

**HARBOUR WATERWAY
SPECIAL DISTRICT**
Agenda

Tuesday
January 13, 2015
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 November 11, 2014*

- III. District Business**
 - a. Appointment of vacant Board Seat 1 to finish out term for William Hibbard
 - b. Ordinance 2010-725-E Amendment – Regulations on Dock & Bulkhead Construction
 - c. Form 1 – Supervisor of Elections _ Due July 1st
 - d. Spoil Site Procurement – Reed Island

- IV. Financial**
 - a. 2014 Non-Ad Valorem Assessment
 - b. Principal & Interest Due May 1 on 2012 & 2013 Series Bonds
 - c. Roy Miller Audit Agreement
 - d. Approval to disburse funds

- V. District Schedule**
 - a. Next Scheduled Board Meeting
 - i. February 11, 2015 – Resurrection Episcopal Church*

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

- VII. Comments and Questions from Audience**

- VIII. Adjournment of HWSD Meeting**

HARBOUR WATERWAY SPECIAL DISTRICT

2014 NON-AD VALOREM ASSESSMENT - DISTRIBUTION REPORT

1/13/2015

DATE	GROSS TAX	EARLY PAYMENT DISCOUNT	NET TAX	TC FEE	PA FEE	DISTRIBUTION
NOVEMBER						
1 - 7	6,759.16	(255.12)	6,504.04	(130.08)	(97.56)	6,276.40
8 - 18	40,000.00	(1,600.00)	38,400.00	(768.00)	(576.00)	37,056.00
19 - 30	99,000.00	(3,960.00)	95,040.00	(1,900.80)	(1,425.60)	91,713.60
DECEMBER						
1 - 9	16,111.85	(643.36)	15,468.49	(309.37)	(232.03)	14,927.09
10 - 17	2,000.00	(80.00)	1,920.00	(38.40)	(28.80)	1,852.80
18 - 26	4,285.04	(148.91)	4,136.13	(82.72)	(62.04)	3,991.37
27 - 31	4,000.00	(120.00)	3,880.00	(77.60)	(58.20)	3,744.20
JANUARY						
1 - 14	13,008.03	(315.12)	12,692.91	(253.86)	(190.39)	12,248.66
15 - 31	8,000.00	(160.00)	7,840.00	(156.80)	(117.60)	7,565.60
February						
1 - 14		-	-	-	-	-
15 - 28		-	-	-	-	-
March						
1 - 31		-	-	-	-	-
April						
1 - 17		-	-	-	-	-
18 - 30		-	-	-	-	-
May						
1 - 15		-	-	-	-	-
16 - 31		-	-	-	-	-
September						
1 - 30		-	-	-	-	-
<i>Unpaid Assessments</i>	21,835.92	(218.36)	21,617.56	(432.35)	(324.26)	(Projected) 20,860.95
TOTAL DISTRIBUTIONS	193,164.08	(7,282.51)	185,881.57	(3,717.63)	(2,788.22)	\$ 179,375.72
% Collected	89.8%					
TOTAL TAX BILLED	215,000.00					

HARBOUR WATERWAY SPECIAL DISTRICT
TUESDAY, JANUARY 13, 2015
MEETING MINUTES

Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Resurrection Episcopal Church on January 13, 2015. The meeting was called to order at 7:00 PM by Robert Birtalan. In attendance were Robert Birtalan, Paul Stroup, Robert Schleef and Stanley Pipes. It was noted that there was a quorum present. Attorney Howard Cohn was present on behalf of HWSD Attorney Wayne Flowers. Kathryn Boucher was present as recording secretary.

Administrative

Approval of Minutes from November 11, 2014 – Motion made to approve the minutes as written; motion passed.

District Business

Appointment of vacant Board Seat 1 to finish out term for William Hibbard – Lindsey Brock and Joe Baglino were discussed as a potential candidates. Robert Schleef will discuss the position with Lindsey.

Ordinance 2010-725-E Amendment – Regulations on Dock & Bulkhead Construction – Jodie Brooks has received the latest draft of the amendment and the board is waiting for a reply. The clause regarding the movement of vessels had been removed from the draft.

