

**HARBOUR WATERWAY**  
**SPECIAL DISTRICT**  
*Agenda*

Thursday  
February 12, 2026  
6:00 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 January 8, 2026*
  
- III. District Business**
  - a. JEA Tower Raising Project
  - b. Spoil Site Disposal Activity
    - i. Queens Harbour*
    - ii. Salt Run Marina*
  - c. Boat Ramp Renovation
    - i. Replace Marina Gate*
    - ii. Replace bulkhead, replace fixed dock, and boat ramp*
  - d. Waterway Rules & Regulations
    - i. Dock Approvals*
  
- IV. Financial**
  - a. FY 2024-25 Annual Audit – Completed
  - b. Proposed 3 yr. Audit Contract with Howard & Co.
  - c. Approval to disburse funds
  
- V. District Schedule**
  - a. Next Scheduled Board Meeting – *Thursday, March 12, 2026*
  
- VI. Other Business**
  - a. Legal and Compliance Issues
  
- VII. Comments and Questions**
  
- VIII. Adjournment of HWSD Meeting**

# **HARBOUR WATERWAY SPECIAL DISTRICT**

## **Meeting Minutes**

Thursday, January 8<sup>th</sup>, 2026

### **I. Introduction**

The Harbour Waterway Special District (HSWD) meeting of the Board of Supervisors was held on January 8th, 2026, at Resurrection Episcopal Church. The meeting was called to order at 6:00 pm. In attendance were Rick Fornos, Mike Brande, Bob Birtalan, Mark Todd, and District Manager Stanley Pipes. It was noted that there was a quorum present. Harbour Waterway attorney Wayne Flowers was present. Caroline Goodrich was present as recording secretary.

### **II. Administrative**

Approval of minutes from December 11<sup>th</sup>, 2025 – A Motion was made to approve the meeting minutes; Motion Carried.

### **III. District Business**

JEA Tower raising project – The JEA construction on Reed Island continues to make progress daily. Concrete foundation piers for the 400ft towers on the River have been poured.

Spoil Site Disposal – Various new dredging projects are currently in the works.

HWSD Marina- Top Dog Marine has resumed renovations on the boat ramp and bulkhead. The estimated completion time is 90 days.

Waterway rules and regulations- No current news.

### **IV. Financial**

2025 non-Ad Valorem Tax Assessment- 82.5% of the 2025 tax assessment has been collected. 17.5 % is remaining to be collected.

FY 2024-25 Audit – The 2024-2025 Audit is currently in progress.

Disbursements - A motion was made to approve the requested disbursements for District Manager billing, Admin Services, legal services, meeting room, Payroll & withholding tax, landscape services, JEA- Marina utilities, Truist credit card, annual audit, and Microsoft office, totaling \$18,345.31; Motion Carried.

The total available funds in the HWSD general fund account after disbursements is \$2,503,769.90 as of December 31, 2025. Total Projected Available funds after FY Operating and Project expenses through June 2026 are \$2,016,207.54.

**V. District Schedule**

The next meeting is scheduled for Thursday, February 12, 2026.

**VI. Legal Business**

Nothing new to report at this time.

**VII. Adjournment**

No comments or questions from the public. The meeting was adjourned at 6:53 PM.

Respectfully Submitted,

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Caroline Goodrich  
Recording Secretary

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Robert P. Birtalan  
Secretary / Treasurer

**HARBOUR WATERWAY SPECIAL DISTRICT**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED JUNE 30, 2025**

HARBOUR WATERWAY SPECIAL DISTRICT

DUVAL COUNTY, FLORIDA

FOR THE YEAR ENDED JUNE 30, 2025

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## **INDEPENDENT AUDITOR'S REPORT**

TO THE BOARD OF DIRECTORS  
HARBOUR WATERWAY SPECIAL DISTRICT

### **Report on the Audit of the Financial Statements**

#### **Opinion**

We have audited the accompanying financial statements of the governmental activities, the business-type activities and each major fund of Harbour Waterway Special District, (the "District"), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statement referred to above present fairly, in all material respects, the financial position of governmental activities, the business-type activities and each major fund of the District as of June 30, 2025, and the respective changes in financial position, and, where applicable, its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinion**

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the *Governmental Auditing Standards (Government Auditing Standards)*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

American Institute of  
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Accountants

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Certified Public  
Accountants

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4745 Sutton Park  
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32224

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## **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Harbour Waterway Special District's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Harbour Waterway Special District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Harbour Waterway Special District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## **Other Matters**

### **Required Supplemental Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consist of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements.

We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 20, 2025, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* in consideration of Harbour Waterway Special District's internal control over financial reporting and compliance.

In accordance with the *Rule of the Florida Auditor General*, we have also issued the management letter dated December 20, 2025.

Jacksonville, Florida  
December 20, 2025

*Howard & Company, CPAs, P.A.*

**Howard &  
Company**  
CERTIFIED PUBLIC ACCOUNTANTS, P.A.

**HARBOUR WATERWAY SPECIAL DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2025  
(Unaudited)**

Management's discussion and analysis of Harbour Waterway Special District's (the "District") financial performance provides an analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

**Overview of Financial Statements**

The District is engaged in a single governmental program and administers only two funds, the General Fund and the Reed Island Enterprise Fund.

The basic financial statements of the District include a combined governmental fund and a government-wide statement, as well as notes to the financial statements. There is additional supplementary information following these financial statements, which may be of interest to the reader.

The statement of Governmental Fund Balance Sheet/Statement of Net Position is designed to provide the reader with the financial position of the District and is similar to private-sector financial statements. The statements include a Statement of Net Position and a Statement of Activities.

The statement of Governmental Fund Balance Sheet/Statement of Net Position, general fund column shows the District's near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirement.

All of the District's programs are considered to be governmental activities and are all related to the maintenance of the system of canals located in the Harbour, Harbour North, Harbour Cay, and Harbour Island neighborhoods. The District's primary source of funds for these activities is non-ad valorem assessment revenues from the property owners of the aforementioned neighborhoods.

The District has one business-type activity that is intended to recover any or all of these costs through user fees and charges. In February 2018 and again in April 2019, the District acquired a total of 182 acres from Jacksonville Port Authority and the City of Jacksonville on Reed Island as part of a plan to provide a permanent dredge disposal site for the District, other similar special districts, homeowner associations and private residences in Jacksonville. A Statement of Net Position, a Statement of Revenues, Expenses and Changes in Fund Net Position and a Statement of Cash Flows is presented for this Enterprise Fund, as applicable.

**HARBOUR WATERWAY SPECIAL DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2025  
(UNAUDITED)**

**Overview of the Financial Statements – (Continued)**

Notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide financial statements.

**Financial Highlights**

The following are various financial highlights for fiscal year ended June 30, 2025:

In order to maintain the spoil site and surrounding properties, the District owns a T-770 Bobcat Track Loader at a cost of \$86,003. The District plans to purchase additional equipment to maintain the spoil site.

The District's overall net position increased by approximately \$159,872. This was primarily due to tipping fees collected from dredging projects related to the Reed Island spoil site.

Total ending net position was approximately a positive \$1,706,955.

