for November 19th.

60 Day Notification to JPA of intent to use spoil site – This assumes that the spoil site has been completed and is ready for HWSD to use. This is the farthest out notification that must be made for the HWSD project.

Tax Collector Agreement – The agreement has been fully executed and copies have been received. The Board will approve a bank to setup a checking account for the District at the November 13 meeting.

Accounting Firm for the District – Roy Miller and Associates was contacted by Stanley Pipes. Audits at the city and state level must be done next year.

Financial

Non-Ad Valorem Assessment for 2012 – Stanley Pipes is waiting on Laurie French to give HWSD a contact to set up accounts.

Loan Commitment from Ameris Bank – Stanley Pipes met with Ameris today. The loan commitment letter must be signed by November 16th. The loan now only includes HWSD, not HWA. All monies from HWA should be moved to Ameris with a separate account set up for the “special project”. Chris Bouton is the new contact at Ameris, as Robert Flynt is retiring. A check for \$10,000 must be included with commitment letter.

Florida League of Cities - Loan update – Molly Hall has updated the loan request, which is now for \$650,000. HWSD will review their proposal at the November 13th meeting.

Approval to disburse funds – Motion made to approve funds as listed, totaling \$1,132.12; motion passed.

District Schedule

Next Scheduled Board Meeting: November 13, 2012 at Resurrection Episcopal Church – Dredging proposals will be reviewed and a dredger will be chosen for contract negotiations.

Date of Public Hearing & Meeting to Adopt Rules of Procedure: Rescheduled to January 8th 2013

Other Business

Legal and Compliance Issues – Nothing to report.

Other Business – Paul Stroup brought up the issue of leaning channel markers and a missing sign. William Hibbard recommended using the contractor who repaired his bulkhead.

Comments and Questions from the Audience

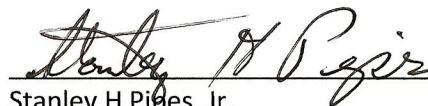
Adjournment

The meeting was adjourned at 7:35 PM. The next monthly board of supervisors meeting is scheduled for November 13th, 2012.

Respectfully submitted,



Kathryn Boucher
Recording Secretary



Stanley H Pipes, Jr.
Secretary / Treasurer