HARBOUR WATERWAY
SPECIAL DISTRICT
Agenda

Tuesday
October 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 September 10, 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 - Security
- d. Waterway Rules & Regulations
  - *i.* Dock Approvals

IV. Financial
- a. Approval to disburse funds

V. District Schedule
- a. Next Scheduled Board Meeting – *Tuesday, November 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, September 10th, 2026

I. Introduction

The Harbour Waterway Special District (HSWD) meeting of the Board of Supervisors was held on September 10th, 2026, at Resurrection Episcopal Church. The meeting was called to order at 6:00 pm. In attendance were Rick Fornos, Mike Brande, 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. Caroline Goodrich was present as recording secretary.

II. Administrative

Approval of minutes from August 13th, 2026 – 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. All 18 of the transmission lines have been strung across the river.

Spoil Site Disposal – Fincantieri, Salt Run Marina, and St. Augustine (Dolphine Drive) are all active dredging projects.

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

Waterway rules and regulations- Perry Brown attended and voiced his reasoning for his requested dock variance. After reviewing and discussing the current dock plan with the Board, Mr. Brown will discuss a new plan with his dock builder.

IV. Financial

Disbursements - A motion was made to approve the requested disbursements for District Manager billing, administration services, legal services, meeting room, Payroll & withholding tax, landscape services, JEA- Marina utilities, pool pump repairs, and Truist credit card, totaling $15,018.69; Motion Carried.

The total available funds in the HWSD general fund account after disbursements as of August 31, 2026, are $2,245,209.42. Total Projected Available funds after FY Operating and Project expenses are $2,184,212.27.

V. District Schedule

The next meeting is scheduled for Tuesday, October 13th, 2026. All meetings will now be held on the Second Tuesday of each month.

VI. Legal Business

Nothing new to report at this time.

VII. Adjournment

No comments or questions from the public. The meeting was adjourned at 6:47 PM.

Respectfully Submitted,

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Caroline Goodrich
Recording Secretary

_____

Robert P. Birtalan
Secretary / Treasurer

HARBOUR WATERWAY SPECIAL DISTRICT

MEETING SCHEDULE : FY 2026 / 2027

Wednesday, July 1, 2026	Beginning of 2026 / 2027 Fiscal Year	
Thursday, July 9, 2026	**Monthly Board of Supervisor Meeting** **Public Hearing - 2026 Non-Ad Valorem Assessment**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Friday, July 31, 2026	Tax Roll Due to Property Appraiser	
Thursday, August 13, 2026	**Monthly Board of Supervisor Meeting**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Thursday, September 10, 2026	**Monthly Board of Supervisor Meeting**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Tuesday, October 13, 2026	**Monthly Board of Supervisor Meeting**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Saturday, October 31, 2026	Property Appraiser will send tax roll to the Tax Collector File annual audit with the Florida State Auditor General	
Tuesday, November 10, 2026	**Monthly Board of Supervisor Meeting**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Tuesday, December 8, 2026	**Monthly Board of Supervisor Meeting**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Tuesday, January 12, 2027	**Monthly Board of Supervisor Meeting**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Tuesday, February 9, 2027	**Monthly Board of Supervisor Meeting**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Tuesday, March 9, 2027	**Monthly Board of Supervisor Meeting** Approve Annual Budget for Fiscal Year 2027 / 2028	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Wednesday, March 31, 2027	Deadline to submit Annual Budget with City Council	
Tuesday, April 13, 2027	**Monthly Board of Supervisor Meeting**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Tuesday, May 11, 2027	**Monthly Board of Supervisor Meeting**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Tuesday, June 1, 2027	Property Appraiser provides tax roll to the district	
Tuesday, June 8, 2027	**Monthly Board of Supervisor Meeting** Publish Meeting Schedule - FY 2027 / 2028	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**
Tuesday, June 15, 2027	Publish Notice of Public Hearing for 2027 non-Ad Valorem assessment	
Wednesday, June 30, 2027	End of Fiscal Year	
Tuesday, July 13, 2027	**Monthly Board of Supervisor Meeting** **Public Hearing - 2027 Non-Ad Valorem Assessment**	**Resurrection Episcopal** **Room - Parish Hall** **6:00 pm to 8:00 pm**