The District had total expenses for the year of about \$338,165 compared to revenues of approximately \$498,037.

The District's acquisition of the Reed Island acreage for use as a spoil site will provide approximately 1.5 million cubic yards of fill space, which is estimated to provide dredge material disposal requirements for the next 50 years. The District will reserve 450,000 cubic yards for its own needs and will make the remaining fill space available on a commercial basis.

In an exchange with an unrelated commercial dredge operator, the District allowed the operator to purchase 300,000 cubic yards of the spoil site for deposit of dredge material, plus an estimated additional 210,000 cubic yards in exchange for spoil site development. The operator paid tipping fees totaling \$1,687,500 over a three-year period. In the fiscal year ended June 30, 2019, the District received 50% or \$843,750 as a down payment. In 2022, the operator purchased an additional 200,000 cubic yards of capacity for \$1,500,000, plus an estimated additional 152,000 cubic yards was granted to the operator in exchange for spoil site development. These fees have been reflected as unearned revenue in the accompanying proprietary fund financial statements.

## Financial Highlights – (Continued)

In an agreement with another similar special district, the District is permitting Isle of Palms Special District to use 300,000 cubic yards of spoil site capacity for deposit of dredge material. Isle of Palms will pay tipping fees totaling \$1,187,500. In the fiscal year ended June 30, 2020, the District received 50% or \$593,750 as down payment and will receive the balance in three equal payments over the next three years. The total fees agreed upon has been reflected as unearned revenue in the accompanying propriety fund financial statements.

## Financial Analysis of the District

The following schedule provides a summary of the assets, liabilities, and net position of the District.

Over time, net position may serve as a useful indicator of a district's financial position. In the case of the District, assets exceed liabilities by \$1,706,955 at the close of the fiscal year. This year of financial activity of the District reflects revenues in excess of expenses, resulting in an increase in net position.

	FYE 2025	FYE 2024	FYE 2023	FYE 2022
Current assets	\$ 2,465,521	\$ 2,622,256	\$ 2,981,385	3,165,787
Non-current assets	1,324,356	1,188,550	915,841	739,971
Capital assets	545,686	573,795	459,791	461,320
<b>Total Assets</b>	<b>4,335,563</b>	<b>4,384,600</b>	<b>4,357,016</b>	<b>4,367,077</b>
Current liabilities	62,241	62,075	59,246	65,786
Non-current liabilities	2,566,367	2,775,444	2,885,322	3,456,048
<b>Total Liabilities</b>	<b>2,628,608</b>	<b>2,837,519</b>	<b>2,944,568</b>	<b>3,521,834</b>
Net position	\$ 1,706,955	\$ 1,547,082	\$ 1,412,449	\$ 845,245
<b>Total Net Position</b>	<b>\$ 1,706,955</b>	<b>\$ 1,547,082</b>	<b>\$ 1,412,449</b>	<b>\$ 845,245</b>
District Revenues				
Operating revenues	\$ 396,998	\$ 455,649	\$ 776,629	1,421,774
Non-operating revenues	101,039	44,755	-	-
<b>Total Revenues</b>	<b>498,037</b>	<b>500,404</b>	<b>776,629</b>	<b>1,421,774</b>
Expenses				
Depreciation/Amortization expense	28,109	20,854	19,384	18,240
Dredging & Spoil Site expenses	9,735	17,494	9,092	40,595
Marina	73,596	184,172	34,813	-
Reed Island Park	70,761	2,999	-	-
Other operating expenses	155,965	140,253	146,134	138,600
<b>Total Expenses</b>	<b>338,165</b>	<b>365,771</b>	<b>209,424</b>	<b>197,435</b>
Change in Net Position	\$ 159,872	\$ 134,633	\$ 567,205	\$ 1,224,339
Net Position - Beginning of Year	\$ 1,547,083	\$ 1,412,450	\$ 845,245	(379,093)
Net Position - End of Year	<b>\$ 1,706,955</b>	<b>\$ 1,547,083</b>	<b>\$ 1,412,450</b>	<b>\$ 845,245</b>

While the statement of net position shows the change in net position, the statement of revenues, expenditures and changes in fund balance provides answers as to the nature and source of these changes.

**HARBOUR WATERWAY SPECIAL DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED JUNE 30, 2025  
(UNAUDITED)**

**Budgetary Highlights**

There were no changes between the original and final budgets for the General Fund.

Assessment revenues received in the General Fund were \$4,532 more than the budgeted amount due primarily to returned and uncashed tax rebate checks of assessments to lot owners.

General Fund expenditures were \$61,708 higher than budgeted amounts due primarily to the following: completion of the renovation to the Marina within the District was delayed by over a year resulting in an expense of \$67,894 from the prior budget year posting in the current fiscal year. All of delayed projects are anticipated to finish in fiscal year 2025-26.

Administrative expenditures were approximately \$20,380 higher than budgeted amounts due primarily to higher Federal Taxes, FICA deductions totaling \$6,593 and an increase in General liability and Pollution liability insurance totaling \$7,720.

**Economic Factors and Future Activities**

The District's Board of Supervisors are anticipating that the District's financial condition will improve considerably due to the increase in its planned business-type activities in the future. With its land acquisitions, the District will be able to provide dredge disposal services to other similar special districts and waterways in Jacksonville at favorable rates for at least the next 25 years.

**Contacting the District's Financial Management**

The financial report is designed to present users with a general overview of the District's finances and to demonstrate the District's accountability. If you have questions concerning any of the information provided in this report or need additional information, contact the District's Manager, Stanley H. Pipes, Jr., at 11554 Starboard Drive, Jacksonville, FL 32225.

# HARBOUR WATERWAY SPECIAL DISTRICT

## STATEMENT OF NET POSITION

**JUNE 30, 2025**

	Governmental Activities	Business-Type Activities	Total
<b>Assets</b>			
Current assets			
Cash and cash equivalents	\$ -	\$ 2,460,887	\$ 2,460,887
Prepaid insurance	3,323	1,311	4,634
Total current assets	3,323	2,462,198	2,465,521
Capital assets			
Office equipment, net of accumulated depreciation of \$7,211	2,491	-	2,491
Vehicles and equipment, net of accumulated depreciation of \$47,299	-	95,169	95,169
Reed Island Park	32,783	-	32,783
Land - March Parcel No. 160266-0900	8,350	-	8,350
Land - Marina Parcel No. 160266-1150	2,785	-	2,785
Land - Marina Parcel No. 160671-0080	9,091	-	9,091
Land - Reed Island Parcel No. 160258	95,017	-	95,017
Land - Reed Island Parcel No. 160259	300,000	-	300,000
Net capital assets	450,517	95,169	545,686
Other noncurrent assets			
Tax certificates	30,929	-	30,929
Boat slip licenses	24,000	-	24,000
Due from government fund	-	1,269,427	1,269,427
Total other noncurrent assets	54,929	1,269,427	1,324,356
Total assets	\$ 508,769	\$ 3,826,794	\$ 4,335,563
<b>Liabilities</b>			
Current liabilities			
Accounts payable	\$ 7,551	\$ 561	\$ 8,112
Accrued interest payable	1,174	-	1,174
Accrued wages and taxes payable	1,107	1,935	3,042
Current Portion of Revenue Note Payable	49,913	-	49,913
Total current liabilities	59,745	2,496	62,241
Noncurrent liabilities			
Revenue Note Payable - non-current	106,665	-	106,665
Unearned revenue - tipping fees	-	1,190,275	1,190,275
Due to Reed Island Enterprise Fund	1,269,427	-	1,269,427
Total noncurrent liabilities	1,376,092	1,190,275	2,566,367
Total liabilities	1,435,837	1,192,771	2,628,608
<b>Net Position</b>			
Net investment in capital assets	450,517	95,169	545,686
Unrestricted	(1,377,585)	2,538,854	1,161,269
Net position	(927,068)	2,634,023	1,706,955
Total Liabilities and Net Position	\$ 508,769	\$ 3,826,794	\$ 4,335,563

See Independent Auditor's Report and Notes to Financial Statements.

