

HARBOUR WATERWAY
SPECIAL DISTRICT
Agenda

Tuesday
April 13, 2021
6:00 pm

Watson Realty
2490 Monument Road
Jacksonville, FL. 32225

- I. Introduction**
 - a. Call to Order
 - b. Roll Call / Quorum

- II. Administrative**
 - a. Approval of Minutes
 - i. Minutes from March 9, 2021*

- III. District Business**
 - a. Reed Island Spoil Site
 - i. Tamarix and Brazilian Pepper Removal*
 - b. Spoil Site Disposal Activity
 - i. Isle of Palms – Dredging Project*
 - ii. Moorings Condominium – Dredging Project*
 - c. HNPA Marina
 - d. Waterway Rules & Regulations

- IV. Financial**
 - a. 2020 non-Ad Valorem Tax
 - b. Approval to disburse funds

- V. District Schedule**
 - a. Next Scheduled Board Meeting
 - i. May 11, 2021*

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

- VII. Comments and Questions from Audience**

- VIII. Adjournment of HWSD Meeting**

Conference Call Number: 904-549-7655

Pass Code: 4366 8730#

HARBOUR WATERWAY SPECIAL DISTRICT

Meeting Minutes

Tuesday, April 13, 2021

I. Introduction

The Harbour Waterway Special District (HSWD) meeting of the Board of Supervisors was held on April 13, 2021. The meeting was called to order at 6:02pm. In attendance were Robert Birtalan, Rick Fornos, David Prysock, Walley Lovely, and District Manager Stanley Pipes. It was noted that there was a quorum present. Harbour Waterway attorney Wayne Flowers was present. Caroline Birtalan was present as recording secretary.

II. Administrative

Approval of minutes from March 9, 2021 – Motion made to approve the meeting minutes; Motion Carried.

III. District Business

Reed Island Spoil Site- The Board reviewed a print-out showing the designated areas containing Brazilian Pepper, an invasive species, on HWSO's property.

Isle of Palms- Dredging has begun for IOPSD's 125,000 cu yds dredge project.

Moorings Condominiums dredging project will be roughly 15,000 cu yds and will take place in conjunction with IOPSD dredging project.

HNPA Marina- Several meetings have taken place regarding the transfer of the Marina. Based on HNPA Bylaws, at least 51 votes from Harbour North Units 1 through 5 will be required to transfer the Marina to HWSO. An information package will be presented for approval to Harbour North Units 1 thru 5 as part of the resolutions to transfer the marina.

Waterway Rules and Regulations – The Board reviewed a proposed plan for a dock and boat lift at 4337 Harbour Island Dr. A motion was made to approve; Motion Carried.

IV. Financial

2020 Non- Ad Valorem assessment- Currently 94.5% has been collected for this year's assessment.

Approval to disburse funds- A motion was made to approve the disbursements for administrative, legal services, District Manager, Bobcat items, Interest/ principal payments, and 2018 Revenue Note payments totaling \$68,285.40; Motion Carried.

Total funds available in the general fund as of March 31 is equal to \$ 722,802.50
Projected total available funds in the HWSD general fund account as of June 30, 2021 is \$986,090.20.

V. District Schedule

Next scheduled Board Meeting- The next meeting is scheduled for May 11, 2021.

VI. Other Business

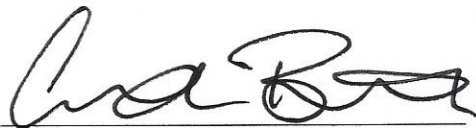
Legal and compliance issues- Nothing new to report.

VII. Comments and Questions

VIII. Adjournment

The meeting was adjourned at 7:21 PM. The next monthly Board of Supervisors meeting is Scheduled for May 11, 2021.

Respectfully Submitted,



Caroline B. Birtalan
Recording Secretary



Robert P. Birtalan
Secretary / Treasurer

Brazilian Pepper Forest



HARBOUR NORTH PARK ASSOCIATION

RENEWAL DATE	YEARS	STATUS OF COVENANTS	COMMENTS	DOCUMENT
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HARBOUR NORTH COVENANTS AND RESTRICTIONS

