

**HARBOUR WATERWAY
SPECIAL DISTRICT
Agenda**

Tuesday
August 11, 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. Public Hearing – Waterway Regulations**

- III. Administrative**
 - a. Approval of Minutes
 - i. Minutes from July 14, 2015*

- IV. District Business**
 - a. Resolution 2015-08 - Establish dock & bulkhead regulations
 - b. Annual Audit
 - c. Spoil Site Procurement – Reed Island

- V. Financial**
 - a. Approval to disburse funds

- VI. District Schedule**
 - a. Next Scheduled Board Meeting
 - i. September 8, 2015 – Resurrection Episcopal Church*

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

- VIII. Comments and Questions from Audience**

- IX. Adjournment of HWSD Meeting**

HARBOUR WATERWAY SPECIAL DISTRICT

TUESDAY, AUGUST 11, 2015

MEETING MINUTES

Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Resurrection Episcopal Church on August 11, 2015. The meeting was called to order at 7:00 PM by Robert Birtalan. In attendance were Robert Birtalan, Lindsey Brock, Paul Stroup, Robert Schleef, and Stanley Pipes. It was noted that there was a quorum present. Attorney Brenna Durden was present on behalf of HWSD attorney Wayne Flowers. Kathryn Boucher was present as recording secretary.

Public Hearing

Waterway Regulations – There were no members of the public present. The public hearing was adjourned at 7:02.

Administrative

Approval of Minutes from July 14, 2014 – Motion made to approve the minutes as written; motion passed.

District Business

Resolution 2015-08 – Establish dock & bulkhead regulations – The proposed regulations have been edited based on the comments from the previous meeting. Verbiage provided by HWSD attorney Wayne Flowers was added regarding the approval of variances. The District Manager, Stanley Pipes, may issue a permit to proceed for standard plans, which would then be presented to the board at the next meeting. If a member of the District wants to challenge a ruling made by the District Manager, the Board will revisit the case. FDEP regulations must be observed. The approved regulations will override or be in addition to any existing covenants and restrictions within the District. The distinction between the terms “canal” and “waterway” was discussed and revisions meant to clarify the terms were made to the document. Regarding the submission of variance proposals, the distance requiring notification was increased to 150 feet and notifications to property owners must be included with the application presented to the board. In Remedies, verbiage was added to designate costs incurred by the Board to correct violations will be an assessment against the property owner which is subject to the rules covered by the ordinances. Motion made to adopt Resolution 2015-08 as amended; motion passed. The method of distribution of the adopted regulations to the homeowners was discussed and will be decided upon in the next meeting.

Annual Audit – The audit is ongoing. The year-end financials were presented to the board.

Spoil Site Procurement – Reed Island – This issue will be addressed in the future. There was a discussion of making contact with the Port Authority and inviting City Councilperson Al Ferrero to a future meeting.

Financial

Approval to disburse funds – Motion made to approve disbursements for web hosting, legal, and administrative services totaling \$869.25; motion passed. After all projected debt service, the total disposable funds remaining in the BB&T checking account is \$84,233.57.

District Schedule

Next Scheduled Board Meeting – The next meeting will be September 8, 2015 at Resurrection Episcopal Church.

Other Business

Legal and Compliance Issues – Nothing to report.

Comments and Questions from the Audience

No members of the public were present.

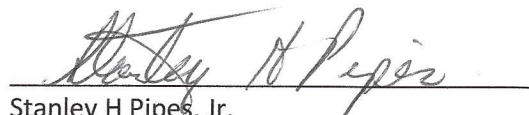
Adjournment

The meeting was adjourned at 8:02 PM. The next monthly Board of Supervisors meeting is scheduled for September 8, 2015.

Respectfully submitted,



Kathryn Boucher
Recording Secretary



Stanley H Pipes, Jr.
Secretary / Treasurer

RESOLUTION NO. 2015-08

A RESOLUTION OF THE HARBOUR WATERWAY SPECIAL DISTRICT, DUVAL COUNTY, FLORIDA, ADOPTING THE HARBOUR WATERWAY SPECIAL DISTRICT WATERWAY REGULATIONS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Harbour Waterway Special District (“HWSD”), was established through City of Jacksonville Ordinance No. 2010-725-E (“Ordinance”) and given responsibility therein for maintenance of the system of canals located within the boundaries of the HWSD ; and

WHEREAS, the Ordinance was amended through City of Jacksonville Ordinance No. 2015-233-E and given responsibility therein for creating rules and regulations governing dredging; and the construction, maintenance or repair of bulkheads, docks, wharfs, boat lifts, and other structures located on and adjacent to the system of canals located within the boundaries of the HWSD ; and


WHEREAS, the Board of Supervisors (“Board”) of the HWSD has determined that adoption of the Waterway Regulations will provide direction and standardization for residents in the District regarding bulkheads, docks, wharfs, boat slips and other structures on and adjacent to the waterway.

NOW THEREFORE, BE IT RESOLVED by the Board of the HWSD:

Section 1. The Board hereby adopts the Waterway Regulations attached hereto as Exhibit “A” to be utilized by the Board to review and approve requests for dock and bulkhead construction and maintenance.

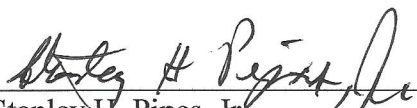
Section 3. This Resolution shall become effective upon adoption.

Passed and Adopted this 11th day of August, 2015.



Robert P. Birtalan
Board Chair

Attest:



Stanley H. Pipes, Jr.
Board Secretary

HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds:

Tuesday, August 11, 2015

Date	Num	Description	Memo	Amount
CURRENT ASSETS				
6/30/2015		BB&T CHECKING ACCOUNT	BEGINNING BALANCE	\$ 95,451.97
		TOTAL DEPOSITS	July 1 - 31	-
TOTAL CURRENT ASSETS				\$ 95,451.97
DISBURSEMENTS				
7/20/2015	1126	Resurrection Episcopal Church	HWSD - Meeting Place (July)	(75.00)
7/20/2015	1125	Kathryn Boucher	HWSD - Administrative Services (June)	(100.00)
7/23/2015	1124	Stanley Pipes	HWSD - Legal Notices	(91.75)
7/15/2015	1127	Lewis Longman & Walker	HWSD - Legal Services (June)	(325.00)
DISBURSEMENTS - SubTotal				(591.75)
7/31/2015				TOTAL ENDING BALANCE \$ 94,860.22
OUTSTANDING DISBURSEMENTS				
REQUESTED DISBURSEMENTS				
8/11/2015		William Hibbard	HWSD - Web Hosting Services	(150.00)
8/11/2015		Resurrection Episcopal Church	HWSD - Meeting Place (August)	(75.00)
8/11/2015		Lewis Longman & Walker	HWSD - Legal Services (July)	(500.00)
8/11/2015		Kathryn Boucher	HWSD - Administrative Services (July)	(100.00)
8/11/2015		Stanley Pipes	HWSD - Legal Notices	(44.25)
TOTAL REQUESTED DISBURSEMENT:				\$ (869.25)
PROJECTED DEBT SERVICE				
11/1/2015		Revenue Notes - Interest Payment	Series 2012 & 2013	(9,757.40)
PROJECTED DEBT SERVICE EXPENSE:				\$ (9,757.40)
TOTAL HWSD DISPOSABLE FUNDS				
BB&T CHECKING ACCOUNT		ENDING BALANCE after DISBURSEMENTS & DEBT SERVICE		\$ 84,233.57