

HARBOUR WATERWAY
SPECIAL DISTRICT
Agenda

Tuesday
January 14, 2014
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 December 10, 2013*

- III. District Business**
 - a. 2013 non-Ad Valorem Tax - Update
 - b. 2014 non-Ad Valorem Tax Assessment – Changes?
 - c. FY 2014 / 2015 Budget due March 31
 - d. Channel Marker Signs & Pilings –
 - i. Phil Iselin – Pilings*
 - ii. First Sign – Channel Markers*
 - e. “Form 1” Due to Supervisor of Elections on or before June 30. Penalties apply for late submissions.
 - f. Election Year for Board of Supervisors Seats 2 and 4.

- IV. Financial**
 - a. Approval to disburse funds Legal and Administrative Services

- V. District Schedule**
 - a. Next Scheduled Board Meeting
 - i. February 11, 2014 – Resurrection Episcopal Church*

- VI. Other Business**
 - a. Legal and Compliance Issues
 - i. Public Records Request*

- VII. Comments and Questions from Audience**

- VIII. Adjournment of HWSD Meeting**

HARBOUR WATERWAY SPECIAL DISTRICT

TUESDAY, JANUARY 14, 2014
MEETING MINUTES

Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Resurrection Episcopal Church on January 14, 2014. The meeting was called to order at 7:00 PM by Chairman William Hibbard. In attendance were William Hibbard, Robert Schleef, Paul Stroup, Robert Birtalan and Stanley Pipes. It was noted that there was a quorum present. Attorney Dan Richardson was present on behalf of HWSD Attorney Wayne Flowers. Kathryn Boucher was present as recording secretary.

Administrative

Approval of Minutes from December 10, 2013 – Motion made to approve the minutes as written; motion passed.

District Business

2013 non-Ad Valorem Tax – To date 88% of the anticipated funds have been collected, for a total HWSD distribution of \$175,081.34. It is expected that there will be an increase over last year of around \$8,000. There are two properties in bankruptcy and payment is not expected from them. Two properties are on the installment payment plan.

2014 non-ad Valorem Tax Assessment – If the tax assessment for the easement properties is to be changed for the next year, the process would need to be started soon. After a brief discussion, the Board decided not to pursuing changes for FY 2014 / 2015.

FY 2014 / 2015 Budget due March 31 – Quickbooks has been purchased and loaded. Stanley Pipes has a meeting with the CPA next week. After that meeting, the financial statements for the annual audit will need to be uploaded to the Department of Financial Reporting website.

Channel Marker Signs & Pilings – The bid for \$6,300 has been finalized with Phil Iselin and an agreement will be signed this week. The signs have been received and are ready to be put in place. Work should begin the following week.

“Form 1” Due to Supervisor of Elections on or before June 30 - Penalties apply for submissions later than July 1st. The form can be completed online and mailed to the Supervisor of Elections.