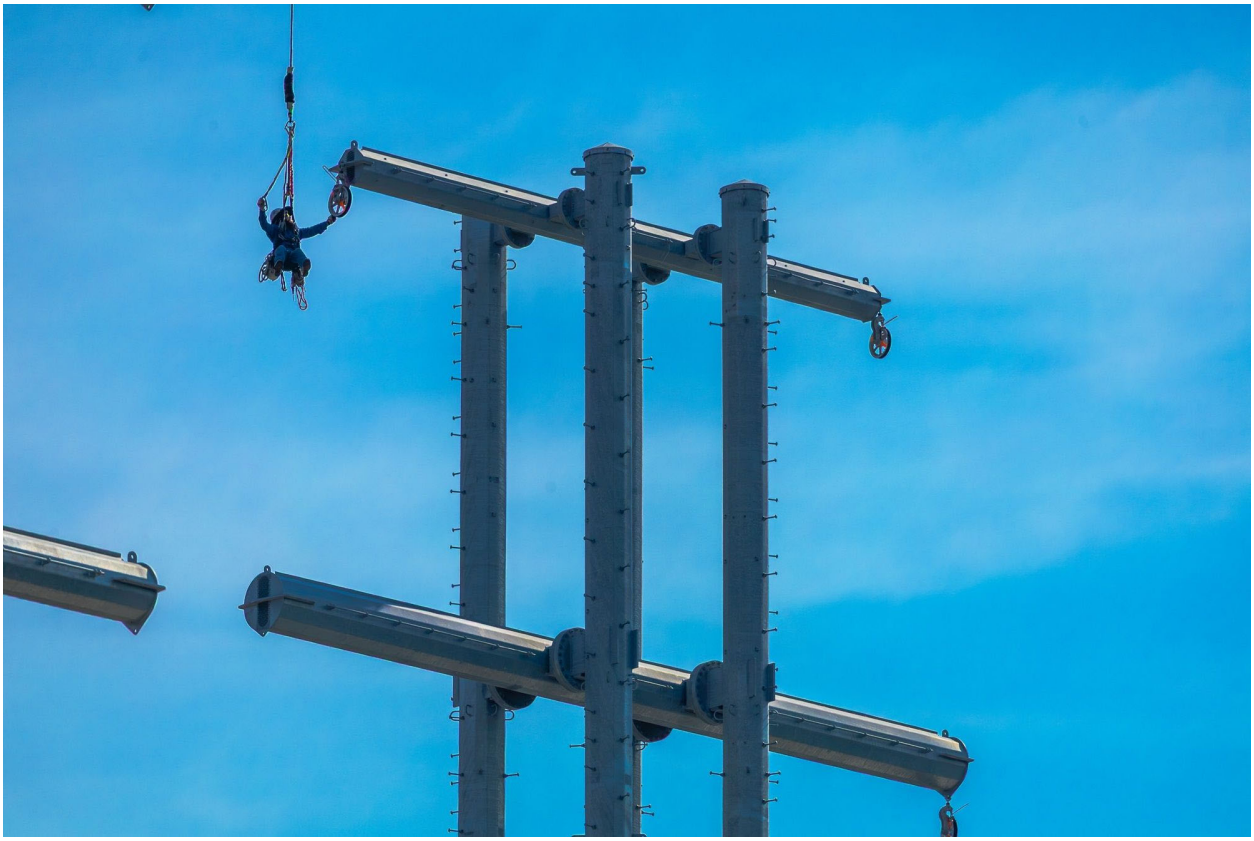












HARBOUR WATERWAY SPECIAL DISTRICT

Motion to Disburse Funds: Saturday, October 31, 2026

Date	Num	Description	Memo	Amount
CURRENT ASSETS				
8/31/2026		**GENERAL FUND ACCOUNT**	**BEGINNING BALANCE**	**$ 2,266,318.11**
		TAX DEPOSITS	September 1 - 30	-
		INTEREST INCOME	September 3.93%	7,198.95
		Boat Ramp User Fees	September	150.00
			TOTAL GENERAL FUND BALANCE	**2,273,667.06**
CLEARED DISBURSEMENTS				
9/9/2026	Trans	Truist Credit Card	Payment - Billing Cycle	(3,300.59)
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)
9/14/2026	2601	Resurrection Episcopal Church	Meeting Room - August 13	(150.00)
9/4/2026	Debit	Stanley Pipes	District Manager up to 56.25 hrs. - (August Billing)	(4,599.69)
9/15/2026	Debit	JEA	Marina Utilities: up to	(60.35)
9/9/2026	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes	(1,228.10)
8/5/2026	2592	James Doherty	Landscape Service - Marina, Marsh, & Entrance (July)	(270.00)
Ongoing		2024 Tax Rebate Program	Rebate Checks	-
			DISBURSEMENTS - SubTotal	**(10,803.73)**
9/30/2026		**GENERAL FUND ACCOUNT**	**TOTAL GENERAL FUND ENDING BALANCE**	**2,262,863.33**
OUTSTANDING DISBURSEMENTS / DEPOSITS				
10/5/2026	Debit	Stanley Pipes	District Manager up to 46.50 hrs. - (September Billing)	(4,650.00)
9/5/2026	2599	James Doherty	Landscape Service - Marina, Marsh, & Entrance (August)	(270.00)
10/5/2026	2606	James Doherty	Landscape Service - Marina, Marsh, & Entrance (September)	(270.00)
9/30/2026	2603	Dewayne Black	Repairs to Drew Pfefferle pool pump	(2,300.00)
			SubTotal	**(7,490.00)**
TOTAL GENERAL FUND BALANCE - after Outstanding Items				**2,255,373.33**
REQUESTED DISBURSEMENTS				
11/5/2026	Debit	Stanley Pipes	District Manager up to 65.00 hrs. - (October Billing)	(6,500.00)
10/13/2026	2607	Caroline B. Goodrich	Administrative Services - September 10, 2026	(150.00)
10/13/2026	2609	Wayne E. Flowers	Legal Services: (September Billing)	(1,127.50)
10/13/2026	2608	Resurrection Episcopal Church	Meeting Room - October 13, 2026	(150.00)
