

HARBOUR WATERWAY
SPECIAL DISTRICT
Agenda

Tuesday
December 13, 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 11, 2016*

- III. District Business**
 - a. Spoil Site Procurement – Reed Island
 - b. Waterway Rules - Fishing & Netting "Daniel Tye"
 - c. Board Seat 1 - Election issue
 - d. Dredging Permit - Open Issue

- IV. Financial**
 - a. HWSD 2016 non-Ad Valorem Assessment - Status
 - b. Approval to disburse funds

- V. District Schedule**
 - a. Next Scheduled Board Meeting
 - i. January 10, 2017 – 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, DECEMBER 13, 2016

MEETING MINUTES

Introduction

The Harbour Waterway Special District (HWSD) meeting of the Board of Supervisors was held at the Resurrection Episcopal Church on December 13, 2016. The meeting was called to order at 7:00 PM by Robert Birtalan. In attendance were Robert Birtalan, Robert Schleef, Paul Stroup, and Stanley Pipes. It was noted that there was a quorum present. HWSD attorney Wayne Flowers was present. Kathryn Amason was present as recording secretary.

Administrative

Approval of Minutes from November 8, 2016 – Motion made to approve the minutes as written; motion passed.

District Business

Spoil Site Procurement – Reed Island – The revised timeline was presented to the board, noting which items have already been completed and which remain outstanding. A survey done by Charles Bassett & Assoc. in 1995 has been discovered, which may possibly be updated and used rather than starting a new full survey. Stanley Pipes contacted the Corps of Engineers and determined that the easement was done in 1950. They have a perpetual easement across the property and will have to grant permission to use the spoil site; the lead time on this could be up to 7 months.

Lampe, Roy & Associates completed the appraisal on November 30th. The price per acre is \$1,500, which sets the property value at \$207,000 plus a Net Present Value (NPV) analysis of the loss of potential revenue over a ten year period bringing the Initial Purchase price to \$600,000. Six different NPV revenue stream scenarios were presented in the appraisal. The appraiser estimated the cost to re-commission the property as a spoil site will be \$903,000, which was deducted from the potential future cash flow to determine the initial purchase price. The total acres used was 138 acres, but that includes the marsh, which is not property owned by Jaxport. The correct size should be 85-90 acres. The appraisal price of \$600,000 is being looked at as a worst case scenario for the board's purchase price. The board may be able to argue that the revenue stream model is irrelevant and should be removed from the appraisal.

City Councilman Al Ferraro is going to have his office set up a meeting between the port and the board to negotiate the price. The meeting will have to be noticed. The contract walk away date for the board is February 21st. The next steps are to initiate rezoning the property as a spoil site, do the environmental

testing, and start the survey. The Jacksonville Comprehensive Plan will have to be amended concurrent with the rezoning. Motion made to authorize a purchase price up to \$600,000 for the Reed Island property; motion passed.

Waterway Rules – Fishing & Netting “Daniel Tye” – Commercial netters have been observed in the canal by several homeowners. They have been seen hitting docks with nets. 35 boats were observed in one day. There was a discussion of whether “No Trespassing” signs could be posted in the canal and how it could be enforced. Wayne Flowers will review and advise the board.

Board Seat 1 – Election issue – Wayne Flowers, HWSD General Counsel, has been in contact with the person who oversees special districts but has not yet received an answer. The supervisor of elections will need to agree to hold a special election.

Dredging Permit – This issue remains open. The existing permit will need to be modified once the new spoil site is attained.

Financial

HWSD 2016 non-Ad Valorem Assessment – Status - \$132,475 has been collected to date. All parcels with a mortgage pay in November in order to receive a 4% discount.

Approval to disburse funds – Motion made to approve disbursements for the audit, administrative and legal services totaling \$3,780.00; motion passed. After all projected debt service and projected assessment collection, the total of the disposable funds remaining in the BB&T checking account is \$159,880.47.

District Schedule

Next Scheduled Board Meeting – The next meeting will be January 10, 2017 at Resurrection Episcopal Church.

Other Business

Legal and Compliance Issues – Nothing to report.

Comments and Questions from the Audience

Joe Wagner, dredging engineer for Amec Foster Wheeler was present. He works with Isle of Palms. He offered advice to the board on subjects that were discussed during the meeting. Shelly Trulock of the


USACE

Florida Inland Navigation District was suggested as a contact to aid in discussions of the easement. The deed plan may include the zoning restrictions which could be pointed out to the zoning commission as the justification for rezoning the property as a spoil site. Joe Wagner offered his services to the board. He has worked with Wayne Flowers in the past.


Adjournment

The meeting was adjourned at 8:22 PM. The next monthly Board of Supervisors meeting is scheduled for January 10, 2017.

Respectfully submitted,



Kathryn Amason
Recording Secretary



Stanley H Pipes, Jr.
Secretary / Treasurer

HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds:

Tuesday, December 13, 2016

Date	Num	Description	Memo	Amount
CURRENT ASSETS				
10/31/2016		BB&T CHECKING ACCOUNT	BEGINNING BALANCE	\$ 114,954.94
		TOTAL DEPOSITS	November 1 - 30	16,675.20
TOTAL CURRENT ASSETS				\$ 131,630.14
CLEARED DISBURSEMENTS				
11/08/2016	1177	Resurrection Episcopal Church	HWSD - Meeting Place (October 11 & November 8)	(150.00)
11/08/2016	1176	Kathryn Boucher	HWSD _ Administrative Services (September 13 & October 11)	(225.00)
11/08/2016	1178	Florida Association of Special Districts	HWSD - Professional Dues	(750.00)
11/30/2016	1181	Department of Economic Opportunity	HWSD - Professional Dues	(175.00)
11/08/2016	1179	Stanley Pipes	HWSD - Web Hosting	(59.97)
DISBURSEMENTS - SubTotal				(1,359.97)
11/30/2016				TOTAL ENDING BALANCE \$ 130,270.17
OUTSTANDING DISBURSEMENTS / DEPOSITS				
11/08/2016	Epay	Roy Miller & Associates	HWSD - FY 2015-16 Annual Audit	(3,030.00)
REQUESTED DISBURSEMENTS				
12/13/2016		Resurrection Episcopal Church	HWSD - Meeting Place (December 13)	(75.00)
12/13/2016		Kathryn Boucher	HWSD _ Administrative Services (November 8)	(150.00)
12/13/2016		Lewis Longman & Walker	HWSD - Legal Services (November)	(525.00)
12/13/2016				
TOTAL REQUESTED DISBURSEMENT:				\$ (3,780.00)
PROJECTED REVENUE FROM 2015 ASSESSMENT - (Parcels that have not paid - 3)				\$ 5,200.00
PROJECTED REVENUE FROM 2016 ASSESSMENT - (Collected by May 1)				
Collected as of 12-13-2016				132,475.20
Projected Revenue collections by May 1				40,849.60
PROJECTED DEBT SERVICE				
05/01/2017		Principle & Interest Payment	Series 2012 & 2013 Revenue Notes	(143,070.40)
11/01/2017		Interest Payment	Series 2012 & 2013 Revenue Notes	(2,064.10)
PROJECTED DEBT SERVICE EXPENSE:				\$ (145,134.50)
TOTAL HWSD DISPOSABLE FUNDS				
BB&T CHECKING ACCOUNT		ENDING BALANCE after DISBURSEMENTS & DEBT SERVICE		\$ 159,880.47