# HARBOUR WATERWAY SPECIAL DISTRICT

## STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2025

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Operating revenues			
Assessment income	\$ 211,758	\$ -	\$ 211,758
Less: Prior year assessment rebate	(101,250)	-	(101,250)
Boat slip fees	-	-	-
Interest income	-	101,039	101,039
Gain on disposal of equipment	-	-	-
Reed Island tipping fees earned	-	286,490	286,490
	<u>110,508</u>	<u>387,529</u>	<u>498,037</u>
Total operating revenues			
Operating expenditures			
Personnel costs	47,139	36,762	83,901
Dredging & spoil site maintenance	75,064	79,028	154,092
Interest expense	8,837	-	8,837
Legal service	14,325	5,418	19,743
Auditing expense	8,020	-	8,020
Legal advertising	162	-	162
Insurance	14,111	9,686	23,797
Office supplies	312	-	312
Depreciation expense	1,196	26,913	28,109
Other administrative	10,641	551	11,192
	<u>179,807</u>	<u>158,358</u>	<u>338,165</u>
Total operating expenditures			
Change in net position	(69,299)	229,171	159,872
Net position, beginning of year	<u>(857,769)</u>	<u>2,404,852</u>	<u>1,547,083</u>
Net position, end of year	<u>\$ (927,068)</u>	<u>\$ 2,634,023</u>	<u>\$ 1,706,955</u>

See Independent Auditor's Report and Notes to Financial Statements.

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**HARBOUR WATERWAY SPECIAL DISTRICT**

**GOVERNMENTAL FUND BALANCE SHEET/STATEMENT OF NET POSITION**

**JUNE 30, 2025**

	<b>General Fund</b>	<b>Adjustments</b>	<b>Statement of Net Position</b>
<b>Assets</b>			
Current assets			
Cash and cash equivalents	\$ -	\$ -	\$ -
Prepaid insurance	3,323	-	3,323
Total current assets	3,323	-	3,323
Capital assets			
Office equipment, net of accumulated depreciation of \$6,015	2,491	-	2,491
Reed Island Park	32,783	-	32,783
Land - March Parcel No. 160266-0900	8,350	-	8,350
Land - Marina Parcel No. 160266-1150	2,785	-	2,785
Land - Marina Parcel No. 160671-0080	9,091	-	9,091
Land - Reed Island Parcel No. 160258	95,017	-	95,017
Land - Reed Island Parcel No. 160259	300,000	-	300,000
Net capital assets	450,517	-	450,517
Other noncurrent assets			
Tax certificates	30,929	-	30,929
Boat slip licenses	24,000	-	24,000
Total other noncurrent assets	54,929	-	54,929
Total assets	\$ 508,769	\$ -	\$ 508,769
<b>Liabilities</b>			
Current liabilities			
Accounts payable	\$ 7,551	\$ -	\$ 7,551
Accrued interest payable	1,174	-	1,174
Accrued wages and taxes payable	1,107	-	1,107
Current Portion of Revenue Note Payable	49,913	-	49,913
Total current liabilities	59,745	-	59,745
Noncurrent liabilities			
Revenue Note Payable - non-current	106,665	-	106,665
Unearned revenue - tipping fees	-	-	-
Due to Reed Island Enterprise Fund	1,269,427	-	1,269,427
Total noncurrent liabilities	1,376,092	-	1,376,092
Total liabilities	1,435,837	-	1,435,837
<b>Fund Balance</b>			
Unassigned	(927,068)	927,068	-
Total liabilities and fund balance	\$ 508,769		
<b>Net Position</b>			
Net investment in capital assets		450,517	
Unrestricted		(1,377,585)	(927,068)
Net position		(927,068)	(927,068)
Total Liabilities and Net Position		\$ -	\$ 508,769

See Independent Auditor's Report and Notes to Financial Statements.  
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**HARBOUR WATERWAY SPECIAL DISTRICT**

**GOVERNMENTAL FUND BALANCE SHEET/STATEMENT OF ACTIVITIES**

**JUNE 30, 2025**

	<u>General Fund</u>	<u>Adjustments</u>	<u>Statement of Activities</u>
Operating revenues			
Assessment income	\$ 211,758	\$ -	\$ 211,758
Less: Prior year assessment rebate	(101,250)	-	(101,250)
Boat slip fees	-	-	-
Other donations	-	-	-
Reed Island tipping fees earned	-	-	-
	<u>110,508</u>	<u>-</u>	<u>110,508</u>
 Operating expenditures			
Personnel costs	47,139	-	47,139
Dredging & spoil site maintenance	75,064	-	75,064
Interest expense	8,837	-	8,837
Legal service	14,325	-	14,325
Auditing expense	8,020	-	8,020
Legal advertising	162	-	162
Insurance	14,111	-	14,111
Office supplies	312	-	312
Depreciation expense	1,196	-	1,196
Other administrative	10,641	-	10,641
	<u>179,807</u>	<u>0</u>	<u>179,807</u>
 Change in net position	(69,299)	0	(69,299)
 Fund balance/Net position, beginning of year	<u>(857,769)</u>	<u>-</u>	<u>(857,769)</u>
 Fund balance/Net position, end of year	<u>\$ (927,068)</u>	<u>\$ -</u>	<u>\$ (927,068)</u>

See Independent Auditor's Report and Notes to Financial Statements.

