

## MINUTES OF THE BOARD OF SUPERVISORS

### ISLE OF PALMS SPECIAL DISTRICT

March 14, 2018

Board President Ken Wright opened the meeting; calling it to order at approximately 1834 hours with a Roll Call of all Board members present [Agenda Item 1]. Other Board members/officers present were Vice President/Treasurer Paul Raudenbush, Secretary Brad Radloff, Member Tim Pacheco, and Member David Touring, establishing a quorum with the presence of all Board members. Board Attorney Wayne Flowers of Lewis, Longman & Walker (LLW), along with Joe Wagner, P.E. of Wood, PLC (Wood, formerly Amec-Foster Wheeler) as representative for the District's Engineer of Record to administrate upcoming dredging efforts, were also present. Approximately 10 homeowners from the District attended.

#### **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 from attending homeowners (however, any who wished to comment later during the meeting did so as discussions proceeded on each agenda item).

#### **OTHER AGENDA ITEMS**

3. Approve the Minutes of the February 14, 2018 Board meeting.

**MOTION:** To approve the minutes of the February 14, 2018 Board meeting, by KWright.

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

4. Treasurer's Report. PRaudenbush provided the Treasurer's and indicated that due to technological issues was not able to provide an updated account balance (the balance reported from the February meeting was \$1,108,558.19). In addition, there were four bill(s)/invoice(s) needing the Board's approval for payment and included: 1) reimbursements to Board member TPacheco for \$231.12 (UPS store mailbox address) and \$27.00 (Financial News and Daily Record), totaling \$258.12 and 2) two invoices (dated January 9, 2018 and February 23, 2018) for \$2,582.50 and \$2,845.00,

respectively), totaling \$5427.50, from Wood, PLC for on-going engineering services. As a special note, there is a dual signature requirement that is in place for all checks/bill payments.

**MOTION(S):** To approve payments to TPacheco and Wood, as described above, by KWright.

**The motions were seconded by BRadloff and PRAudenbush, respectively, passed unanimously by all Board members present.**

5. Update Report/Discussion of next steps for engineering services/project management with Wood, PLC (Wood). *HISTORY:* after officially implementing the process of requesting qualifications from qualified Engineers to provide Engineering Services and Construction Administration, the District selected Wood, PLC as the District's Engineer to administrate and manage the dredging effort. Wood's Project Manager, Joe Wagner, P.E., will be available at this and future Board meetings to inform the Board of progress on approved tasks and to request authorization, as needed, for the currently proposed preliminary tasks that will eventually lead to requesting bids from dredging contractors to conduct dredging efforts at some point in the future. At the December 2017 meeting, the Board authorized Wood to initiate Task 1 of their Proposal, dated December 5, 2017. Joe Wagner was present at this March 2018 meeting to update the Board on any current progress since December.

For this evening's meeting, Mr. Wagner had a relatively brief update that basically revolved around the bathymetric surveying that is still be conducted. Preliminary data are in for the North and Central sections of the District with surveying continuing for the South (Mr. Wagner suggested that due to scheduling around the tides, etc., it has been difficult. He also suggested that for the North and Central sections, the preliminary data indicates an unusual result, in that the overall volume of sediment needing removal may be slightly less than that calculated from the previous survey conducted a few years ago. As such, Mr. Wagner has requested that the surveyors go back and do a verification of the results, just to be sure. Once again, he suggested that the survey will show not only data from what will be the primary channel down the center of the canal but also on "bank to bank" basis, as the permit allows, and this will help to obtain a gross total of sediment, which he said was "probably about 140,000 cubic yards," and down the center he suggested "about 100,000 cubic yards." Other short discussions ensued, involving Mr. Wagner, regarding general questions about dredging and clarifications to his explanations between attendees and certain Board members. *MORE HISTORY:* Mr. Wagner indicated at a previous meeting that: the results of this survey will provide an updated volume of the dredge material that will require removal and this will be compared to the previous survey(s) conducted in the last few years. With the results of the survey and the estimated total volume of dredge spoils, Wood will go to the three Dredge Material Management Areas (DMMA) potentially available for the District's use and obtain use requirements and fees, etc. He had also gone through some discussion as to the differences between the various DMMA's. Preliminarily, the most cost effective

DMMA may be a “third” site that the Harbor Waterway Special District (HWSD) has recently purchased. The Board at the HWSD has expressed an interest in discussing an agreement whereby the IOPSD may also be able to use the HWSD site. Mr. Wagner added that there are certain permit requirements and certain details (e.g., obtaining a survey of the capacity of the site and taking water with the spoils but not having a return for the water - the water must remain at the site) that will need to be considered and/or addressed prior to finalizing, assuming the HWSD and IOPSD come into an agreement.