6/18/1985	4/10/2019	33.81	HARBOUR NORTH - UNIT 1_ COVENANTS & RESTRICTIONS	Paragraph 30 (p.8) - Payment to HNPA	B. 5973 P. 1526
2/14/1987	4/10/2019	32.12	HARBOUR NORTH - UNIT 2_ COVENANTS & RESTRICTIONS	ANNUALLY \$50.00	B. 6284 P. 1344
1/13/1988	4/10/2019	31.24	HARBOUR NORTH - UNIT 3_ COVENANTS & RESTRICTIONS	Adopts Unit 1 Covenants	B. 6453 P. 0059
2/14/1987	4/10/2019	32.12	HARBOUR NORTH - UNIT 4_ COVENANTS & RESTRICTIONS	Adopts Unit 1 Covenants	B. 6284 P. 1346
1/9/1989	4/10/2019	30.25	HARBOUR NORTH - UNIT 5_ COVENANTS & RESTRICTIONS	Adopts Unit 1 Covenants	B. 5638 P. 0720
12/18/1987			HARBOUR NORTH - UNIT 1_ AMENDMENT	ELIMINANTES PAR 29 -HWA_Required a payment	B.6453 P.0061
12/18/1987			HARBOUR NORTH - UNIT 2_ AMENDMENT	of \$300 to HWA for on water lots	B.6453 P.0063
12/18/1987			HARBOUR NORTH - UNIT 3_ AMENDMENT	ELIMINANTES PAR 29 -HWA	
12/18/1987			HARBOUR NORTH - UNIT 4_ AMENDMENT	ELIMINANTES PAR 29 -HWA	B.6453 P.0065
12/18/1987			HARBOUR NORTH - UNIT 5_ AMENDMENT	ELIMINANTES PAR 29 -HWA	

HARBOUR NORTH PARK ASSOCIATION

12/19/1988			HARBOUR NORTH PARK ASSOC - ARTICLES OF INCORPORATION		N29965
4/13/2000			HNPA_ARTICLES OF INCORPORATION_AMENDMENT		N29965
			HNPA_BYLAWS		
4/19/1989	4/10/2019	29.97	HARBOUR NORTH PARK PROPERTY_COVENANTS & RESTRICTIONS	RENEWED	B. 6760 P.1127
8/18/1989			WARRANTY DEED - Collier to HNPA	Transfers Marina and Harbor Cay parcels to HNPA	B. 6760 P. 1135
4/17/2000			HARBOUR NORTH PARK PROPERTY_COVENANTS AMENDMENT	Adds property description	B.9604 P.1428
4/17/2000			QUITCLAIM DEED	Transfer marina deed from Collier to HNPA - Why already transferred 8/18/89?	B.9604 P.1447
4/17/2000	4/10/2019		DESIGNATION OF SUBSTITUTE ENTITY NOTICE OF PRESERVATION	Collier / Developer transfers all rights under Harbour North Units 1 - 5 covenants to HNPA HNPA & HARBOUR NORTH 1-5	B.9604 P.1466 B. 18751 P.1388

HARBOUR WATERWAY SPECIAL DISTRICT

2020 NON-AD VALOREM ASSESSMENT - DISTRIBUTION REPORT

3/9/2021

DATE	GROSS TAX	EARLY PAYMENT DISCOUNT	NET TAX	TC FEE	PA FEE	DISTRIBUTION
OCTOBER						
16 - 31	2,500.00	(100.00)	2,400.00	(48.00)	(36.00)	2,316.00
NOVEMBER						
01 - 06	4,505.94	(175.18)	4,330.76	(86.62)	(64.96)	4,179.18
07 - 16	22,000.00	(880.00)	21,120.00	(422.40)	(316.80)	20,380.80
17 - 23	19,000.00	(760.00)	18,240.00	(364.80)	(273.60)	17,601.60
24 - 30	110,000.00	(4,400.00)	105,600.00	(2,112.00)	(1,584.00)	101,904.00
DECEMBER						
1 - 8	14,000.00	(560.00)	13,440.00	(268.80)	(201.60)	12,969.60
09 - 17	9,848.91	(367.85)	9,481.06	(189.62)	(142.22)	9,149.22
18 - 31	12,503.70	(375.11)	12,128.59	(242.57)	(181.93)	11,704.09
JANUARY						
1 - 14	4,000.00	(140.00)	3,860.00	(77.20)	(57.90)	3,724.90
15 - 31	2,505.94	(40.00)	2,465.94	(49.32)	(36.99)	2,379.63
February						
1 - 29	4,000.00	(40.00)	3,960.00	(79.20)	(59.40)	3,821.40
March						
1 - 15	2,000.00	(20.00)	1,980.00	(39.60)	(29.70)	1,910.70
16 - 31	-	-	-	-	-	-
April						
1 - 15	-	-	-	-	-	-
16 - 30	-	-	-	-	-	-
May						
1 - 16	-	-	-	-	-	-
17 - 31	-	-	-	-	-	-
June						
1 - 30	-	-	-	-	-	-
July - August						
1 - 31	-	-	-	-	-	-
September						
1 - 30	-	-	-	-	-	-
<i>Unpaid Assessments</i> 12,135.51						
TOTAL DISTRIBUTION	206,864.49	(7,858.14)	199,006.35	(3,980.13)	(2,985.10)	\$ 192,041.13
% Collected	94.5%	-3.80%		-2.0%	-1.5%	92.83%
TOTAL TAX BILLED	219,000.00					

HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds:

Tuesday, April 13, 2021

CURRENT ASSETS			
2/28/2021	BB&T CHECKING ACCOUNT		BEGINNING BALANCE \$ 895,365.71
	TAX DEPOSITS	March 1 - 31	5,732.10
TOTAL CHECKING ACCOUNT BALANCE			\$ 901,097.81
CLEARED DISBURSEMENTS			
2/9/2021	Epay	Lewis Longman & Walker	Legal Services (January Billing) (2,656.00)
2/28/2021	Debit	Stanley Pipes	District Manager - 34.5 hrs. (February Billing - Gov't.) (2,680.07)
2/28/2021	Debit	Stanley Pipes	District Manager - 11.0 hrs. (February Billing - Reed) (933.85)
2/28/2021	1657	Florida Municipal Insurance Trust	Bobcat T-66 insurance (612.00)
2/28/2021	1656	ARC Surveying	1 yr. post dredge survey (5,500.00)
3/9/2021	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes (2,448.16)
3/12/2021	1639	2019 Tax Rebate Project	Outstanding Rebate Checks (1,000.00)
DISBURSEMENTS - SubTotal			(15,830.08)
3/31/2021	BB&T CHECKING ACCOUNT		TOTAL ENDING BALANCE \$ 885,267.73
OUTSTANDING DISBURSEMENTS / DEPOSITS			
1/31/2021		2019 Tax Rebate Project	Outstanding Rebate Checks (9,000.00)
4/16/2021	Epay	Lewis Longman & Walker	Legal Services up to: (February Billing) (1,350.00)
3/9/2021		Caroline Birtalan	Administrative Services (February 9) (150.00)
4/13/2021		Stanley Pipes	District Manager 55.25 hrs. - (March Billing) (5,525.00)
SubTotal			(16,025.00)
REQUESTED DISBURSEMENTS			
4/13/2021		Caroline Birtalan	Administrative Services (March 9) (150.00)
4/13/2021	Debit	Stanley Pipes	District Manager up to 55 hrs. - (April Billing) (5,500.00)
4/13/2021		Stanley Pipes	Diesel, hydraulic oil for pressure washer, lock for rear door on Bobcat, Bobcat Service Call, Notary, Supplies (817.34)
4/13/2021	Epay	Lewis Longman & Walker	Legal Services up to: (March Billing) (3,575.00)
4/13/2021	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes (1,284.16)
5/1/2021		Interest Payment	Series 2018 Revenue Note (16,906.25)
5/1/2021		Principal Payment	Series 2018 Revenue Note (40,052.65)
SubTotal			(68,285.40)
TOTAL AVAILABLE FUNDS AFTER REQUESTED DISBURSEMENTS			\$ 800,957.33
PLANNED PROJECT EXPENSES			
Ongoing	Parcel Owners	Marsh parcels adjacent to HWSD canals	(45,000.00)
Ongoing	Equipment Rentals / Labor/ Supplies	COJ Park Development: up to	(25,000.00)
Ongoing	HWSD Spoil Site Development	Install power lines; etc.	(15,000.00)
TOTAL PLANNED PROJECTS:			\$ (85,000.00)
FORECAST NET REVENUE FROM 2020 ASSESSMENT			\$ 10,958.87
2020 Assessment Collected	\$	192,041	
BUDGETED OPERATING EXPENSES - April, 2021 thru June, 2021			(22,076.00)
2018 REVENUE NOTE - DEBT SERVICE			
5/1/2022	Interest Payment	Series 2018 Revenue Note	
5/1/2022	Principal Payment	Series 2018 Revenue Note	
OPERATING EXPENSES & DEBT SERVICE EXPENSE:			\$ (22,076.00)
TOTAL HWSD PROJECTED DISPOSABLE FUNDS			
REED ISLAND MANAGEMENT		License Payment #2 - Due May 1, 2021	281,250.00
TOTAL PROJECTED AVAILABLE FUNDS as of June 30, 2021			\$ 986,090.20

STANLEY PIPES Reimbursement- 04-13-2021

1/25/2021	NAPA	Drum Wrench & 12 volt battery clamps	45.13
1/28/2021	Northern Tool	CAT pressure washer oil	11.99
2/4/2021	Bobcat	Lock for rear door on T-66	38.35
3/24/2021	Gate	25.145 gallons diesel	75.41
3/26/2021	Bobcat - Service	Service Call - Track reinstall	445.80
4/8/2021	UPA Store	Notary Service	10.00
4/10/2021	Home Depot	Chainsaw guide bar & chain	47.94
4/10/2021	IONOS	Web Hosting - 4-2 thru 7-2-21	59.97
4/11/2021	Gate	Diesel - 27.592 gallons	82.75
			<hr/> <hr/>
			817.34