

**HARBOUR WATERWAY
SPECIAL DISTRICT**

Agenda

Tuesday
January 12, 2016
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 10, 2015*

- III. District Business**
 - a. Spoil Site Procurement – Reed Island

- IV. Financial**
 - a. 2015 HWSD non-Ad Valorem Assessment
 - b. Approval to disburse funds

- V. District Schedule**
 - a. Next Scheduled Board Meeting
 - i. February 9, 2016 – 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

TUESDAY, JANUARY 12, 2016

MEETING MINUTES

Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Resurrection Episcopal Church on January 12, 2016. The meeting was called to order at 7:00 PM by Robert Birtalan. In attendance were Robert Birtalan, Paul Stroup, Lindsey Brock and Stanley Pipes. It was noted that there was a quorum present. HWSD attorney Wayne Flowers was present. Kathryn Boucher was present as recording secretary.

Administrative

Approval of Minutes from November 10, 2015 – Motion made to approve the minutes as amended; motion passed.

District Business

Spoil Site Procurement – Reed Island – Lindsey Brock met with City Councilman Aaron Bowman's aid, Terrance Freedman, who put him in touch with JaxPort. Lindsey Brock contacted JaxPort and began discussions to acquire Reed Island as a potential spoil site. The next steps are to continue discussions at JaxPort with Brian Taylor and/or David Stubbs. The St Johns River side of Reed Island is owned by the City and the Mill Cove side is owned by JaxPort. The property also has an Army Corp of Engineers easement, but it may be possible to get the easement released. The permit for the spoil site on Bertram Island has expired. The Board faces a time crunch due to the potential sale of the City's property on Reed Island to a private developer. The current spoil site tipping fee of \$20 per cubic yard is prohibitive for future dredging projects. There was a discussion of repairing the extended breakwater /bulkhead the Board owns to prevent future silting, in the event a suitable spoil site could not be procured. Wayne Flowers suggested that the Board continue to escalate talks and gather more information.

Financial

2015 HWSD non-Ad Valorem Assessment – 83.7% of funds have been collected. The City is holding the funds longer than in previous years.

Approval to disburse funds – Motion made to approve disbursements for legal, web hosting, and administrative services totaling \$809.97; motion passed. After all projected debt service and the

outstanding assessment collection, the total disposable funds remaining in the BB&T checking account is \$121,922.88.

District Schedule

Next Scheduled Board Meeting – The next meeting will be February 9, 2016 at Resurrection Episcopal Church. The meeting will be held in the chapel, rather than the usual conference room.

Other Business

Legal and Compliance Issues – There was a discussion regarding the lawyer who may be used if additional legal council is necessary for the spoil site issue. The history of the Reed Island parcel was reviewed.

Comments and Questions from the Audience

No comments.

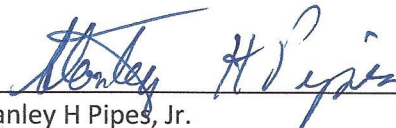
Adjournment

The meeting was adjourned at 8:10 PM. The next monthly Board of Supervisors meeting is scheduled for February 9, 2016.

Respectfully submitted,



Kathryn Boucher
Recording Secretary



Stanley H Pipes, Jr.
Secretary / Treasurer

HARBOUR WATERWAY SPECIAL DISTRICT

2015 NON-AD VALOREM ASSESSMENT - DISTRIBUTION REPORT

12/31/2015

DATE	GROSS TAX	EARLY PAYMENT DISCOUNT	NET TAX	TC FEE	PA FEE	DISTRIBUTION
NOVEMBER						
1 - 9	16,000.00	(640.00)	15,360.00	(307.20)	(230.40)	14,822.40
10 - 18	30,000.00	(1,200.00)	28,800.00	(576.00)	(432.00)	27,792.00
19 - 30	99,000.00	(3,960.00)	95,040.00	(1,900.80)	(1,425.60)	91,713.60
DECEMBER						
1 - 14	18,624.11	(698.72)	17,925.39	(358.51)	(268.88)	17,298.00
15 - 21	2,253.04	(118.29)	2,134.75	(42.70)	(32.02)	2,060.03
22 - 31	14,000.00	(440.00)	13,560.00	(271.20)	(203.40)	13,085.40
JANUARY						
1 - 14			-	-	-	-
15 - 31			-	-	-	-
February						
1 - 18			-	-	-	-
19 - 28			-	-	-	-
March						
1 - 17			-	-	-	-
18 - 31			-	-	-	-
April						
1 - 14			-	-	-	-
15 - 30			-	-	-	-
May						
1 - 31			-	-	-	-
June						
1 - 12			-	-	-	-
<i>Unpaid Assessments</i>						
	-					
TOTAL DISTRIBUTIONS	179,877.15	(7,057.01)	172,820.14	(3,456.40)	(2,592.30)	\$ 166,771.44
% Collected	83.7%					
TOTAL TAX BILLED	215,000.00					

HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds:

Tuesday, January 12, 2016

Date	Num	Description	Memo	Amount
CURRENT ASSETS				
10/31/2015		BB&T CHECKING ACCOUNT	BEGINNING BALANCE	\$ 88,755.00
		TOTAL DEPOSITS	November 1 thru December 31	153,686.03
TOTAL CURRENT ASSETS				\$ 242,441.03
CLEARED DISBURSEMENTS				
11/1/2015	Debit	Revenue Notes - Interest Payment	Series 2012 & 2013	(6,018.89)
11/10/2015	1143	Resurrection Episcopal Church	HWSD - Meeting Place (November)	(75.00)
11/10/2015	1144	Lewis Longman & Walker	HWSD - Legal Services (October)	(375.00)
11/10/2015	1142	Kathryn Boucher	HWSD _ Administrative Services (October)	(150.00)
DISBURSEMENTS - SubTotal				(6,618.89)
12/31/2015				TOTAL ENDING BALANCE \$ 235,822.14
OUTSTANDING DISBURSEMENTS / DEPOSITS				
10/8/2015	1135	FASD Annual Membership Fee	HWSD_Professional Dues	(750.00)
10/13/2015	1141	William Hibbard	HWSD - Web Hosting Services (10/02/2014 - 10/01/2015)	(239.88)
1/8/2016	Dep	Tax Collector	HWSD - 2015 Assessment (12-22 thru 31)	13,085.40
REQUESTED DISBURSEMENTS				
1/12/2016		Resurrection Episcopal Church	HWSD - Meeting Place (December & January)	(150.00)
1/12/2016		Lewis Longman & Walker	HWSD - Legal Services (November)	(375.00)
1/12/2016		Kathryn Boucher	HWSD _ Administrative Services (November & December)	(225.00)
1/12/2016		Stanley Pipes	HWSD - Web Hosting Services (1/03/2016 - 4/02/2016)	(59.97)
TOTAL REQUESTED DISBURSEMENT:				\$ (809.97)
PROJECTED REVENUE - 2015 ASSESSMENT				32,000.00
PROJECTED DEBT SERVICE				
5/1/2016		Revenue Notes - Principal Payment	Series 2012 & 2013	(135,000.00)
5/1/2016		Revenue Notes - Interest Payment	Series 2012 & 2013	(6,018.89)
11/1/2016		Revenue Notes - Interest Payment	Series 2012 & 2013	(4,070.40)
PROJECTED DEBT SERVICE EXPENSE:				\$ (145,089.29)
TOTAL HWSD DISPOSABLE FUNDS				
BB&T CHECKING ACCOUNT		ENDING BALANCE after DISBURSEMENTS & DEBT SERVICE		\$ 121,922.88