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**HARBOUR WATERWAY SPECIAL DISTRICT**  
**PROPRIETARY FUND – REED ISLAND ENTERPRISE FUND**  
**STATEMENT OF NET POSITION**

**JUNE 30, 2025**

	<b>Business-Type Activities</b>	<b>Adjustments</b>	<b>Statement of Net Position</b>
<b>Assets</b>			
Current assets			
Cash and cash equivalents	\$ 2,460,887	\$ -	\$ 2,460,887
Prepaid insurance	1,311	-	1,311
Total current assets	2,462,198	-	2,462,198
Capital assets			
Vehicles and equipment, net of accumulated depreciation of \$48,495	95,169	-	95,169
Net capital assets	95,169	-	95,169
Other noncurrent assets			
Due from government fund	1,269,427	-	1,269,427
Total other noncurrent assets	1,269,427	-	1,269,427
Total assets	\$ 3,826,794	\$ -	\$ 3,826,794
<b>Liabilities</b>			
Current liabilities			
Accounts payable	\$ 561	\$ -	\$ 561
Accrued wages and taxes payable	1,935	-	1,935
Total current liabilities	2,496	-	2,496
Noncurrent liabilities			
Unearned revenue - tipping fees	1,190,275	-	1,190,275
Total noncurrent liabilities	1,190,275	-	1,190,275
Total liabilities	1,192,771	-	1,192,771
<b>Fund Balance</b>			
Unassigned	2,634,023	(2,634,023)	-
Total liabilities and fund balance	\$ 3,826,794		
<b>Net Position</b>			
Net investment in capital assets		95,169	95,169
Unrestricted		2,538,854	2,538,854
Net position		2,634,023	2,634,023
Total Liabilities and Net Position		\$ -	\$ 3,826,794

See Independent Auditor's Report and Notes to Financial Statements.  
Page 12

**HARBOUR WATERWAY SPECIAL DISTRICT**

**STATEMENT OF PROPRIETARY FUND REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE/STATEMENT OF ACTIVITIES**

**FOR THE YEAR ENDED JUNE 30, 2025**

	<b>Reed Island Enterprise Fund</b>	<b>Adjustments</b>	<b>Total</b>
	<u>Fund</u>	<u>Adjustments</u>	<u>Total</u>
Operating revenues			
Reed Island tipping fees earned	\$ 286,490	-	\$ 286,490
Interest income	101,039	-	101,039
Gain on disposal of equipment	-	-	-
Total operating revenues	<u>387,529</u>	<u>-</u>	<u>387,529</u>
Operating expenditures			
Personnel costs	36,762	-	36,762
Dredging & spoil site maintenance	79,028	-	79,028
Legal service	5,418	-	5,418
Insurance	9,686	-	9,686
Depreciation expense	26,913	-	26,913
Other administrative	551	-	551
Total operating expenditures	<u>158,358</u>	<u>-</u>	<u>158,358</u>
Change in net position	229,171	-	229,171
Fund balance/Net position, beginning of year	<u>2,404,852</u>	<u>-</u>	<u>2,404,852</u>
Fund balance/Net position, end of year	<u>\$ 2,634,023</u>	<u>\$ -</u>	<u>\$ 2,634,023</u>

See Independent Auditor's Report and Notes to Financial Statements.

**HARBOUR WATERWAY SPECIAL DISTRICT**  
**PROPRIETARY FUND – REED ISLAND ENTERPRISE FUND**  
**STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED JUNE 30, 2025**

CASH FLOWS FROM BUSINESS-TYPE ACTIVITIES

Receipts from customers	\$	-
Interest income		101,039
Proceeds from disposal of equipment		-
Equipment purchases		-
Net advances to government fund		(127,325)
Payments to suppliers		(90,972)
Payments to employees		(34,150)
Net cash flows from business-type activities		(151,408)
Cash and cash equivalents, beginning of year		2,612,295
Cash and cash equivalents, end of year	\$	2,460,887

RECONCILIATION OF OPERATING INCOME TO NET CASH FROM OPERATING ACTIVITIES

Excess of revenues over expenses	\$	229,171
Adjustments to reconcile decrease in net assets to net cash used in operating activities:		
Depreciation		26,912
Gain on disposal of equipment		-
Change in financial position accounts:		
Accounts receivable - tipping fees		-
Due from government fund		(127,325)
Prepaid insurance		6,726
Equipment purchases		-
Proceeds from disposal of equipment		-
Accounts payable		(91)
Accrued wages and taxes payable		(312)
Unearned revenue - tipping fees		(286,489)
Net cash used in business-type activities	\$	(151,408)

HARBOUR WATERWAY SPECIAL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2025

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Reporting Entity**

The District is a dependent special district, created in 2010 by the City Council under ordinance number 2010-725-E of the City of Jacksonville, Duval County, Florida pursuant to Section 189.4041 of the Florida Statutes; adopting a charter for the Harbour Waterway Special District for the limited purpose of maintaining the system of canals located in the Harbour, Harbour North, Harbour Cay, and Harbour Island neighborhoods. It operates under the direction of a Board of Supervisors elected by the registered voters within the District.

The District uses the criteria established in GASB Statement No. 14 to define the reporting entity and identify component units. Component units are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the District's financial statements to be misleading or incomplete. There are no entities to consider for inclusion as a component unit within the District's reporting entity. The District did not participate in any joint ventures during the 2024-2025 fiscal year.

**Basic Financial Statements**

The District is engaged in a single governmental program and administers two funds, the General Fund and the Reed Island Fund. The Statement of Net Position reports the District's financial position as of the end of the fiscal year for the General Fund. The District has taken the option of presenting combined fund financial statements and government-wide statements using a columnar format that reconciles fund financial data to government-wide data in a separate column.

The Statements of Governmental Fund Balance Sheet and Net Position reports the District's financial position as of the end of the fiscal year for both the General Fund and the governmental activities.

The Statement of Revenues, Expenditures and Change in Fund Balances and the Statement of Activities reports changes in the financial position of the General Fund and the governmental activities, and the degree to which functional activities are offset by program revenues for the governmental activities.

HARBOUR WATERWAY SPECIAL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2025

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** – (Continued)

**Measurement, Basis of Accounting and Financial Statement Presentation**

The financial statements of the District are prepared in accordance with generally accepted accounting principles (GAAP). The District's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements.

The District's governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. Expenditures are recorded when the related fund liability is incurred.

Business-type activities and the proprietary fund financial statements are presented on the accrual basis of accounting. Fees and charges and other exchange revenues are recognized when earned and expenses are recognized when incurred.

**Net Position**

Net position represents the difference between assets and liabilities reported for the governmental activities. Net position is reported as restricted when there are externally imposed restrictions or restrictions imposed by enabling legislation. Unrestricted net positions are net positions that do not meet the definition of the classification previously described. As of June 30, 2025, the District had no restricted net position.

**Cash and Cash Equivalents**

All of the cash deposits of the District are placed with qualified public depositories and are insured by federal depository insurance.

**Fund Types and Major Funds**

**Governmental Funds**

General-Fund - The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

HARBOUR WATERWAY SPECIAL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2025

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** – (Continued)

**Fund Types and Major Funds** – (Continued)

Proprietary Funds

Enterprise Fund – Enterprise funds are required to be used to account for operations for which a fee is charged to external users for goods or services. The activities reported in this fund are reported as business-type activities in the government-wide financial statements. The Reed Island Enterprise Fund is 182 acres with a 44-acre spoil site that is part of a plan to provide a permanent dredge disposal site for the District, other special districts, homeowner associations, and private residences in Jacksonville.

**Budgets and Budgetary Accounting**

The District prepares a budget for its General Fund-Statement of Revenues and Expenditures on a consistent basis, which does not differ materially from generally accepted accounting principles. The budget and amendments, if any, are approved by the District.

**Use of Estimates**

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities and the reported revenues and expenses. Actual results could differ from those estimates.

