

HARBOUR WATERWAY
SPECIAL DISTRICT
Agenda

Thursday
August 13, 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 July 9, 2026*
- III. District Business**
 - a. JEA Tower Raising Project – Construction
 - b. Spoil Site Disposal Activity
 - i. Fincantieri*
 - ii. Salt Run Marina*
 - iii. City of St. Augustine, Dolphin Drive*
 - iv. Millers Creek*
 - c. Boat Ramp Renovation
 - i. Boat Ramp Gate – Operational effective August 3*
 - ii. Resolution 2026-04 - Transfer of Boat Slip License agreements*
 - d. Waterway Rules & Regulations
 - i. Dock Approvals*
- IV. Financial**
 - a. Approval to disburse funds
- V. District Schedule**
 - a. Next Scheduled Board Meeting – *Thursday, September 10, 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, July 9, 2026

I. Introduction

The Harbour Waterway Special District (HSWD) meeting of the Board of Supervisors was held on July 9th, 2026, at Resurrection Episcopal Church. The meeting was called to order at 6:00 pm. In attendance were Bob Birtalan, Wally Lovely, Mark Todd, and District Manager Stanley Pipes. It was noted that there was a quorum present. Harbour Waterway attorney Wayne Flowers was present.

II. FY 2026 non-Ad Valorem Tax Assessment Public Hearing

The public hearing was opened at 6:05pm. No questions or comments were asked by the attending public. The hearing was closed at 6:07pm.

III. Administrative

Approval of minutes from June 11th, 2026 – A Motion was made to approve the meeting minutes; Motion Carried.

IV. District Business

JEA Tower raising project – The JEA construction on Reed Island continues to make progress daily.

Spoil Site Disposal – Fincantieri, Salt Run Marina, St. Augustine (Dolphine Drive), and Millers Creek dredging projects are in progress.

HWSD Boat Ramp - The boat ramp is now open! The gate has been installed and functional. Boat Ramp Users have begun to submit requests for access. Gate is tentatively scheduled to be placed in operation as of the first week in August.

Waterway rules and regulations- No current news.

V. Financial

A motion was made to approve Resolution 2026-03, “2026 non-Ad Valorem Tax”; Motion carried

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, totaling \$14,821.54;
Motion Carried.

The total available funds in the HWSD general fund account after disbursements as of June 30, 2026 is \$2,310,858.29. Total Projected Available funds after FY Operating and Project expenses are \$2,170,766.96.

VI. District Schedule

The next meeting is scheduled for Thursday, August 13, 2026.

VII. Legal Business

Nothing new to report at this time.

VIII. Adjournment

No comments or questions from the public. The meeting was adjourned at 6:21 PM.

Respectfully Submitted,

Stanley Pipes
District Manager

Robert P. Birtalan
Secretary / Treasurer

HWSD REED ISLAND SPOIL SITE

RIM DISPOSAL ACTIVITY

6/30/2026

PROJECT NUMBER	PROJECT	END DATE	ACTUAL DISPOSAL		SOIL SAMPLES / STATUS
			COM	RES	
2019 - 01	City of Fernandina - Municipal Harbor dredging project	7/26/2019	6,539		Approved
2019 -02	Queens Harbour - Remove material from mouth of canal system	8/15/2019		9,453	Approved
2019 - 03	City of St. Augustine - Salt Run - Municipal Harbor dredging project	3/25/2020	14,363		Approved
2020 - 04	Morningstar Marina - Public marina dredging project	6/25/2020	1,750		Approved
2020 - 05	Comanche Cove Yacht Harbor - Public marina dredging project	6/25/2020	3,000		Approved
END OF FISCAL YEAR 2019-20			25,652	9,453	6/30/2020
2020 - 06	Millers Creek Special District - Residential community	1/31/2021		21,258	Approved
2020 - 07	Tarpon Cove Special District - Residential community	12/31/2020		9,534	Approved
2020 - 08	St. Johns Landing Estates - Excavate around boat launch	9/3/2020			Approved
2020 - 11	Light House Point - Residential community	11/1/2020		9,102	Approved
2020 - 13	COJ Friendship Fountain - Public Dock & Park dredging project	7/13/2020	100		Approved
2020 - 14	City of Pompano Beach - Residential community	4/15/2021		2,150	Approved
2020 - 15	Villages of Villano - Residential community	3/14/2021		4,654	Approved
2019 -02	Queens Harbour - Phase II - Remove material from mouth of canal system	11/30/2020		7,025	Approved
2021 - 17	The Moorings - Phase I - Residential community	6/28/2021		12,315	Approved
2021-018	Crowley Work Barge	6/16/2021	11,768		Approved
2021 - 021	Neptune Dredge Project - Residential community	2/28/2021		3,725	Approved
END OF FISCAL YEAR 2020-21			11,868	69,763	6/30/2021
2021 - 017	The Moorings - Phase II - Residential community	9/2/2021		3,338	Approved
2021 - 019	JaxPort - Buck Island	6/30/2022	262,431		Approved
2021 - 020	COJ Oak Harbour - COJ Boat Ramp (9453+2409+1210=13072)	3/31/2022	13,072		Approved