11/5/2026	TBD	James Doherty	Landscape Service - Marina, Marsh, & Entrance (October)	(270.00)
10/10/2026	Debit	USA IRS - Tax Payment	Payroll & Withholding Taxes	(1,455.62)
10/15/2026	Debit	JEA	Marina Utilities: up to	(75.00)
10/15/2026	Epay	Truist Credit Card	Payment - Billing Cycle	(1,548.99)
10/25/2026	TBD	Security system at the Boat Ramp	Cameras and light pole at the gate	(2,500.00)
10/15/2026	Debit	FL Municipal Insurance Trust	Annual Insurance Premium	(16,651.00)
10/31/2026	TBD	ARC Surveying	Post construction survey of Boat Ramp and Bulkheads	(2,950.00)
			SubTotal	**(33,378.11)**
TOTAL AVAILABLE FUNDS AFTER REQUESTED DISBURSEMENTS				**2,221,995.22**
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 - November 1, 2026 thru June 30, 2027				**(116,150.40)**
			OPERATING EXPENSES & DEBT SERVICE EXPENSE:	**(116,150.40)**
TOTAL HWSD PROJECTED DISPOSABLE FUNDS				
			TOTAL PROJECTED AVAILABLE FUNDS after FY Operating & Project Expenses	**$ 2,177,844.82**

HARBOUR WATERWAY SPECIAL DISTRICT

CREDIT CARD TRANSACTIONS - STANLEY PIPES

Date	Description	Memo	Government	Reed Island	Total Amount	Outstanding Balance
POSTED TRANSACTIONS						
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	IQ Fiber - WiFi for Boat Ramp gate	(75.00)		(75.00)	(3,300.59)
9/9/2026	Truist Checking Account	**Credit Card Payment**	**125.50**	**3,175.09**	**3,300.59**	-
9/9/2026	**STATEMENT CYCLE DATE**	**CREDIT CARD STMT BALANCE**				**$ -**
9/21/2026	Cellgate	Boat Ramp Gate monthly fee	(45.00)		(45.00)	(45.00)
9/28/2026	IONOS	Email Archiving	(2.50)		(2.50)	(47.50)
10/4/2026	Intuit	Quickbooks - payroll fee	(3.00)		(3.00)	(50.50)
10/4/2026	IONOS	Webhosting services	(66.00)		(66.00)	(116.50)
10/7/2026	Florida Commerce	Annual State Fee for Special Districts	(175.00)		(175.00)	(291.50)
10/8/2026	IQ Fiber	IQ Fiber - WiFi for Boat Ramp gate	(75.00)		(75.00)	(366.50)
10/9/2026	EUFY	Security Camera System	(1,182.49)		(1,182.49)	(1,548.99)
		OUTSTANDING BALANCE				**$ (1,548.99)**