

HARBOUR WATERWAY
SPECIAL DISTRICT
Agenda

Tuesday
August 09, 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 July 12, 2016*

- III. District Business**
 - a. Spoil Site Procurement – Reed Island
 - b. FY 2015-2016 Minutes sent to City Council
 - c. Board Seat 1 open
 - d. Dredging Permit - Open Issue

- IV. Financial**
 - a. HWSD 2015 non-Ad Valorem Assessment - Status
 - b. HWSD 2016 non-Ad Valorem sent to Property Appraiser
 - c. End of Fiscal Year - Annual Audit Scheduled
 - d. Approval to disburse funds

- V. District Schedule**
 - a. Next Scheduled Board Meeting
 - i. September 13, 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, AUGUST 9, 2016 and
SPECIAL MEETING ON TUESDAY, AUGUST 30, 2016
MEETING MINUTES

Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Resurrection Episcopal Church on August 9, 2016. The meeting was called to order at 7:12 PM by Robert Birtalan. In attendance were Robert Birtalan, 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 July 12, 2016 – Motion made to approve the minutes as written; motion passed.

District Business

Spoil Site Procurement – Reed Island – The changes that were discussed in last month's meeting were submitted to Sandra Stockwell in COJ General Counsel's office. There was a meeting scheduled with the port staff on August 5th, but it was cancelled due to time conflicts as well as lack of agreement on key issues. Wayne Flowers has been working to resolve the open issues prior to the next meeting. JaxPort is requiring Harbour Waterways to indemnify them against future liability and declared this issue to be a deal breaker. They are also requiring that no material may be removed from the site, which would be enforceable by deed restriction. The next JaxPort board meeting will be in October. At the next meeting of the HWSD, the outstanding issues must be resolved in order to have a revised agreement in time for the next JaxPort board meeting.

The survey, permitting, and rezoning must be completed prior to closing, all at the expense of the HWSD. The appraisal will be done by JaxPort. The HWSD would prefer the appraisal was done first, to determine if the purchase is financially feasible. The timeline for the agreement needs to be extended to accommodate these requirements being done prior to closing. The closing would be at least a year out due to these contingencies. There was a discussion of whether an insurance policy can be obtained to cover the risk of future claims regarding the risk of toxicity. A request has been made for any information the port has regarding environmental lab test results on spoil on Reed Island. The FDEP will have to approve the property as a spoil site, then the rezoning can be addressed. JaxPort has authorized the HWSD to act as their agent in dealing with FDEP and other agencies.

FY 2015-2016 Minutes have been sent to City Council.

Board Seat 1 open – The Supervisor of Elections’ office stated that the open seat may be appointed by the board. Wayne Flowers requested the statutes supporting this, since this is contrary to the board’s understanding of the issue. The Supervisor of Elections referred Wayne Flowers to the Florida State General Counsel’s office for clarification.

Financial

2015 HWSD non-Ad Valorem Assessment – Status - 99.1% of funds have been collected, for a total disbursement of \$198,971.43. There has been no change in the last 30 days. 4 properties remain outstanding.

HWSD 2016 non-Ad Valorem Assessment has been sent to the Property Appraiser.

End of Fiscal Year – Stanley Pipes has a meeting scheduled with the independent auditors on August 10th to begin the audit.

Approval to disburse funds – Motion made to approve disbursements for administrative and legal services totaling \$1,189.40; motion passed. Motion made to approve up to \$10,000 for a land survey of Reed Island; motion passed. After all projected debt service and the projected assessment collection, the total of the disposable funds remaining in the BB&T checking account is \$127,671.25.

District Schedule

Next Scheduled Board Meeting – The next meeting will be September 13, 2016 at Resurrection Episcopal Church.

Other Business

Legal and Compliance Issues – Nothing to report.

Comments and Questions from the Audience

No comments.

Adjournment

The meeting was adjourned at 8:21 PM. The next monthly Board of Supervisors meeting is scheduled for September 13, 2016.

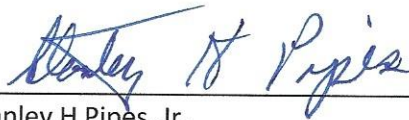
SPECIAL MEETING WITH CITY OF JACKSONVILLE, JAXPORT, AND THE HWSD

On Tuesday, August 30, 2016, a special meeting was called at the offices of City Councilman Al Farraro to discuss the status of the JaxPort Reed Island Purchase Agreement. In attendance were Al Farraro (COJ), Brian Taylor (JaxPort), David Kaufman (JaxPort), Robert Birtalan (HWSD), Stanley Pipes (HWSD), and Wayne Flowers (Lewis Longman & Walker). The meeting was called to order at 4:00 pm by Councilman Al Farraro. David Kaufman stated JaxPort's position that no material could be removed from the spoil site due to the risk of soil contamination to other sites. JaxPort indicated they had agreed to all other terms, but were adamant concerning soil removal and said they would not proceed with the sale without this restriction. The HWSD acknowledged their position and agreed to proceed with the restriction, subject to final approval from the HWSD Board. Brian Taylor reiterated their position and stated they were willing to proceed. Wayne Flowers and Sandra Stockwell will make the final revisions for final approval to the respective boards. Meeting was adjourned.