HWSD REED ISLAND SPOIL SITE

RIM DISPOSAL ACTIVITY

6/30/2026

PROJECT NUMBER	PROJECT	END DATE	ACTUAL DISPOSAL		SOIL SAMPLES / STATUS
			COM	RES	
2022 - 024	Queens Harbor - Phase III - Residential community	1/31/2022		5,200	Approved
2022 - 025	Epping Forest - Private Yacht Club	12/28/2021		2,100	Approved
2022 - 026	Bert Maxwell - Public Marina	8/12/2022	11,890		Approved
2022 - 028	Marina San Pablo - Residential community	3/25/2022		13,926	Approved
2022 - 032	Fernandina Beach Marina - Commercial Marina	2/28/2022	16,012		Approved
2022 - 033	Conch House - Public Marina	3/31/2022	5,625		Approved
2022 - 034	Marsh Landing - Residential community	4/30/2022		20,762	Approved
END OF FISCAL YEAR 2021-22			309,030	45,326	6/30/2022
2023 - 038	COJ Castaway Boat Ramp - Public Marina	4/14/2023	10,462		Approved
2021 - 022	Amkin Hill Street - Commercial boat slip	6/26/2023	83,025		Approved
2019 - 003	City of St. Augustine - Salt Run (Phase II) - Municipal Harbor dredging project	6/30/2023	10,258		Approved
2023 - 036	Dolphin Drive Boat Basin - St. Augustine - Public Marina	5/31/2023	882		Approved
END OF FISCAL YEAR 2022-23			104,627	-	6/30/2023
2019 - 003	City of St. Augustine - Salt Run (Phase II) - Adjustment from prior year per RIM	7/31/2023	138		Approved
2024-043	Goodby's Creek - City of Jacksonville Boat Ramp	11/10/2023	7,344		Approved
2023-037	San Sebastian Marina - Marina dredging project - St Augustine	9/18/2023	15,880		Approved
2022-031	Channelside HOA - Residential community	12/6/2023		3,925	Approved
2022-030	Hopson Creek HOA - Yacht Basin	12/28/2023		4,165	Approved
2023-041	Queens Harbor 2024 - Residential community	1/31/2024		3,941	Approved

HWSD REED ISLAND SPOIL SITE

RIM DISPOSAL ACTIVITY

6/30/2026

PROJECT NUMBER	PROJECT	END DATE	ACTUAL DISPOSAL		SOIL SAMPLES / STATUS
			COM	RES	
2022-032	Fernandina Marina - 2024 - Commercial Marina	3/18/2024	15,561		Approved
2023-040	Crowley Work Barge - 2024 - Commercial Work Pier	4/11/2024	20,651		Approved
2022-034	Marsh Landing - 2024 - Residential community	5/20/2024		5,643	Approved
END OF FISCAL YEAR 2023-24			59,574	17,674	6/30/2024
2024-010	Palm Cove Marina - 2024 - Commercial Marina	7/30/2024	18,345		Approved
2024-042	MCK Terminal (Circle K) - Commercial Marina	10/31/2024	10,661		Approved
2025-046	Queens Harbor - 2025 - Residential community	2/4/2025		4,524	Approved
2025-045	Fernandina Beach Marina - 2025 - Commercial Marina	3/20/2025	16,500		Approved
2025-047	Vilano Boat Ramp - Commercial Marina	5/1/2025	6,008		Approved
2025-052	MCK Terminal (Circle K) - Phase II - Commercial Marina	6/17/2025	5,651		Approved
2025-053	Hal Jones - Commercial Marina	6/30/2025	5,552		Approved
END OF FISCAL YEAR 2024-25			62,717	4,524	6/30/2025
2025-055	Palm Island Canal - Residential community	8/15/2025		3,275	Approved
2025-057	City of St. Augustine - Salt Run - Municipal Harbor dredging project	11/25/2025	10,792		Approved
2025-051	Villages of Vilano - Marina - Commercial Marina	12/29/2025	3,116		Approved
2025-052	MCK Terminal (Circle K) - Phase II - Commercial Marina	2/11/2026	10,079		Approved
END OF FISCAL YEAR 2025-26			23,987	3,275	6/30/2026
PENDING DREDGING PROJECTS		<u>Approval Date</u>			<u>Status</u>
2024-023	Fincantieri_Commodore Point - Shipyard (Note: 15,000 cubic yards removed to date)	4/30/2024	150,000		Project Started
2025-054	Harbourtown Marina - Commercial Marina	9/29/2025		17,917	Project Pending

