

**HARBOUR WATERWAY**  
**SPECIAL DISTRICT**  
*Agenda*

Tuesday  
July 09, 2013  
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 June 11, 2013*
  
- III. District Business**
  - a. Dredge America – 2013 Dredging Project Update
  - b. JEA Pipeline Crossing – Starboard Dr. to Portside Dr.
  - c. Boats that need to be moved
  
- IV. Financial**
  - a. Non-Ad Valorem Assessment for 2012 – Update
  - b. Acceptance Reach #3 - Complete
  - c. Annual Audit Due Mid-July – Roy Miller & Associates
  - d. Approval to disburse funds for Dredging Operations, Legal, and Administrative Services
  
- V. District Schedule**
  - a. Next Scheduled Board Meeting
    - i. August 13, 2013 – Resurrection Episcopal Church*
  
- VI. Other Business**
  - a. Legal and Compliance Issues
  
- VII. Comments and Questions from Audience**
  
- VIII. Adjournment of HWSO Meeting**

# HARBOUR WATERWAY SPECIAL DISTRICT

TUESDAY, JULY 9, 2013  
MEETING MINUTES

## Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Resurrection Episcopal Church on July 9, 2013. 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 Richards was present on behalf of Wayne Flowers. Kathryn Boucher was present as recording secretary.

## Administrative

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

## District Business

Dredge America – 2013 Dredging Project Update – Acceptance reach # 3 has been completed. The dredger's pipe has burst twice during pressure testing, possibly due to kinks caused by the current in the channel between Bartram Island and Reed Island. A day is lost each time the pipe bursts. Extra anchors have been added to prevent kinks in the line. The total forecast calls for 61,576 cubic yards, but the dredge will be short because of the narrowness of the Channel 3A and 3B. Any shortage may be made up from the "T" toward the bulkheads at the power lines. The extra dredging will make the channel wider, not deeper. About 42,000 cubic yards of material has been taken out to date, with 17,000-18,000 cubic yards left to go. The projected end date is July 28<sup>th</sup> for dredging, followed by several weeks of demobilization. The canal should be back open in mid-August.

JEA Pipeline Crossing – Starboard Dr. to Portside Dr. – A utility locate request was put in to JEA. JEA confirmed that there is a sewer line and water main crossing the Channel 3A, could not confirm whether the lines were inactive. JEA indicated that the lines are capped, but may still be attached to an active line. The sewer line may be the same one that was clipped by a tug boat years ago. The board received an exception letter from JEA granting permission to dredge. The pipe crossing is in the path of the dredge during the upcoming weekend.

Boats that need to be moved – New places have been secured for all the boats along Portside Drive and Starboard Drive. Next Thursday is scheduled to move the boats. Owners have granted permission to tow any disabled boats that are in the path of the dredge.

## Financial

Non-Ad Valorem Assessment for 2012 – \$215,000 was assessed and \$211,500 has been paid, with a net of \$197,043.65. One payment was collected in June, with a penalty. Three parcels remain delinquent, two of which are in bankruptcy.

Acceptance Reach #3 - The total amount due is estimated to be up to \$247,782 subject to the post marine survey.

Annual Audit – Roy Miller & Associates – Stanley Pipes has been working with the accountants. The fiscal year ended with \$344,784 in the combined accounts. To date, \$472,963 has been paid to Dredge America and \$8,550 to ARC Survey.

Approval to disburse funds for Dredging Operations, Legal and Administrative Services – The approved amount includes all the expenses to come due before the August meeting. This includes Acceptance Reach #3, with an upward variance based on the previous survey, as well as ARC survey and Roy Miller. Acceptance reach # 4 will max out the HWSD budget, with a reserve for operating expenses remaining in the HWSD accounts. HWA will pick up the balance for Acceptance Reach # 4. The HWA has \$440,000. The budgets for the HWSD and HWA were presented to the board. A surplus of \$62,000 is expected between the HWSD and HWA. \$302,345.00 was approved to be disbursed.

## District Schedule

Next Scheduled Board Meeting – August 13, 2013 at Resurrection Episcopal Church

## Other Business

Legal and Compliance Issues – None to be reported.

## Comments and Questions from the Audience

One member of the public asked when boats can be returned to the canal; the end of August should be clear. The professionalism of Dredge America was complimented. There have been 2 thefts of Dredge America's property; a tide gauge and a lawn mower were stolen.

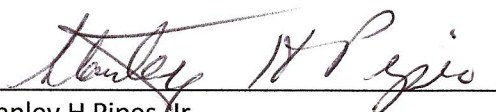
Adjournment

The meeting was adjourned at 7:37 PM. The next monthly board of supervisors meeting is scheduled for August 13, 2013.

Respectfully submitted,



Kathryn Boucher  
Recording Secretary



Stanley H Pipes, Jr.  
Secretary / Treasurer

# HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds:

Tuesday, July 09, 2013

Date	Num	Description	Memo	Amount
7/9/2013	1032	Kathyrn Boucher	HWSD - Administrative Services	(100.00)
7/9/2013	1033	Resurrection Episcopal Church	HWSD - Meeting Place	(75.00)
7/9/2013	1034	Lewis Longman & Walker	HWSD - Legal Services	(724.50)
7/15/2013	Wire	Dredge America, Inc	Acceptance Reach # 3 - plus 10% variance	(247,782.66) (24,778.27)
7/15/2013	TBD	Arc Surveying & Mapping	Post Marine Survey - Accpt Reach #3	(2,500.00)
8/1/2013	TBD	Roy Miller & Associates	FY 2012-2013 Annual Audit	(3,000.00)
8/5/2013	Wire	Dredge America, Inc	Acceptance Reach # 4 - Up to: plus 10% variance	(18,986.07) (1,898.61)
8/5/2013	TBD	Arc Surveying & Mapping	Post Marine Survey - Accpt Reach #4	(2,500.00)
<b>TOTAL REQUESTED DISBURSEMENT:</b>				<b>\$ (302,345.11)</b>
<b><u>TOTAL HWSD ASSETS</u></b>				
6/30/2013		BB&T CHECKING ACCOUNT		<b>\$ 167,137.14</b>
6/30/2013		PROJECT FUND ACCOUNT		<b>\$ 177,647.38</b>
<b>TOTAL HWSD AVAILABLE FUNDS</b>				<b>\$ 344,784.52</b>
<b>HWSD BALANCE AFTER DISBURSEMENTS</b>				<b>\$ 42,439.41</b>