

# HARBOUR WATERWAY SPECIAL DISTRICT

TUESDAY, SEPTEMBER 11, 2012

## MEETING MINUTES

### Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Regency Public Library, at 7:00 PM on September 11, 2012. The meeting was called to order at 7:00 PM by Chairman William Hibbard. In attendance were Paul Stroup, William Hibbard, and Stanley Pipes. HWSD Attorney Wayne Flowers was present. Kathryn Boucher was present as recording secretary. It was noted that there was a quorum present.

### Administrative

Approval of Minutes from August 20<sup>th</sup>, 2012 – Motion to approve the minutes as presented; motion passed.

### District Business

Dredging Permit amendment to use Bartram Island as the spoil site – Paul Stroup can place call to check on status, but he doesn't expect news before October.

Dredging Bid Package – Board members were presented with the package as amended. Ed Morales of Bergmann Associates was hired as a consultant; he made changes to indemnification clauses, insurance, and the performance and payment bond. It will be specified that the 2010 survey will be used for bidding. There was discussion of doing the new survey prior to the bidding process. A survey must be done within 90 days of the dredge beginning. The insurance requirements in the contract with JPA will be included in insurance section of package. JPA will become the co-insurer. Motion to approve bid package subject to non-material changes; motion approved. Stanley Pipes will submit the bid package to dredgers registered in Manta and will advertise in the Financial News and a dredging trade journal, if possible.

Tax Collector Agreement – Stanley Pipes has sent all the signed documents, but has not received back the final agreement.

### Financial

Non-Ad Valorem Assessment for 2012 – Everything is on track. No challenges are expected.

Loan Proposal from Ameris Bank – Bob Flynt, vice president at Ameris Bank, said that Ameris is open to a higher loan amount. Wayne explained that HWSD is not non-taxable because the board does not have ad-valorem taxing authority. This leads to a higher interest rate than if the HWSD were non-taxable. Stanley Pipes will revisit Florida League of Cities’ loan offer to compare. Motion to sign the non-binding letter of intent with Ameris to continue the loan process; motion passed. Ameris will require that HWSD to open a checking account.

Florida Municipal Insurance Trust (FMIT) – Annual Billing \$4,108 for general liability insurance for fiscal year 2012-2013. Motion to disburse funds; motion passed.

Approval to disburse funds for Legal Services – Motion to disburse \$258.75 to Wayne Flowers for legal services rendered; motion passed.

\$14,000 is left in funds in the HWA account. This should be moved into a new HWSD account, possibly at Ameris Bank. 90 days are left before the assessment.

#### District Schedule

Next Scheduled Board Meeting: October 9, 2012 Regency Public Library (Tentative) – Effective October 1<sup>st</sup>, city budget cuts have made Regency Library no longer a possible meeting location due to earlier closing times. Resurrection Episcopal Church will be contacted to secure meeting locations for the October, November, and December 2012 meetings.

Date of Public Hearing & Meeting to Adopt Rules of Procedure: Scheduled for November 13, 2012

#### Other Business

Legal and Compliance Issues – Nothing to report at this time.

Other Business – None.

#### Comments and Questions from the Audience

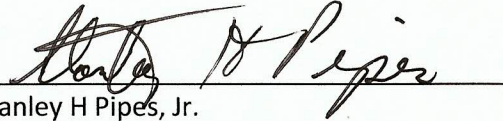
#### Adjournment

The meeting was adjourned at 7:40 PM. The next monthly board of supervisors meeting is scheduled for October 9<sup>th</sup>, 2012.

Respectfully submitted,



Kathryn Boucher  
Recording Secretary



Stanley H Pipes, Jr.  
Secretary / Treasurer

**HARBOUR WATERWAY  
SPECIAL DISTRICT  
Agenda**

Tuesday  
September 11, 2012  
7:00 pm

Regency Public Library  
9900 Regency Square Blvd  
Jacksonville, FL. 32225

- I. Introduction**
  - a. Call to Order
  - b. Roll Call / Quorum
  
- II. Administrative**
  - a. Approval of Minutes
    - i. Minutes from August 20, 2012*
  
- III. District Business**
  - a. Dredging Permit amendment to use Bartram Island as the spoil site – Status
  - b. Dredging Bid Package – Status
    - i. Ed Morales – Bergmann Associates*
  - c. Tax Collector Agreement - Status
  
- IV. Financial**
  - a. Non-Ad Valorem Assessment for 2012 – Status
  - b. Loan Proposal from Ameris Bank
  - c. Florida Municipal Insurance Trust (FMIT) – Annual Billing
  - d. Approval to disburse funds for Legal Services
  
- V. District Schedule**
  - a. Next Scheduled Board Meeting
    - i. October 09, 2012 – Regency Public Library (Tentative)*
  - 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**