HARBOUR WATERWAY SPECIAL DISTRICT
Agenda

Thursday
September 10, 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 August 13, 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
- c. Boat Ramp Renovation
  - *i.* Boat Ramp Gate – Operational effective August 3
- d. Waterway Rules & Regulations
  - *i.* Dock Approvals

IV. Financial
- a. Approval to disburse funds

V. District Schedule
- a. Next Scheduled Board Meeting – *Tuesday, October 13, 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, August 13th, 2026

I. Introduction

The Harbour Waterway Special District (HSWD) meeting of the Board of Supervisors was held on August 13th, 2026, at Resurrection Episcopal Church. The meeting was called to order at 6:01 pm. In attendance were Rick Fornos, Mike Brande, Bob Birtalan, 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 July 9th, 2026 – A Motion was made to approve the meeting minutes; Motion Carried.

III. District Business

<u>JEA Tower raising project</u> – The JEA construction on Reed Island continues to make progress daily. Transmission lines are currently being strung across the river.

<u>Spoil Site Disposal</u> – Fincantieri, Salt Run Marina, and St. Augustine (Dolphine Drive) are active dredging projects. The remaining capacity that RIM has available was reviewed by the board for awareness.

<u>HWSD Boat Ramp</u>- The boat ramp is now open! The gate is now fully operational as of August 3rd.

Resolution 2026-04: Transfer of Boat Slip License Agreements was reviewed by the board. A motion was made to approve Resolution 2026-04; Motion carried.

<u>Waterway rules and regulations</u>- No News at this time.

IV. Financial

<u>Disbursements</u> - A motion was made to approve the requested disbursements for District Manager billing, legal services, meeting room, Payroll & withholding tax, landscape services, JEA- Marina utilities, pool pump repairs, and Truist credit card, totaling $12,612.94; Motion Carried.

The total available funds in the HWSD general fund account after disbursements as of July 31, 2026, are $2,248,930.28. Total Projected Available funds after FY Operating and Project expenses are $2,159,378.38.

V. District Schedule

The next meeting is scheduled for Thursday, September 10th, 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 6:45 PM.

Respectfully Submitted,

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Caroline Goodrich
Recording Secretary

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Robert P. Birtalan
Secretary / Treasurer

HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds: Thursday, September 10, 2026

Date	Num	Description	Memo	Amount
CURRENT ASSETS				
7/31/2026		**GENERAL FUND ACCOUNT**	**BEGINNING BALANCE**	**$ 2,266,933.22**
		TAX DEPOSITS	August 1 - 31	-
		INTEREST INCOME	August 3.85%	7,327.27
		Boat Ramp User Fees	August	525.00
			TOTAL GENERAL FUND BALANCE	**2,274,785.49**
CLEARED DISBURSEMENTS				
8/19/2026	Trans	Truist Credit Card	Payment - Billing Cycle	(494.96)
8/17/2026	2585	Caroline B. Goodrich	Administrative Services - June 11, 2026	(150.00)
8/13/2026	2594	Wayne E. Flowers	Legal Services: (July Billing)	(440.00)
8/17/2026	2593	Resurrection Episcopal Church	Meeting Room - August 13	(150.00)
8/5/2026	Debit	Stanley Pipes	District Manager up to 47.0 hrs. - (July Billing)	(3,831.45)
8/17/2026	Debit	JEA	Marina Utilities: up to	(58.81)
8/7/2026	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes	(2,382.98)
7/5/2026	2587	James Doherty	Landscape Service - Marina, Marsh, & Entrance (June)	(270.00)
8/27/2026	2596	Naylor Repair and Fabrication	Repair - Roll-off Truck	(139.18)
8/17/2026	2595	Dale Miller	Repair and transport Roll-off truck to Reed island	(550.00)
Ongoing		2024 Tax Rebate Program	Rebate Checks	-
			DISBURSEMENTS - SubTotal	**(8,467.38)**
8/31/2026		**GENERAL FUND ACCOUNT**	**TOTAL GENERAL FUND ENDING BALANCE**	**2,266,318.11**
OUTSTANDING DISBURSEMENTS / DEPOSITS				
8/5/2026	Debit	Stanley Pipes	District Manager up to 55.5.00 hrs. - (August Billing)	(5,550.00)
8/5/2026	2592	James Doherty	Landscape Service - Marina, Marsh, & Entrance (July)	(270.00)
9/5/2026	2599	James Doherty	Landscape Service - Marina, Marsh, & Entrance (August)	(270.00)
			SubTotal	**(6,090.00)**
TOTAL GENERAL FUND BALANCE - after Outstanding Items				**2,260,228.11**
REQUESTED DISBURSEMENTS				
10/5/2026	Debit	Stanley Pipes	District Manager up to 65.00 hrs. - (August Billing)	(6,500.00)
9/10/2026	2600	Caroline B. Goodrich	Administrative Services - August 13, 2026	(150.00)
9/10/2026	2602	Wayne E. Flowers	Legal Services: (August Billing)	(1,045.00)
9/10/2026	2601	Resurrection Episcopal Church	Meeting Room - September 10	(150.00)
10/5/2026	TBD	James Doherty	Landscape Service - Marina, Marsh, & Entrance (September)	(270.00)
9/9/2026	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes	(1,228.10)
9/17/2026	Debit	JEA	Marina Utilities: up to	(75.00)
9/30/2026	TBD	Dewayne Black	Repairs to Drew Pefferle pool pump	(2,300.00)
9/9/2026	Epay	Truist Credit Card	Payment - Billing Cycle	(3,300.59)
			SubTotal	**(15,018.69)**
TOTAL AVAILABLE FUNDS AFTER REQUESTED DISBURSEMENTS				**2,245,209.42**
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 2026 ASSESSMENT				**214,000.00**
2026 Assessment Collected				
BUDGETED NET OPERATING EXPENSES - September 1, 2026 thru June 30, 2027				**(132,997.15)**
			OPERATING EXPENSES & DEBT SERVICE EXPENSE:	**(132,997.15)**
TOTAL HWSD PROJECTED DISPOSABLE FUNDS				
			TOTAL PROJECTED AVAILABLE FUNDS after FY Operating & Project Expenses	**$ 2,184,212.27**

HARBOUR WATERWAY SPECIAL DISTRICT

CREDIT CARD TRANSACTIONS - STANLEY PIPES

Date	Description	Memo	Government	Reed Island	Total Amount	Outstanding Balance
POSTED TRANSACTIONS						
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)
8/19/2026	Truist Checking Account	**Credit Card Payment**	**125.50**	**369.46**	**494.96**	-
8/14/2026	Snider Fleet Solutions	Replacement tire for roll-off truck		(706.87)	(706.87)	(706.87)
8/26/2026	Cellgate	Boat Ramp Gate monthly fee	(45.00)		(45.00)	(751.87)
8/28/2026	Forestry Distributing	Garlon 3A		(320.93)	(320.93)	(1,072.80)
8/28/2026	IONOS	Email Archiving	(2.50)		(2.50)	(1,075.30)
8/28/2026	Bobcat	500 Hour Service - onsite		(1,836.24)	(1,836.24)	(2,911.54)
9/1/2026	Gate	Diesel Fuel		(154.93)	(154.93)	(3,066.47)
9/1/2026	Gate	Diesel Fuel		(156.12)	(156.12)	(3,222.59)
9/5/2026	Intuit	Quickbooks - payroll fee	(3.00)		(3.00)	(3,225.59)
9/8/2026	IQ Fiber	WiFi - Boat Ramp	(75.00)		(75.00)	(3,300.59)
		OUTSTANDING BALANCE				**$ (3,300.59)**