**Risk Management**

The District is exposed to various risks of loss including general liability, property, and officials' liability. To manage its risks, the District has commercial insurance and participates in the Florida Mutual Insurance Trust administered by the Florida League of Cities. The District pays an annual premium to the Trust for its coverage. The premiums are designed to fund the liability risks assumed by the Trust and are based on certain actual exposures of each member.

HARBOUR WATERWAY SPECIAL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2025

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** – (Continued)

**Non-Ad Valorem Assessments and Collection**

Florida Statutes requires that special districts provide for the collection and enforcement of non-ad valorem assessments, expressing the specific intent to use the uniform method of levy, collection and enforcement. The District has entered into an interlocal agreement with the Duval County Property Appraiser and the Duval County Tax Collector to administer the collection and enforcement of the non-ad valorem assessments.

**Allowance for Credit Losses**

As explained in the paragraph above, delinquent taxes and special assessments are subject to collection by the Tax Collector's office through the sale of tax certificates on real property and the issuance of warrants for seizure and sale of tangible personal property. Consequently, an allowance for credit losses is not maintained because the District believes all amounts will ultimately be collected by the Duval County Tax Collector.

2. **CONCENTRATION OF CREDIT RISK**

At June 30, 2025, a total of \$314,943 in cash is on deposit at one financial institution which exceeds the federally issued maximum limits. The District has not experienced, nor does it anticipate, any losses with respect to such accounts.

In addition to insurance provided by the Federal Deposit Insurance Corporation, cash of approximately \$2,145,944 is held by the State Board of Administration – Local Government Surplus Trust Funds. Under Florida Statutes Chapter 280, Florida Security for Public Deposit Act, the State Treasurer requires all Florida qualified depositories to deposit with the Treasurer or another banking institution eligible collateral. In the event of a failure of qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

HARBOUR WATERWAY SPECIAL DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2025

**3. REVENUE NOTE PAYABLE**

Revenue Note payable at June 30, 2025 is as follows:

Series 2018

\$450,000 Harbour Waterway Special District, Duval County, Florida Taxable Special Assessment Revenue Note, Series 2018 was issued to pay the cost of the purchase of land.

Payments remaining are to be made as follows:

	Interest	Principal	Total
May 1, 2026	7,046	49,913	56,959
May 1, 2027	4,800	52,159	56,959
May 1, 2028	2,452	54,506	56,958
Total	\$ 14,298	\$ 156,578	\$ 170,876

The note is secured by the non-ad valorem assessments of the District.

**4. CAPITAL ASSET - LAND**

In February 2018, the District purchased a 138-acre parcel of land from Jacksonville Port Authority known as Reed Island. In May 2019, the District completed its purchase of a 44-acre parcel of land on Reed Island from the City of Jacksonville. These parcels were acquired at a cost of \$395,017 and are stated in the accompanying balance sheet at historical cost. This property is used as a dredge spoil site by the District. The District allows others who are similarly situated, such as homeowners' associations and special districts, to use the property as a dredge spoil site on commercially reasonable terms as the District may establish.

**5. SUBSEQUENT EVENTS**

Management has evaluated subsequent events through December 20, 2025, which is the date the financial statements were available to be issued. In the opinion of management, no events occurred subsequent to June 30, 2025, through December 20, 2025, that require adjustment to the accompanying financial statements.

**REQUIRED SUPPLEMENTARY INFORMATION**

## HARBOUR WATERWAY SPECIAL DISTRICT

### STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE AND ACTUAL – GENERAL FUND

FOR THE YEAR ENDED JUNE 30, 2025

	Budgeted Amounts		Actual	Variance Over (Under)
	Original	Final		
<b>Revenues</b>				
Net assessments	\$ 104,500	\$ 104,500	\$ 110,508	\$ 6,008
Boat slip fees	6,825	6,825	-	(6,825)
Spoil revenue	-	-	286,490	286,490
Other income	96,000	96,000	101,039	5,039
<b>Total Revenues</b>	<u>207,325</u>	<u>207,325</u>	<u>498,037</u>	<u>290,712</u>
<b>Expenditures</b>				
<b>Administrative</b>				
Personnel costs	77,791	77,791	83,901	6,110
Legal services	14,400	14,400	19,743	5,343
Annual audit	7,650	7,650	8,020	370
Legal advertising	200	200	162	(38)
Office supplies and postage	900	900	312	(588)
Insurance	10,750	10,750	23,797	13,047
Depreciation expense	-	-	28,109	28,109
Other administrative expenditures	5,192	5,192	11,192	6,000
<b>Total Administrative Expenditures</b>	<u>116,883</u>	<u>116,883</u>	<u>175,236</u>	<u>58,353</u>
<b>Canal Maintenance and Dredging Operations</b>				
COJ Park & Recreation	-	-	-	-
Dredging contractor	-	-	770	770
Repair bulkhead	-	-	-	-
Marine surveyor	-	-	3,850	3,850
Spoil site development expenses	12,000	12,000	78,710	66,710
Reed Island Park development expenses	77,500	77,500	70,762	(6,738)
Engineering fees	-	-	-	-
<b>Total Canal Maintenance and Dredging Operations</b>	<u>89,500</u>	<u>89,500</u>	<u>154,092</u>	<u>64,592</u>
<b>Debt Service</b>				
Interest expense & loan fees	56,959	56,959	56,601	(358)
<b>Total Debt Service</b>	<u>56,959</u>	<u>56,959</u>	<u>56,601</u>	<u>(358)</u>
<b>Total Expenditures</b>	<u>263,342</u>	<u>263,342</u>	<u>385,929</u>	<u>122,587</u>
<b>Excess Revenues (Expenditures)</b>	\$ (56,017)	\$ (56,017)	\$ 112,108	\$ 168,125
<b>Fund Balance - beginning of year</b>	<u>1,547,083</u>	<u>1,547,083</u>	<u>1,547,083</u>	<u>-</u>
<b>Fund Balance - end of year</b>	<u>\$ 1,491,066</u>	<u>\$ 1,491,066</u>	<u>\$ 1,659,191</u>	<u>\$ 168,125</u>

#### Note to Schedule

The budget is prepared by the Treasurer and approved by the Board of Supervisors. The final budgeted revenues and expenditures reflect all amendments approved by the Board of Supervisors. The budget is prepared on the accrual basis of accounting, which is consistent with generally accepted accounting principles.

**ADDITIONAL  
ELEMENTS  
REQUIRED BY  
GOVERNMENT  
*AUDITING STANDARDS***

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Supervisors  
Harbour Waterway Special District

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Harbour Waterway Special District, which comprise the statement of net position as of June 30, 2025, and the related statements of revenues, expenses and changes in net position for the fiscal year then ended, and the related notes to the financial statements, and have issued my report thereon dated December 20, 2025.