HWSD REED ISLAND SPOIL SITE

RIM DISPOSAL ACTIVITY

6/30/2026

PROJECT NUMBER	PROJECT	END DATE	ACTUAL DISPOSAL		SOIL SAMPLES / STATUS
			COM	RES	
2025-056	Queens Harbor - 2026 - Residential community	12/9/2026		5,000	Project Pending
2026-058	City of St. Augustine - Dolphin Drive - Municipal Harbor dredging project	2/24/2026	14,500		Project Pending
2026-059	Buckeye Jacksonville Marine Terminal - Commercial Marina	3/9/2026	55,000		Project Pending
2026-060	Millers Creek - Residential community	5/4/2026	20,000		Project Pending
TOTAL PENDING DREDGING PROJECTS			239,500	22,917	6/30/2026
TOTAL DISPOSAL ACTIVITY TO DATE			836,955	172,932	1,009,887
TOTAL CAPACITY including Excavation Credit #1 as of 06-30-2021		521,348			
- RIM Amendment #2 - Purchase of 200k		200,000			
- Excavation Credit #2 - raising levees to 45'		152,060			
- Excavation Credit #3 - removing material from inside cell		59,471			
- Excavation Credit #3 - excavating Reed Island canal		16,246			
- Excavation Credit #3 - dredging HWSD canal		63,276			
TOTAL RIM CAPACITY PRIOR TO DISPOSAL ACTIVITY		1,012,401			
TOTAL DISPOSAL TO DATE		1,009,887			
TOTAL REMAINING CAPACITY AS OF 06-30-2026		2,514			

HARBOUR WATERWAY SPECIAL DISTRICT

RESOLUTION NO. 2026-04

A RESOLUTION OF THE HARBOUR WATERWAY SPECIAL DISTRICT, DUVAL COUNTY, FLORIDA, AUTHORIZING EXCHANGE OF A BOAT SLIP OWNED BY HARBOUR WATERWAY SPECIAL DISTRICT FOR ANOTHER BOAT SLIP OF EQUAL VALUE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Harbour Waterway Special District (“HWSD”) owns Duval County Parcel No. 160266-1150 (the “Property”), where there is a boat ramp and associated docking structures that are operated by the HWSD in connection with its overall operations; and

WHEREAS, there currently exists six (6) individual boat slips connected to the docking structures on the Property, which are numbered slips 1-6, and following its acquisition of the Property, HWSD became owner of one of the six slips; and

WHEREAS, as of the date of this Resolution, HWSD owns and occupies Slip No. 6 at the Property; and

WHEREAS, as a condition of its acquisition of the Property, the HWSD and the then-existing boat slip occupants negotiated Boat Slip License Agreements (“BSLA”) to codify the terms of the existing boat slip occupants’ interest in and terms of use for the boat slip each occupied at the Property; and

WHEREAS, the holder of the executed BSLA for Slip No. 1 at the Property, Justin de Craen (“Justin de Craen”) and the HWSD have agreed to an exchange of boat slips at the Property, such that the HWSD will henceforth own Slip No. 1 and Justin de Craen will hold a BSLA for Slip No. 6, for the same term and under the same conditions as currently apply to the executed BSLA for Slip No. 1; and

WHEREAS, Slips Nos. 1 and 6 and any appurtenances are of equal value.

