

**MINUTES OF THE BOARD OF SUPERVISORS  
ISLE OF PALMS SPECIAL DISTRICT FOR DREDGING**

**March 26, 2013**

Board President Jason Sessions opened the meeting and called it to order at 1831 hours. Board Other Board members/officers present were Vice President Ken Wright, Secretary Brad Radloff, Treasurer Matt Kwartler, and Board member Tim Pacheco. Board Attorney Wayne Flowers of Lewis, Longman & Walker was also present. There were approximately 13 attendees of the meeting.

Copies of the meeting Agenda were passed out to the Board and other interested parties.

**AGENDA ITEMS**

**First Order of Business** - Approve the Minutes of the February 12, 2013 meeting

**MOTION:** To approve the minutes of the February 12, 2013 meeting, by KWright.

**The motion was seconded by TPacheco and passed  
unanimously by all Board members.**

**Secondary Business/Issues -**

- 1) JSessions brought up the issue of recording the Board minutes and whether it needed to be made official. Obviously, the Board Secretary BRadloff was already recording the minutes for purposes of assisting with writing the meeting minutes for posting, etc. A discussion between the Board members ensued and it was decided that all the meetings should be recorded and for now that BRadloff would keep copies of the recordings.
- 2) Regarding the eight parcels/homeowners that were inadvertently not included with the original notification mailing for the January 15, 2013 public hearing for the new upcoming assessment in 2013, WFlowers summarized the issue and indicated that we would be re-voting to include those parcels in the resolution to assess the amount of \$350.00 for this year's tax rolls. Said eight homeowners/parcels were sent notices regarding said issue and the vote that would include them on the tax or not at this meeting. The issue was opened for public comment. None of the eight parcel owners were at the meeting and there was no public comment.

**MOTION:** To approve Resolution 13-01 to assess a non-ad valorem tax of \$350.00 for the listed parcels in the document, including the eight formerly “omitted” parcels, by JSessions.

At this point, one of the meeting attendees asked about the assessment but wasn’t sure if he was one of the eight omitted parcels. His address was 14685 Marsh View Drive. It was determined at that time, that his parcel was not one of the eight and that his question would have to be addressed during general public comment near the end of the meeting.

**The motion, already seconded by KWright, was then passed unanimously by all Board members.**

- 3) The item on the agenda was to generate a budget for Fiscal Year 2013/2014. JSessions handed out a Draft budget that was also emailed ahead of time to each Board member. In addition, to help with generating said budget, a consultant, Joe Wagner of Taylor Engineering, was invited to the meeting to assist with planning and start-up requirements along with the resulting engineering budgets and a proposal from his company to provide such engineering. Much discussion ensued regarding surveying requirements, an extension for the ACOE and FDEP permits, when certain tasks need to occur, engineering costs, etc., etc. WFlowers informed the Board that certain procedures need to be followed regarding the solicitation of engineering services. It was decided that WFlowers and KWright will work together to get said procedure straightened out for the engineering services and getting the proposals.

The Board went over each line item in the budget and discussed varying issues and concerns, etc. and adjusted the line items as agreed to during the discussion. The board originally discussed having two Board meetings to complete the budget but decided to complete and approve it at this meeting since the budget needs to be submitted to the City in June. The final numbers were per line item were as follows:

Revenues

Net Assessments: \$152,206.00

Interest Income: \$0.00

Expenditures

Legal: \$25,000.00

Bank Fees: \$300.00  
Annual Audit: \$100.00  
Postage: \$600.00  
Printing and Binding: \$1,000.00  
Legal Advertising: \$2,500.00  
Office Supplies: \$500.00  
Website Hosting Fee: \$250.00  
Insurance: \$5,000.00  
Other Administrative Expenditures/Reimbursables: \$2,000.00  
Total Administrative Expenditures: \$41,050.00

Canal Maint. And Dredging Ops.

Surveying: \$20,000.00  
Engineering: \$15,000.00  
Dredging Contractor: \$76,156.00  
Total Canal Maint. And Dredging Ops: \$111,156.00  
Total Expenditures: \$152,206.00

Excess Revenue/(Expenditures): \$0.00

**MOTION:** To approve the budget for FY 2014/2014 as Board discussed, by JSessions.

**The motion was seconded by KWright and passed unanimously by all Board members.**

MKwartler will post the approved budget on the website. JSessions will send it the City.

**Secondary Business/Issues -**

- 1) Remove officer's name from the parcel list of all on the special tax district roll.
- 2) Upcoming Meeting dates:

April 16, 2013

Meetings for the remainder of the year will be set at the April 16, 2013 meeting.

- 3) Board Treasurer MKwartler had payment requests from TPacheco and JSessions for reimbursements for expenditures related to signage and advertising costs, respectively.

**MOTION:** To disburse a check for \$114.79 to TPacheco, by MKwartler.

**The Motion was seconded by KWright and passed unanimously by all Board members.**

**MOTION:** To disburse a check for \$436.25 to JSessions, by MKwartler.

**The Motion was seconded by TPacheco and passed unanimously by all Board members.**

Public Comment:

- 1) Dan Decorsey, parcel owner suggested that the FL Inland Navigation District may have grants that are available for navigable waterways and said he would check into that for the Board. He also suggested that doesn't see the signs and would like to have other notifications, if possible, to help with visibility.

### **Future Meeting Dates -**

No new meeting dates were set. Will be set April 16, 2013

April 16, 2013

All meetings are to be held at 6:30 PM in the "Advance Hall" (around back) at the First Baptist Church at 324 N. 5th St., Jacksonville Beach, 32250.

### **Adjournment-**

A Motion was made to adjourn the meeting which was approved at 1935 hours.