Form 1 – Supervisor of Elections – Due July 1st – The board members were reminded to submit their forms. This must be handled every year.

Spoil Site Procurement – Reed Island – This issue remains on the table.

Financial

2014 Non-Ad Valorem Assessment – 80.1% of funds have been collected for a total of \$172,156.05. More households have chosen the installment payment plan than did last year.

Principal & Interest Due May 1 on 2012 & 2013 Series Bonds – \$128,000 for principal and \$9,757.40 for interest.

Roy Miller Audit Agreement – The agreement was presented to the board, which is exactly the same as last year's. The agreement is for three years, at \$3,000 per year. The cost may increase by the CPI each year. Motion made to approve the agreement as presented; motion passed.

Approval to disburse funds for Legal and Administrative services – All payments made over the last 2 months were presented. Motion made to approve January disbursement of \$775.00; motion passed. The projected ending balance after disbursements and debt service is \$44,663.64.

District Schedule

Next Scheduled Board Meeting – The next meeting will be February 10, 2015 at Resurrection Episcopal Church.

Other Business

Legal and Compliance Issues – Nothing at this time.

Comments and Questions from the Audience

Former chairman William Hibbard was present. Regarding the proposed ordinance, William reminded the board that the covenants from the neighborhoods were signed over to the HWSD at its inception.

William Hibbard received a certificate from the Florida Dept. of State stating that he was elected to the HWSD, despite the fact that he resigned his position. He presented it to the board so that they could investigate any potential mistakes in the state records.

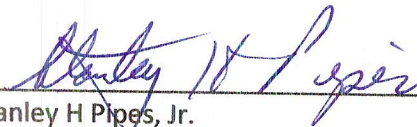
Adjournment

The meeting was adjourned at 7:12 PM. The next monthly board of supervisors meeting is scheduled for Feb 11, 2015.

Respectfully submitted,



Kathryn Boucher
Recording Secretary



Stanley H Pipes, Jr.
Secretary / Treasurer

HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds:

Tuesday, January 13, 2015

Date	Num	Description	Memo	Amount
CURRENT ASSETS				
10/31/2014		BB&T CHECKING ACCOUNT		\$ 38,807.37
		TOTAL DEPOSITS	November 1 thru December 31	155,571.07
TOTAL CURRENT ASSETS				\$ 194,378.44
DISBURSEMENTS				
11/11/2014	1103	Resurrection Episcopal Church	HWSD - Meeting Place	(75.00)
11/11/2014	1101	Kathryn Boucher	HWSD - Administrative Services	(100.00)
11/11/2014	1102	Lewis Longman & Walker	HWSD - Legal Services	(325.00)
10/14/2014	1098	Florida Association of Special Districts	HWSD - Professional Dues	(750.00)
11/15/2014	1104	Florida Dept of Economic Development	HWSD - Professional Dues	(175.00)
12/31/2014		Bank Charge		-
DISBURSEMENTS - SubTotal				(1,425.00)
TOTAL ENDING BALANCE				\$ 192,953.44
REQUESTED DISBURSEMENTS				
1/13/2015		Resurrection Episcopal Church	HWSD - Meeting Place	(150.00)
1/13/2015		Kathryn Boucher	HWSD - Administrative Services	(150.00)
1/13/2015		Lewis Longman & Walker	HWSD - Legal Services (Nov & Dec)	(475.00)
TOTAL REQUESTED DISBURSEMENT:				\$ (775.00)
PROJECTED DEBT SERVICE				
5/1/2015		Revenue Notes - Interest Payment	Series 2012 & 2013	(9,757.40)
5/1/2015		Revenue Notes - Principal Payment	Series 2012 & 2013	(128,000.00)
11/1/2015		Revenue Notes - Interest Payment	Series 2012 & 2013	(9,757.40)
PROJECTED DEBT SERVICE EXPENSE:				\$ (147,514.80)
TOTAL HWSO DISPOSABLE FUNDS				
BB&T CHECKING ACCOUNT				\$ 44,663.64
ENDING BALANCE after DISBURSEMENTS & DEBT SERVICE				\$ 44,663.64