

MINUTES OF THE BOARD OF SUPERVISORS

ISLE OF PALMS SPECIAL DISTRICT

March 10, 2021

[As a result of the COVID-19 Pandemic and necessary restrictions related to public gatherings, Board meetings are temporarily not held at the San Pablo Public Library, as their meeting rooms have not been reopened yet. Recently, space within the Angies' Subs Shop has been reserved for the Board meeting where mask-use and/or spacing guidelines can be observed, if necessary. The Board meeting could also have been attended via Skype-based audio-only teleconference. The call-in phone number was (904) 348-0303 and the Conf. ID was 972932507#]

Board President Ken Wright opened the meeting; calling it to order at approximately 1830 hours with a Roll Call of all Board members present [Agenda Item 1] at Angies' Subs. Other Board members/officers present were Vice President Paul Raudenbush, Secretary Brad Radloff, Member Dave Touring, and Member Josh Reichert. A quorum was established with the five Board members present at the meeting. Board Attorney Wayne Flowers of Lewis, Longman & Walker (LLW) was also present at Angie's for the meeting. Charlene Stroehlen, P.E., the Project Manager with Wood, PLC, as representative for the District's Engineer of Record to administrate upcoming dredging efforts, was neither present at the meeting nor available via call-in/speaker. There were seven homeowners physically attending the meeting and there five other call-in attendees that did not identify themselves, except for Bruce Randall of the Moorings Condominium Dredging Committee. The meetings (as a public gathering) are normally held in a Community Meeting Room of the Pablo Creek Regional Library at 13295 Beach Boulevard, Jacksonville, FL 32246 but due to safety restrictions still in place at the library, the meetings will be held at Angie's Subs until the library meeting rooms reopen.

Agenda-Specific Public Comments [Agenda Item 2]-

As a result of a Florida Statute, *public comments of Agenda items only* (no general items) are to be taken prior to addressing the Meeting Agenda. There were no public comments on any of the Agenda items from homeowners - either present (if so) or from those that may have called-in to the meeting.

OTHER AGENDA ITEMS

3. Vote on approval of the Meeting Minutes from the February 10, 2021 Board meeting.

MOTION: To approve the minutes of February 10, 2021 Board meeting, by KWright.

The motion was seconded by PRaudenbush and PASSED unanimously by the Board members present.

4. Treasurer's Report. PRaudenbush provided an update to the Treasurer's Report for this meeting and reported the District's bank balance at \$1,455,010.14, as of February 28, 2021. There were two bill(s)/invoice(s) needing approval for payment: (1) \$215.95 to PRaudenbush, as reimbursement for his payment to Web.com for ongoing website maintenance and (2) \$216.00+tax for annual renewal of the District mailbox rental. KWright indicated that a fee of \$10.00 had to be paid to the FL Dept. of Economic Opportunity for late payment of the annual fee. As a special note, there is a dual signature requirement that is in place for all checks/bill payments.

MOTION: To approve payments to PRaudenbush and the UPS Store, as described above, by KWright.

Motion was seconded by JReichert and BRadloff, respectively, and PASSED unanimously by the Board members present.

For the monthly summary/update regarding the Budget Report, there was no discussion since amendments were made to the budget at the June 2019 meeting to reflect more accurate line items for engineering, auditing, and insurance fees. The general intent of said report is to facilitate the reporting/accuracy of the current year's budget and preparation for projecting the upcoming fiscal year's budget and will be very useful closer toward the end of the fiscal year.

5. Report on executed Dredge Contract documents. KWright reported that both the dredging contractor, Brance Diversified, Inc. (BDI), and the District have executed the contract documents and, therefore, is complete. All that is required to have BDI begin is the issuance of the Notice to Proceed (NTP).
6. Report on Vote on executed Wood Engineering Contract to oversee dredging. KWright reported that Wood's Proposal/Contract has also been executed by both Wood and the District, so that is authorized. He also that Wood is the District's Engineer of Record (EOR) and that they are to assist the District with overseeing the dredging activities.
7. Report on status of Wells Fargo financing for dredging project. PRaudenbush reported that based upon his communications with Well Fargo, all due diligence documentation required by Well Fargo has been submitted to them and they are satisfied and ready to proceed with the underwriting. The District now will need to receive Wells Fargo loan documents/terms, to be reviewed/edited by WFlowers, after receipt from Wells Fargo which may take about 10 days. After which, the Board members can review and approve/execute said documents. As such, PRaudenbush suggested holding a Special Board Meeting, on March 24, 2021, to vote on approval of the loan/documents and the

Board agreed, so the date was set and a meeting time of 430pm in the 1st Floor conference room of WFlowers' office building at 245 Riverside Avenue, Jacksonville 32202