**Internal Control over Financial Reporting**

In planning and performing my audit of the financial statements, we considered Harbour Waterway Special District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Harbour Waterway Special District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Harbour Waterway Special District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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## **Internal Control over Financial Reporting – (Continued)**

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during my audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Harbour Waterway Special District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Howard & Company, CPAs, P.A.*

**ADDITIONAL ELEMENTS REQUIRED BY  
AUDITOR GENERAL**

**INDEPENDENT AUDITOR'S  
MANAGEMENT LETTER**

December 20, 2025

Board of Supervisors  
Harbour Waterway Special District Jacksonville, Florida

We have audited the basic financial statements of the Harbour Waterway Special District as of and for the year ended June 30, 2025, and have issued my report thereon dated December 20, 2025. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards. Disclosures in that report, which is dated December 20, 2025, should be considered in conjunction with this Management Letter.

Additionally, our audit was conducted in accordance with Chapter 10.550, Rules of the Auditor General, which governs the conduct of local governmental entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditor's report.

**CURRENT YEAR COMMENTS**

**Investment of Public Funds**

Rules of the Auditor General require my audit to include a review of the Harbour Waterway Special District's compliance with Section 218.415, Florida Statutes, regarding the investment of public funds. In connection with my audit, we determined that the Harbour Waterway Special District complied with Section 218.415, Florida Statutes.

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## **CURRENT YEAR COMMENTS** – (Continued)

### **Current Year Recommendations**

Rules of the Auditor General require that we address in the Management Letter any recommendations to improve financial management. In connection with our audit, we did not have any recommendations that are required to be reported in this letter.

### **Violations of Contracts and Grant Provisions or Abuse**

Rules of the Auditor General require that we address violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but more than inconsequential. In connection with our audit, we did not have any such findings.

### **Matters Inconsequential to the Financial Statements**

Rules of the Auditor General provides that the auditor may, based upon professional judgment, report the following matters that have an inconsequential effect on the financial statements, considering both quantitative and qualitative factors: (1) violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse; and (2) deficiencies in internal control that are not significant deficiencies. In connection with my audit for the fiscal year ended June 30, 2025, we did not have any such findings.

### **Oversight Unit and Component Units**

Rules of the Auditor General require that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this Management Letter, unless disclosed in the notes to the financial statements. This information is disclosed in Note 1 to the financial statements.

### **Consideration of Financial Emergency Criteria**

Rules of the Auditor General require a statement be included as to whether or not the local government entity has met one or more of the conditions described in Section 218.503, Florida Statutes, and identification of the specific conditions met. In connection with our audit, we determined that the Harbour Waterway Special District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

### **PACE Program**

Harbour Waterway Special District does not operate a Property Assessed Clean Energy (“PACE”) program within the District. The PACE program offers loans to homeowners to improve energy efficiency, water conservation, and wind mitigation, which is not part of Harbour Waterway Special District’s allowed activities. These functions are administered at the State and City Government level.

## **CURRENT YEAR COMMENTS** – (Continued)

### **Annual Financial Report**

Rules of the Auditor General require that we determine whether the annual financial report for Harbour Waterway Special District for the fiscal year ended June 30, 2025, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended June 30, 2025. In connection with our audit, we determined that these two reports were in substantial agreement.

### **Financial Condition Assessment Procedures**

Rules of the Auditor General require that we apply financial condition assessment procedures. In connection with our audit, we applied financial condition assessment procedures. It is management's responsibility to monitor the Harbour Waterway Special District's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by management. The results of our procedures did not disclose any matters that are required to be reported.

### **Information of a Dependent Special District as Provided in Section 218.39(a), Florida Statutes**

- (1) the total number of district employees compensated in the last pay period of the fiscal year; HWSO had one part-time employee during the last pay period of FY 2024-2025.
- (2) the total number of independent contractors compensated in the last month of the fiscal year; There were eight (8) independent contractors.
- (3) all compensation paid or accrued to employees; Total compensation paid to employees for FY 2024-25 was \$83,901.
- (4) all compensation paid/accrued to independent contractors for FY 2024-25 was \$98,921.
- (5) each construction project with cost of at least \$65,000 approved by the District and scheduled to begin after October 1 of the reporting year and total expenditures of such project; There were two projects for Reed Island Park dock/picnic pavilions and bulkhead construction projects in FY 2024/25 over \$65,000. The costs incurred for FY 2024/25 was \$144,357.
- (6) a budget variance report based on the budget adopted under Section 189.016(4), Florida Statutes, and the amended budget under Section 189.016(6), Florida Statutes.

Attached is the budget variance report. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The information on the next page is presented for purposes of additional analysis and is not a required part of the financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, I do not express an opinion or provide any assurance on it.

This information is intended solely for the use of the Board of Supervisors of the Harbour Waterway Special District and the Florida Auditor General and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*John W. Howard, CPA*  
John W. Howard, CPA