NOW THEREFORE, be it resolved by the Board of Supervisors of the HWSD that:

1. Attached hereto as Exhibit “A” are documents that will effectuate an assignment by the HWSD of the use of Slip No. 6 at the Property to Justin de Craen, and a BSLA to be executed by Justin de Craen for Slip No. 6 and an assignment by Justin de Craen assigning all rights under his existing BSLA for Slip No. 1 to the HWSD.

2. Upon execution by Justin de Craen of the assignment of his rights under the BSLA for Slip No. 1 to the HWSD as well as the superseding BSLA for Slip No. 6, the HWSD Board Chair is authorized to execute the assignment of Boat Slip No. 6 to Justin de Craen

3. This Resolution shall become effective upon adoption.

Passed and Adopted this 13th day of August, 2026.

RICARDO FORNOS
Board Chair

Attest

ROBERT BIRTALAN
Board Secretary/Treasurer

HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds:

Thursday, August 13, 2026

Date	Num	Description	Memo	Amount
CURRENT ASSETS				
6/30/2026		GENERAL FUND ACCOUNT	BEGINNING BALANCE	\$ 2,310,858.29
		TAX DEPOSITS	July 1 - 31	-
		INTEREST INCOME	July 3.84%	7,283.38
TOTAL GENERAL FUND BALANCE				2,318,141.67
CLEARED DISBURSEMENTS				
7/6/2026	Trans	Truist Credit Card	Payment - Billing Cycle	(1,445.01)
7/9/2026	2586	Wayne E. Flowers	Legal Services: (June Billing)	(550.00)
7/9/2026	2588	Resurrection Episcopal Church	Meeting Room - July 9	(150.00)
7/5/2026	Debit	Stanley Pipes	District Manager up to 75.75 hrs. - (June Billing)	(5,771.51)
7/17/2026	Debit	JEA	Marina Utilities: up to	(60.98)
7/7/2026	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes	(3,184.26)
7/11/2026	Epay	Truist Credit Card	Payment - Billing Cycle	(178.98)
6/25/2026	2580	Coyle Gate Company	Marina - New electronic gate up to:	(36,447.83)
7/12/2026	TBA	Kelly White Insurance	RLI Insurance Co_Marina General Liability	(2,800.00)
7/7/2026	Debit	CellGate	Boat Ramp Gate	(69.88)
7/30/2026	Debit	USA IRS - Tax Payment	Form 2290	(550.00)
Ongoing		2024 Tax Rebate Program	Rebate Checks	-
DISBURSEMENTS - SubTotal				(51,208.45)
7/31/2026		GENERAL FUND ACCOUNT	TOTAL GENERAL FUND ENDING BALANCE	2,266,933.22
OUTSTANDING DISBURSEMENTS / DEPOSITS				
8/5/2026	Debit	Stanley Pipes	District Manager up to 47.0 hrs. - (July Billing)	(4,700.00)
7/9/2026	2585	Caroline B. Goodrich	Administrative Services - June 11, 2026	(150.00)
7/5/2026	2587	James Doherty	Landscape Service - Marina, Marsh, & Entrance (June)	(270.00)
8/5/2026	2592	James Doherty	Landscape Service - Marina, Marsh, & Entrance (July)	(270.00)
SubTotal				(5,390.00)
TOTAL GENERAL FUND BALANCE - after Outstanding Items				2,261,543.22
REQUESTED DISBURSEMENTS				
9/5/2026	Debit	Stanley Pipes	District Manager up to 65.00 hrs. - (August Billing)	(6,500.00)
8/13/2026	2594	Wayne E. Flowers	Legal Services: (July Billing)	(440.00)
8/13/2026	2593	Resurrection Episcopal Church	Meeting Room - August 13	(150.00)
9/5/2026	TBD	James Doherty	Landscape Service - Marina, Marsh, & Entrance (August)	(270.00)
8/4/2026	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes	(2,382.98)
8/17/2026	Debit	JEA	Marina Utilities: up to	(75.00)
8/25/2026	TBD	Dewayne Black	Repairs to Drew Pfefferle pool pump	(2,300.00)
8/15/2026	Epay	Truist Credit Card	Payment - Billing Cycle	(494.96)
SubTotal				(12,612.94)
TOTAL AVAILABLE FUNDS AFTER REQUESTED DISBURSEMENTS				2,248,930.28
CURRENT PROJECT EXPENSES				
12/1/2026	1	2025 non-Ad Valorem Rebate Program	Rebate 50% of the 2025 non- Ad Valorem assessment	(107,000.00)
Ongoing	2	Parcel Owners	Purchase marsh & other parcels adjacent or near to the District	(35,000.00)
TOTAL PLANNED PROJECTS:				(142,000.00)
FORECAST NET REVENUE FROM 2025 ASSESSMENT				214,000.00
2026 Assessment Collected				
BUDGETED NET OPERATING EXPENSES - August 1, 2026 thru June 30, 2027				(161,551.90)
OPERATING EXPENSES & DEBT SERVICE EXPENSE:				(161,551.90)
TOTAL HWSD PROJECTED DISPOSABLE FUNDS				
TOTAL PROJECTED AVAILABLE FUNDS after FY Operating & Project Expenses				\$ 2,159,378.38