Respectfully submitted,



Kathryn Boucher
Recording Secretary



Stanley H Pipes, Jr.
Secretary / Treasurer

HARBOUR WATERWAY SPECIAL DISTRICT 2015 NON-AD VALOREM ASSESSMENT - DISTRIBUTION REPORT

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 - 15	4,998.71	(114.98)	4,883.73	(97.67)	(73.26)	4,712.80
16 - 31	2,000.00	(40.00)	1,960.00	(39.20)	(29.40)	1,891.40
February						
1 - 15	N/A	-	-	-	-	-
16 - 29	2,000.00	(20.00)	1,980.00	(39.60)	(29.70)	1,910.70
March						
1 - 15	2,124.77	-	2,124.77	(42.50)	(31.87)	2,050.40
16 - 31	6,500.00	-	6,500.00	(130.00)	(97.50)	6,272.50
April						
1 - 15	2,499.37	-	2,499.37	(49.99)	(37.49)	2,411.89
16 - 30	2,000.00	60.00	2,060.00	(41.20)	(30.90)	1,987.90
May						
1 - 17	N/A	-	-	-	-	-
18 - 31	2,000.00	60.00	2,060.00	(41.20)	(30.90)	1,987.90
June						
1 - 15	9,000.00	300.00	9,300.00	(186.00)	(139.50)	8,974.50
July - September						
October	-	-	-	-	-	-
1 - 31	2,000.00	180.00	2,180.00	(43.60)	(32.70)	2,103.70
<i>Unpaid Assessments</i>						
TOTAL DISTRIBUTIONS	215,000.00	(6,631.99)	208,368.01	(4,167.36)	(3,125.52)	\$ 201,075.13
% Collected	100.0%					
TOTAL TAX BILLED	215,000.00					

HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds:

Tuesday, August 9, 2016

Date	Num	Description	Memo	Amount
CURRENT ASSETS				
06/30/2016		BB&T CHECKING ACCOUNT		\$ 132,153.81
		TOTAL DEPOSITS	July 1 - 31	-
		TOTAL CURRENT ASSETS		\$ 132,153.81
CLEARED DISBURSEMENTS				
07/12/2016	1165	Resurrection Episcopal Church	HWSD - Meeting Place (June 7 & 14)	(150.00)
07/12/2016	1166	Kathryn Boucher	HWSD _ Administrative Services (June 7 & 14)	(300.00)
07/12/2016	1167	Lewis Longman & Walker	HWSD - Legal Services (June)	(2,525.00)
07/12/2016	1164	Gunster - (Thomas M. Jenkins)	HWSD - Legal Services (June)	(1,833.00)
07/12/2016	1168	Stanley Pipes	HWSD - Legal Notices & Web Hosting	(204.76)
			DISBURSEMENTS - SubTotal	(5,012.76)
07/31/2016			TOTAL ENDING BALANCE	\$ 127,141.05
OUTSTANDING DISBURSEMENTS / DEPOSITS				
REQUESTED DISBURSEMENTS				
08/09/2016		Resurrection Episcopal Church	HWSD - Meeting Place (August 9)	(75.00)
08/09/2016		Kathryn Boucher	HWSD _ Administrative Services (July 12)	(150.00)
08/09/2016		Lewis Longman & Walker	HWSD - Legal Services (July)	(800.00)
08/09/2016		Gunster - (Thomas M. Jenkins)	HWSD - Legal Services (July)	(164.40)
			TOTAL REQUESTED DISBURSEMENT:	\$ (1,189.40)
PROJECTED REVENUE FROM 2015 ASSESSMENT - (Parcels that have not paid - 4)				
				\$ 5,790.00
PROJECTED DEBT SERVICE				
11/01/2016		Revenue Notes - Interest Payment	Series 2012 & 2013	(4,070.40)
			PROJECTED DEBT SERVICE EXPENSE:	\$ (4,070.40)
TOTAL HWSD DISPOSABLE FUNDS				
		BB&T CHECKING ACCOUNT	ENDING BALANCE after DISBURSEMENTS & DEBT SERVICE	\$ 127,671.25