

## MINUTES OF THE BOARD OF SUPERVISORS

### ISLE OF PALMS SPECIAL DISTRICT

November 16, 2016

Board President Ken Wright opened the meeting and called it to order at approximately 1837 hours with a Roll Call of all Board members present [Agenda Item 1]. Other Board members/officers present were Vice President Paul Raudenbush, Secretary Brad Radloff and Member Tim Pacheco. Board Treasurer Matt Kwartler could not make the meeting. Board Attorney Wayne Flowers of Lewis, Longman & Walker (LLW) was not able to make the meeting but sent John Wallace in his stead. Approximately 11 homeowners from the District attended. Also, Joe Wagner, P.E. from AMEC made himself available for dredging questions, etc., if any.

#### **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 agenda items.

#### **OTHER AGENDA ITEMS**

3. Approve the Minutes of the October 12, 2016 Board meeting.

**MOTION:** To approve the minutes of the October 12, 2016 Board meeting, by KWright.

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

4. Treasurer's Report. MKwartler was not available to provide the normal account balances, etc. However, PRaudenbush provided a current bank account balance of \$508,459.65 and suggested that there was a bill/invoice needing the Board's approval for payment and included: the Board Attorney's firm (LLW), for \$3,073.95. As a special note, there is a dual signature requirement that is in place for all checks/bill payments.

**MOTION:** To approve the payment to LLW, as described above, by KWright.

**Motion was seconded by BRadloff and passed unanimously by all Board members present.**

5. Discussion and action to file Amended Budget with the COJ to reflect the increase of annual assessment from \$550-\$650. A formal Resolution was provided by JWallace for review, then a motion to approve with subsequent signing of said Resolution.

**MOTION:** To amend budget, by Resolution, increasing the annual assessment from \$550 to \$650, as described above, by KWright.

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

6. Update/review of final version of Amendment of Enabling Ordinance to allow for financing of dredging and to require movement of non-permanent structures that would impede dredging. *History.* the amendment would provide authorization to finance dredging, only if the Board deems it necessary or if that would seem to be the most appropriate action or in the best interests of the District and allow the District to move boats and non-fixed structures to facilitate dredging at the expense of the owner. JWallace provided a copy of the District's Ordinance, as amended, to each Board member reflecting the amendments, as provided in the history above.
7. Discussion, pursuant to VI above, regarding course of action by Board to determine costs/benefits associated with financing of dredging versus accumulating sufficient funds to dredge without financing. The Board discussed/weighed the options of obtaining a loan or waiting to accumulate, including possibly only financing ½ the total cost to dredge, and also reviewed a Memorandum, dated October 30, 2016, as prepared by Secretary BRadloff, outlining calculations for projected dredging reserves over the next several years. Discussed options were weighed against likely timelines of when dredging might begin (along with some discussion from Joe Wagner). The Board decided that it would be difficult to decide whether a loan would be a good option without having an idea as to what kind of terms the District would be looking at (e.g., interest rate) and, so, wanted to go ahead and receive proposals from potential lenders that would indicate such costs and terms for financing.

**MOTION:** To authorize LLW to prepare a draft Request for Proposal document that can be used to receive financing bids from prospective lenders, by PRaudenbush.

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

8. Discuss Special District retaining an agent to manage and update website in accordance with law. TPacheco, whom was tasked with investigating potential website designers, etc. and costs for such at the last Board meeting, provided the Board a short list of

options for designers, levels of services, and associated various fees. After some discussion, PRaudenbush suggested that he would like to become proficient at maintaining the website (as it is currently setup), postings, etc. and forego hiring a designer, at least for now; unless the website has to be updated in order to be in compliance with the law (in which case, a designer would need to be retained).

9. Follow up on issue of replacement of Board member, absent a qualifying candidate for seat. Apparently, such a condition requires a Special Election for a qualified candidate, rather than just being able to appoint a qualified candidate. JWallace provided input regarding what is possibly necessary but suggested they are awaiting a response from the State of Florida on an inquiry to confirm what is needed for the District's particular situation. The Board decided to defer action until more information and a qualified candidate are available for consideration.
10. Discuss possible sites and dates for future meetings. *History:* the Board will be losing the current meeting place (Captain's Club) after December 2016 and will have to find a new venue. TPacheco checked with several churches/marina and such but was not able to find anything suitable but suggested maybe looking into the Public Library. Apparently, the nearby library on Beach Blvd. has rooms available to use but needs to be scheduled. TPacheco said he could check with the library for a next meeting date of January 11, 2017 and, if that works, go ahead and publish the meeting for the library. Then, KWright suggested that, if the date doesn't work for the library, the meeting should be published for the IOP Park, same date. At the January meeting, the Board will discuss meeting dates for the rest of 2017, set the new meeting place and publish both the place and dates for 2017.
11. Discuss possible sites and dates for future meeting. *See Item 10 above.*
12. New Business. 1) On behalf of LLW, JWallace provided an explanation as to why our tax bills did not indicate the increase of the assessment from \$550 to \$650 per annum. Apparently, there was a clerical error, in the process, and that the difference of \$100 would be collected via a secondary/supplemental tax bill from the COJ. 2) KWright brought up a couple things, including: that the Board Insurance was cancelled for late payment but the payment has been made since then and the insurance is to be reinstated, so no issues there; a letter was received from the Commission on Ethics requiring that all records have to be retained and a certification indicating such along with a mailing list of all Board officers.

### ***Future Meeting Dates -***

Meetings are to be held on Wednesdays at 6:30 PM at the "Pablo Creek Regional Library," 13295 Beach Blvd. Jacksonville 32246; for the dates listed below:

January 11, 2017 (during the January meeting, dates for the rest of the year will be confirmed

and indicated here in the January Minutes)

***General Public Comment -***

1) A meeting attendee asked why they did not see the Board seats on the ballot for election in November, to which KWright suggested that no one opposed the incumbent seats that were up for election this year.

***Adjournment -***

KWright adjourned the meeting at 1929 hrs.