# HARBOUR WATERWAY SPECIAL DISTRICT

## FISCAL YEAR 2024-25 BUDGET - CASH FLOW BASIS

### BUDGET VARIANCE ANALYSIS - GOVERNMENTAL & ENTERPRISE FUNDS

DESCRIPTION	ACTUAL		BUDGET		VARIANCE	
	FY 2024/25		FY 2024/25		Positive / (Negative)	
					DOLLAR	PERCENT
<b>FUND BALANCES AT BEGINNING OF YEAR</b>						
- (Carry Forward Surplus)	\$	2,616,065	\$	2,100,306	\$	515,759 24.6%
<b><u>OPERATING REVENUES</u></b>						
Net Assessments	\$	214,032	\$	209,500	\$	4,532 2.2%
- Tax Rebate - 50% refund on non-Ad Valorem Assessment	\$	(95,875)	\$	(105,000)	\$	9,125 -8.7%
Spoil Site Disposal Fees	\$	-	\$	-	\$	-
Interest Income	\$	101,039	\$	96,000	\$	5,039 5.2%
Marina License Fees	\$	-	\$	6,825	\$	(6,825) -100.0%
Misc Income - Refund of Legal Fees; refund of taxes	\$	189	\$	-	\$	189 100.0%
<b>Total Revenue</b>	\$	<b>219,384</b>	\$	<b>207,325</b>	\$	<b>12,059 5.8%</b>
<b>Total Revenue plus Beginning Surplus Funds</b>	\$	<b>2,835,449</b>	\$	<b>2,307,631</b>	\$	<b>527,818 22.9%</b>
<b><u>EXPENDITURES</u></b>						
<b>Professional Services</b>						
Personnel Services includes temp labor	\$	61,551	\$	61,000	\$	551 0.9%
Federal Taxes; FICA; Unemployment Insurance	\$	23,384	\$	16,791	\$	6,593 39.3%
Legal Services	\$	16,458	\$	14,400	\$	2,058 14.3%
Administrative Services	\$	1,800	\$	1,800	\$	-
Accounting & Audit Services	\$	7,500	\$	7,650	\$	(150) -2.0%
<b>Administrative</b>						
Office Supplies & Postage	\$	487	\$	900	\$	(413) -45.9%
Rental - Meeting Room	\$	1,800	\$	-	\$	1,800 100.0%
Communication Services - Web Hosting	\$	455	\$	286	\$	169 59.1%
Legal & Promotional Advertising	\$	158	\$	200	\$	(42) -21.1%
Other Administrative Expenses	\$	3,026	\$	926	\$	2,100 226.8%
<b>Other Expenses</b>						
Insurance - General Liability & Pollution	\$	18,470	\$	10,750	\$	7,720 71.8%
Publications and Memberships	\$	2,175	\$	2,175	\$	-
Property Taxes - Parcel 160259	\$	-	\$	5	\$	(5) 100.0%
Interest Expense on Revenue Notes	\$	9,195	\$	9,195	\$	0 0.0%
Revenue Note Principal Payments	\$	47,764	\$	47,764	\$	(0) 0.0%
<b>Total Professional, Administrative &amp; Other Expenditures</b>	\$	<b>194,222</b>	\$	<b>173,842</b>	\$	<b>20,380 11.7%</b>
<b><u>Canal Maintenance &amp; Dredging Operations</u></b>						
Dredging / Marine Contractor	\$	770	\$	-	\$	770 100.0%
Repair Bulkhead - COJ/JEA & Mill Cove Channel	\$	-	\$	-	\$	-
Marine Surveyor	\$	-	\$	-	\$	-
Dredging Permits	\$	-	\$	-	\$	-
Spoil Site Development Expenses	\$	16,350	\$	12,000	\$	4,350 36.3%
Navigational Aids & Markers	\$	-	\$	-	\$	-
Marine Engineering Consultant	\$	-	\$	-	\$	-
Reed Island Park Development	\$	64,059	\$	77,500	\$	(13,441) -17.3%
<b>Total Canal Maintenance &amp; Dredging Operations</b>	\$	<b>81,179</b>	\$	<b>89,500</b>	\$	<b>(8,321) -9.3%</b>
<b><u>Capital Expenditures</u></b>						
Purchase equipment as required	\$	-	\$	-	\$	-
Renovate HWSD Marina	\$	76,894	\$	9,000	\$	67,894 754.4%
Purchase Tax Certificates	\$	14,254	\$	7,500	\$	6,754 90.1%
Purchase parcels adjacent to HWSD	\$	-	\$	25,000	\$	(25,000) -100.0%
<b>TOTAL EXPENDITURES</b>	\$	<b>366,550</b>	\$	<b>304,842</b>	\$	<b>61,708 20.2%</b>
<b>FUND BALANCES AT END OF YEAR</b>						
- Excess Revenue / (Expenditures)	\$	<b>2,468,899</b>	\$	<b>2,002,789</b>	\$	<b>466,110 23.3%</b>

**RESOLUTION NO. 2026-01**

**A RESOLUTION OF THE HARBOUR WATERWAY SPECIAL DISTRICT, DUVAL COUNTY, FLORIDA, APPROVING EXECUTION OF A CONTRACT WITH HOWARD & CO, TO PROVIDE AUDITING SERVICES; 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, Section 6 of the Ordinance requires that an audit of the HWSD’s finances be conducted annually; and

WHEREAS, Howard & Company is a Certified Public Accounting firm experienced in conducting audits of local governmental bodies and is familiar with the reporting requirements for such audits as specified by federal and state law ; and

WHEREAS, Howard & Company has presented a proposal, attached as Exhibit “A” hereto, to the HWSD to perform the annual audit work required by the HWSD to comply with the Ordinance.

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

Section 1. The Howard & Company proposal attached as Exhibit “A” is accepted by the Board.

Section 2. The Chairman of the Board or the Secretary / Treasurer is hereby authorized to execute a contract with Howard & Company for the services described in the proposal.

Section 3. This Resolution shall become effective upon adoption.

Passed and Adopted this 12th day of February, 2026.

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Ricardo Fornos  
Board Chair

Attest:

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Board Secretary

# HARBOUR WATERWAY SPECIAL DISTRICT

## 2025 NON-AD VALOREM ASSESSMENT - DISTRIBUTION REPORT

2/12/2026

DATE	GROSS TAX	EARLY PAYMENT DISCOUNT	NET TAX	TC FEE	PA FEE	DISTRIBUTION
<b><u>OCTOBER</u></b>						
01 - 31	2,891.09	(122.80)	2,768.29	(55.37)	(41.52)	2,671.40
<b><u>NOVEMBER</u></b>						
01 - 09	2,000.00	(80.00)	1,920.00	(38.40)	(28.80)	1,852.80
10 - 16	8,000.00	(320.00)	7,680.00	(153.60)	(115.20)	7,411.20
17 - 23	22,500.00	(900.00)	21,600.00	(432.00)	(324.00)	20,844.00
24 - 30	133,000.00	(5,320.00)	127,680.00	(2,553.60)	(1,915.20)	123,211.20
<b><u>DECEMBER</u></b>						
1 - 7	14,036.43	(551.09)	13,485.34	(269.71)	(202.28)	13,013.35
8 - 14	2,000.00	(60.00)	1,940.00	(38.80)	(29.10)	1,872.10
15 - 31	11,018.04	(330.54)	10,687.50	(213.75)	(160.31)	10,313.44
<b><u>JANUARY</u></b>						
1 - 15	6,000.00	(160.00)	5,840.00	(116.80)	(87.60)	5,635.60
16 - 31	2,000.00	(40.00)	1,960.00	(39.20)	(29.40)	1,891.40
<b><u>February</u></b>						
1 - 18		-	-	-	-	-
19 - 28		-	-	-	-	-
<b><u>March</u></b>						
1 - 16		-	-	-	-	-
17 - 31		-	-	-	-	-
<b><u>April</u></b>						
1 - 30			-	-	-	-
<b><u>May</u></b>						
1 - 31			-	-	-	-
<b><u>June</u></b>						
1 - 30			-	-	-	-
<b><u>July - August</u></b>						
1 - 31						
<b><u>September</u></b>						
1 - 30						
<i>Unpaid Assessments</i>	20,054.44	9.0%				
<b>TOTAL DISTRIBUTIONS</b>	<b>203,445.56</b>	<b>(7,884.43)</b>	<b>195,561.13</b>	<b>(3,911.23)</b>	<b>(2,933.41)</b>	<b>\$ 188,716.49</b>
<b>% Collected</b>	<b>91.0%</b>	<b>-3.88%</b>		<b>-2.0%</b>	<b>-1.5%</b>	<b>92.76%</b>
<b>TOTAL TAX BILLED</b>	<b>223,500.00</b>					

# HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds:

Thursday, February 12, 2026

Date	Num	Description	Memo	Amount
<b>CURRENT ASSETS</b>				
12/31/2025		<b>GENERAL FUND ACCOUNT</b>	<b>BEGINNING BALANCE</b>	<b>\$ 2,503,769.90</b>
		TAX DEPOSITS	January 1 - 31	15,949.04
		INTEREST INCOME	January - 3.88%	7,232.70
<b>TOTAL GENERAL FUND BALANCE</b>				<b>2,526,951.64</b>
<b>CLEARED DISBURSEMENTS</b>				
1/4/2026	Trans	Truist Credit Card	Payment - Billing Cycle	(845.23)
1/8/2026	2535	Caroline B. Goodrich	Administrative Services - December 12, 2025	(150.00)
1/8/2026	2538	Wayne E. Flowers	Legal Services: (December Billing)	(660.00)
1/8/2026	2537	Resurrection Episcopal Church	Meeting Room - January 8	(150.00)
1/5/2026	Debit	Stanley Pipes	District Manager up to 47.75 hrs. - (December Billing)	(3,926.71)
1/14/2026	Debit	JEA	Marina Utilities	(57.01)
1/8/2026	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes	(1,867.72)
12/5/2025	2529	James Doherty	Landscape Service - Marina, Marsh, & Entrance (November)	(270.00)
1/5/2026	2536	James Doherty	Landscape Service - Marina, Marsh, & Entrance (December)	(270.00)
1/29/2026	2539	Howard & Company	FY 2024 - 25 Annual Audit	(7,425.00)
Ongoing		2024 Tax Rebate Program	Rebate Checks	(1,000.00)
<b>DISBURSEMENTS - SubTotal</b>				<b>(16,621.67)</b>
1/31/2026		<b>GENERAL FUND ACCOUNT</b>	<b>TOTAL GENERAL FUND ENDING BALANCE</b>	<b>2,510,329.97</b>
<b>OUTSTANDING DISBURSEMENTS / DEPOSITS</b>				
2/5/2026	Debit	Stanley Pipes	District Manager up to 44.75 hrs. - (January Billing)	(4,475.00)
2/5/2026	2541	James Doherty	Landscape Service - Marina, Marsh, & Entrance (January)	(270.00)
				-
<b>SubTotal</b>				<b>(4,745.00)</b>
<b>TOTAL GENERAL FUND BALANCE - after Outstanding Items</b>				<b>2,505,584.97</b>
<b>REQUESTED DISBURSEMENTS</b>				
3/5/2026	Debit	Stanley Pipes	District Manager up to 60.00 hrs. - (February Billing)	(6,000.00)
2/12/2026	2540	Caroline B. Goodrich	Administrative Services - January 8, 2026	(150.00)
2/12/2026	2543	Wayne E. Flowers	Legal Services: (January Billing)	(715.00)
2/12/2026	2542	Resurrection Episcopal Church	Meeting Room - February 12	(150.00)
2/8/2026	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes	(1,213.58)
3/5/2026	TBD	James Doherty	Landscape Service - Marina, Marsh, & Entrance (February)	(270.00)
2/15/2026	Debit	JEA	Marina Utilities: up to	(65.00)
2/2/2026	Epay	Truist Credit Card	Payment - Billing Cycle	(192.09)
2/12/2026		Stanley Pipes	APC UPS 1500VA - PC battery backup & surge protection	(362.25)
2/18/2026	TBD	Microsoft Office	Subscribe to Office 365 - up to \$50/ month	(600.00)
2/25/2026	TBD	Bob's Backflow	Replace Backflow Preventer Check Valve - Marina up to:	(1,000.00)
3/15/2026		Gate Company	Marina - New electronic gate up to:	(50,000.00)
<b>SubTotal</b>				<b>(60,717.92)</b>
<b>TOTAL AVAILABLE FUNDS AFTER REQUESTED DISBURSEMENTS</b>				<b>2,444,867.05</b>
<b>CURRENT PROJECT EXPENSES</b>				
3/31/2026	1	Marina Development Project	(1) Boat Ramp; (2) Marina Gate & Control system	(71,363.00)
12/31/2026	2	Reed Island Park	Develop Dock & Bulkheads	(242,609.10)
1/31/2026	3	2024 non-Ad Valorem Rebate Program	Rebate 50% of the 2024 non- Ad Valorem assessment	(6,625.00)
Ongoing	4	Parcel Owners	Purchase marsh & other parcels adjacent or near to the District	(35,000.00)
<b>TOTAL PLANNED PROJECTS:</b>				<b>(355,597.10)</b>
<b>FORECAST NET REVENUE FROM 2025 ASSESSMENT</b>				<b>27,174.91</b>
2025 Assessment Collected		\$	186,825	
<b>BUDGETED OPERATING EXPENSES - March 1, 2026 thru June 30, 2026</b>				<b>(93,908.90)</b>
<b>OPERATING EXPENSES &amp; DEBT SERVICE EXPENSE:</b>				<b>(93,908.90)</b>
<b>TOTAL HWSD PROJECTED DISPOSABLE FUNDS</b>				
<b>TOTAL PROJECTED AVAILABLE FUNDS after FY Operating &amp; Project Expenses</b>			<b>\$ 2,022,535.96</b>	

# HARBOUR WATERWAY SPECIAL DISTRICT

## CREDIT CARD TRANSACTIONS - STANLEY PIPES

Date	Description	Memo	Government	Reed Island	Total Amount	Outstanding Balance
<b>POSTED TRANSACTIONS</b>						
<b>12/9/2025</b>	<b>STATEMENT CYCLE DATE</b>	<b>CREDIT CARD STMT BALANCE</b>			<b>\$ (4.36)</b>	<b>\$ (4.36)</b>
12/19/2025	Home Depot	Marina - Backflow Preventer Check Valve	(245.42)		(245.42)	(249.78)
12/21/2025	Napa Auto Parts	Roll-Off Truck - new battery		(393.42)	(393.42)	(643.20)
12/23/2025	AA-Distribution	Fraud Transaction - Foreign Transaction Fee	1.86		1.86	(641.34)
12/28/2025	IONOS	Email Archiving	(2.50)		(2.50)	(643.84)
12/31/2025	Home Depot	Marina - Water supply	(21.74)		(21.74)	(665.58)
1/4/2026	Truist Bank	Banking Fee	(4.36)		(4.36)	(669.94)
1/5/2026	Ionos	Web Hosting	(59.97)		(59.97)	(729.91)
1/6/2026	Home Depot	Marina - Water supply	(115.32)		(115.32)	(845.23)
1/8/2026	Truist Checking Account	<b>Credit Card Payment</b>	<b>451.81</b>	<b>393.42</b>	<b>845.23</b>	<b>-</b>
<b>1/9/2026</b>	<b>STATEMENT CYCLE DATE</b>	<b>CREDIT CARD STMT BALANCE</b>			<b>\$ -</b>	<b>\$ -</b>
1/9/2026	Truist Bank	Banking Fee	(6.05)		(6.05)	(6.05)
1/11/2026	Lowe's	T-20 Torx bits - Marina	(13.93)		(13.93)	(19.98)
1/11/2026	Office Max	Office Supplies	(23.64)		(23.64)	(43.62)
1/12/2026	Gate	Diesel Fuel		(100.97)	(100.97)	(144.59)
1/29/2026	Bob's Backflow	Marina - Backflow Check Valve Inspection	(45.00)		(45.00)	(189.59)
2/1/2026	IONOS	Email Archiving	(2.50)		(2.50)	(192.09)
2/1/2026	Truist Checking Account	<b>Credit Card Payment</b>	<b>91.12</b>	<b>100.97</b>	<b>192.09</b>	<b>-</b>
2/1/2026	Home Depot	Marina - Backflow Preventer Check Valve (Return)	232.19		232.19	232.19
<b>OUTSTANDING BALANCE</b>						<b>\$ -</b>