On another issue, continuing forward with preliminary engineering tasks, it appears that the former District Engineer (Taylor Engineering) had not necessarily been cooperating fully with the transfer of project data and information from their services to Wood. At the February 2018 meeting, Mr. Wagner suggested that it was important that this information is obtained so that it can be used to proceed with certain necessary task activities, otherwise it could increase current costs to recreate or otherwise go out and obtain the necessary information. At the February meeting, DTouring also suggested that he was in contact with Taylor and believed that with a few more conversations he should be able to get them to transfer the required data with a little additional pressure, as a former client. As an update for this March 2018 meeting, DTouring reported that he was able to obtain 260 documents from Taylor and will transfer it all to Joe Wagner for his review to see if it is everything that is needed for our future dredging operations, which DTouring believes is everything that is needed.

6. Update, if any from DTouring, regarding possible DMMA's with a specific update regarding the status of the HWSD site. DTouring indicated that, since the last meeting, he had a quick conversation with Stanley Pipes, the Chairman of the HWSD, and whether the HWSD is planning on buying the other parcel owned by the COJ, to which the Mr. Pipes suggested that they were still looking at their options. (*HISTORY:* The COJ site is available and adjoins the JAXPort, so it would be instrumental in increasing the overall capacity available to HWSD and IOPSD. However, purchasing of the COJ site by HWSD is apparently somewhat in the air at this point and may have an effect on IOPSD's timelines, etc. and that currently there may be certain agency approvals needed by IOPSD to use the HWSD site). DTouring indicated that an agreement with the HWSD could mean the District might be able to obtain a cost-sharing rate of \$1.00/cubic yard to dispose of spoils at the HWSD's site (although it is over 12 miles away).

DTouring also suggested that, since we are still considering our options relative to disposal of our dredging spoils, he has obtained new information regarding the possibility that there are companies out there (working through the FIND sites) that may be willing to take the District's spoils for free or maybe even pay for it. Apparently, said interested companies use the material for certain applications. Joe Wagner indicated that he is aware of this option and that his scope of services includes looking into this option we get to that task.

7. Vote on the Fiscal Year (FY) 2018-2019 Budget to submit to City Council by April 1, 2018. The Board reviewed a proposed Budget document and discussed certain aspects of it. The main adjustment to the Budget, as compared to last year's budget, was to Engineering fees which was increased significantly (\$2,500 to \$66,000.00) to reflect the hiring of Wood for current and on-going services related to moving toward actual

dredging activities. WFlowers will prepare a Resolution (requiring the Board's authorizing signatures) indicating the adoption of the Budget for subsequent submittal to the City Council.

**MOTION:** To approve the Budget for FY 2018-2019, by KWright.

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

8. New Business. 1) PRAudenbush wants to post the old data (obtained from Taylor Eng.) on the website, as long as there is available memory. However, Joe Wagner and DTouring suggested that "Drop-Box" link scan be used through a link. 2) KWright reminded Board members that "Financial Disclosure" documentation will be required by July 1st and to remember to take care of that, it's a legal requirement. He also suggested that the District received notice from the Florida Municipal Insurance Trust that our payment was received and the District is covered. 3) TPacheco asked about what Board seats are up for election this year, to which it was indicated that both North IOP Seats are up and that both TPacheco and BRadloff need to decide whether they will run for the seats again and to be sure and qualify for their intent to do so by the deadline this coming June.

### ***General Public Comment -***

There were no comments from the public at the end of the meeting (certain comments/questions were brought up during the New Business part of the agenda and provided there).

### ***Adjournment -***

KWright adjourned the meeting at 1920 hrs.

### ***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:

April 11, 2018    May 9, 2018    June 13, 2018    July 11, 2018    August 8, 2018  
September 12, 2018    October 10, 2018    November 14, 2018    December 12, 2018