8. If appropriate, in light of financing status, discuss timing of Notice to Proceed. At the February meeting, PRaudenbush reported that although at that point in the contract settlement with BDI a Notice to Proceed (NTP) could have been issued, however, the financing arrangements/underwriting had not been entirely complete (although substantially so) on the basis that there was still a question whether or not the HWSD spoil was permitted or otherwise ready to accept our District's spoils. PRaudenbush reported, for this March meeting, that since the February meeting the issue of the spoil site has been cleared up and Wells Fargo is satisfied with the documentation submitted for that. So, the only question left to ask was whether the financing is in place or close enough in place to be able to issue an NTP to the dredging contractor, BDI, at this time. PRaudenbush indicated that since the financing is all but complete (basically, just needing the Boards approval of the loan documents, once received) he did not see any reason not to issue the NTP with the approval of the loan documents being only two weeks away. Some discussion ensued between the Board members and then a motion was made to issue the NTP at that time.

MOTION: To issue the NTP to BDI, as described above, by PRaudenbush.

Motion was seconded by KWright and PASSED four to one, by the Board members present, BRadloff having the only dissenting vote.

Based upon the approval of the NTP, the issue of approving the necessary "laser survey" to document the existing condition of bulkheads/docks/structures in the canals was brought up. Some discussion ensued regarding said survey and a motion was made to authorize ARC Surveying to proceed with it.

MOTION: To ARC Surveying to conduct the laser survey, as described above, by BRadloff.

Motion was seconded by PRaudenbush and PASSED unanimously, by the Board members present.

9. Status/further action on Proposed Letter to IOP Residents to Notify them of Dredging. KWright indicated that the letters had been sent to the residents and some Board members reported already getting phone calls from residents with questions reading the provided dredging schedule.
10. Finalize Budget for 2021-2022 FY (attached with change made at February meeting). From the February meeting, KWright brought up the budget, as preliminary, noting that some adjustments would need to be made to reflect upcoming expenditures that will

occur once the dredging is underway. PRAudenbush had suggested increasing the engineering budget a little and after some discussion KWright motioned to increase the engineering budget to \$80,000.00. For this March meeting, KWright indicated that the budget was revised to reflect the change in engineering costs and asked if there were any other adjustments needed. Having heard no other needed adjustments, a motion was made to approve the budget.

MOTION: To approve the finalized 2021/2022 FY budget, as described above, by KWright.

Motion was seconded by JReichert and PASSED unanimously by the Board members present.

11. New Business. (1) BRadloff reported a phone call that he received from a Royal Palm Drive resident (Scott Jackmire) that indicated the end of his canal abutting Beach Blvd. (basically, right in front of the length of his lot) never got dredged during the first dredging activity and it does not appear to be included in this dredging effort either, as indicated on the notification map recently sent out to the residents, and of course would like to see it get dredged this time. BRadloff then indicated that there was another similar spot at the end of the canal on Eunice, abutting Beach Blvd., that did not get dredged either and that we need to be sure that these areas get dredged. (2) Gordon Holder, homeowner on Lagoon Dr., had questions regarding the schedule and knowing when to move their boats and during additional dredging activities. Basically, because the additional dredging will be done after all the Baseline dredging is done; he may have to move his boat twice. (3) DTouring brought up the issue that the east side of Silver Palm opted out of the dredging back for the original dredge and had concerns about whether those homeowner's might be upset that they aren't getting dredged. Bruce Randall, from the Moorings, indicated they had no success in trying to include them with their dredging either. Bottom line, they aren't included and it has nothing to do with the District. (4) A Lagoon resident (Ken) at the end of Lagoon Dr. indicated his concern that the centerline for the water in front of his canal does not appear to be centered and that it is skewed to the east rather than in the center. Some discussion ensued to address this issue. PRAudenbush indicated that he would talk to Wood about what would need to be done to straighten that out.

General Public Comment -

There were no other comments from the public at the end of the meeting (comments/questions were taken during the meeting, if any).

Adjournment -

KWright adjourned the meeting at 1918 hrs.

Future Meeting Dates -

Meetings are held on Wednesdays at 6:30 PM, normally at the “Pablo Creek Regional Library,” 13295 Beach Blvd. Jacksonville 32246 BUT are currently being held in Angies’ Sub Shop at 1436 Beach Blvd. in Jacksonville Beach until further notice; for the dates listed below **[however, because of the uncertainty revolving around the ever-changing restrictions placed on public gatherings, please check the District’s website (isleofpalmsjax.com) for any updates to the location of the upcoming meeting):**

April 14, 2021

[Future meeting dates for the 2021 calendar year will be posted on the District website and published on a month to month basis, hopefully, only for the near future]