CREDIT CARD TRANSACTIONS - STANLEY PIPES

Date	Description	Memo	Government	Reed Island	Total Amount	Outstanding Balance
POSTED TRANSACTIONS						
6/9/2026	STATEMENT CYCLE DATE	CREDIT CARD STMT BALANCE				\$ (144.63)
6/12/2026	Truist Checking Account	Credit Card Payment	144.63		144.63	-
6/10/2026	Home Depot	Marina - conduit boat lift #6	(61.34)		(61.34)	(61.34)
6/10/2026	PM USA	Parking Meter - Supervisor of Elections	(0.95)		(0.95)	(62.29)
6/14/2026	Amazon	Pressure relief valve - mower attachment (returned)	(73.10)		(73.10)	(135.39)
6/16/2026	BobCat	Pressure relief valve - mower attachment		(309.59)	(309.59)	(444.98)
6/17/2026	Bridgestone Hosepower	Hydraulic line for grapple bucket		(219.81)	(219.81)	(664.79)
6/18/2026	Daily Record & Observer	Public Hearing - non-Ad Valorem assessment	(61.50)		(61.50)	(726.29)
6/18/2026	Daily Record & Observer	FY 2026-27 HWSD Meeting Schedule	(65.00)		(65.00)	(791.29)
6/20/2026	BobCat	Mower Blades (3) and Mower Tires (2)		(643.32)	(643.32)	(1,434.61)
6/26/2026	USPS	Stamps - 100 @ \$.078	(78.00)		(78.00)	(1,512.61)
6/28/2026	IONOS	Email Archiving	(2.50)		(2.50)	(1,515.11)
7/5/2026	Intuit	Quickbooks - payroll fee	(3.00)		(3.00)	(1,518.11)
7/5/2026	Amazon	Pressure relief valve - mower attachment (returned)	73.10		73.10	(1,445.01)
7/6/2026	Truist Checking Account	Credit Card Payment	272.29	1,172.72	1,445.01	-
7/9/2026	STATEMENT CYCLE DATE	CREDIT CARD STMT BALANCE				\$ -
7/6/2026	IONOS	Webhosting and domain	(81.00)		(81.00)	(81.00)
7/8/2026	IQ Fiber	WiFi - Marina	(75.00)		(75.00)	(156.00)
7/9/2026	City Electric	Wire exchange for Marina	(22.98)		(22.98)	(178.98)
7/12/2026	Truist Checking Account	Credit Card Payment	178.98	-	178.98	-
7/28/2026	IONOS	Email Archiving	(2.50)		(2.50)	(2.50)
7/30/2026	Express Truck	Form 2290		(24.90)	(24.90)	(27.40)
7/31/2026	Cellgate	Marina Gate monthly fee	(45.00)		(45.00)	(72.40)
8/5/2026	Intuit	Quickbooks - payroll fee	(3.00)		(3.00)	(75.40)
8/5/2026	Gate	Diesel Fuel		(145.84)	(145.84)	(221.24)
8/7/2026	IQ Fiber	WiFi - Marina	(75.00)		(75.00)	(296.24)
8/9/2026	STATEMENT CYCLE DATE	CREDIT CARD STMT BALANCE				\$ (296.24)
8/10/2026	Gate	Diesel Fuel		(144.53)	(144.53)	(440.77)
8/10/2026	Gate	Diesel Fuel		(54.19)	(54.19)	(494.96)
OUTSTANDING BALANCE						\$ (494.96)