

MINUTES OF THE BOARD OF SUPERVISORS

ISLE OF PALMS SPECIAL DISTRICT

September 8, 2021

[As a result of the *lifting* of COVID-19 Pandemic restrictions related to public gatherings, Board meetings have returned to the San Pablo Public Library]

Board President Ken Wright opened the meeting; calling it to order at approximately 1830 hours with a Roll Call of all Board members present at San Pablo Public Library. Other Board members/officers present were Vice President Paul Raudenbush, Secretary Brad Radloff, Member David Touring, and Member Josh Reichert. A quorum was established with five Board members present at the meeting. Board Attorney Wayne Flowers of Lewis, Longman & Walker (LLW) was also present for the meeting. Charlene Stroehlen, P.E., the Project Manager with Wood, PLC, as representative for the District's Engineer of Record to administrate the dredging efforts, was present for the meeting via call-in/speaker. Lance Young of Brance Diversified, Inc. (BDI), the dredging contractor, did not attend the meeting. There were about three homeowners from the District physically attending the meeting and other unidentified call-in attendees. The meeting was held in a Community Meeting Room of the Pablo Creek Regional Library at 13295 Beach Boulevard, Jacksonville, FL 32246 but 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#]

Agenda-Specific Public Comments [Agenda Item 1]-

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

2. Vote on approval of the Meeting Minutes from the regular monthly Board meeting on August 11, 2021.

MOTION: To approve the minutes of the Board meeting on August 11, 2021, by KWright.

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

3. Treasurer's Report. PRAudenbush provided an update to the Treasurer's Report for this meeting and reported the District's bank balance at \$ 471,236.88, as of September 8, 2021. There were five bill(s)/invoice(s) needing approval for payment: (1) \$799.25 to LLW for legal fees during the month of August and (2) \$5,343.75 to ARC Surveying for N-stakeout and S-Hydro survey, (3) \$5,580.00 to FL Municipal Insurance Trust for annual insurance, (4) \$297,787.50 to Brance Diversified for Dredging Invoice #5, and (5) \$4,447.10 to Wood, PLC for weekly inspections. As a special note, there is a dual signature requirement that is in place for all checks/bill payments. Also, now that the District has obtained a loan for the dredging, all the dredging invoices have to be pre-reviewed by the Bank prior to providing the funds to the district to make the payments.

MOTION: To approve payment for the LLW, ARC, and FMIT invoices, as described above, by KWright.

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

MOTION: To approve payment for the BDI (subject to Bank review and approval) invoice, as described above, by PRAudenbush.

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

MOTION: To approve payment for the Wood invoice, as described above, by PRAudenbush.

Motion was seconded by KWright 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.

4. Review dredging progress, surveys, and Wood review. This agenda item started with questions about addressing damages to homeowner's facilities (docks, decks, lifts, etc.) and how that is being handled. Some discussion ensued between the Board and attendee(s) on how to actually handle claims and who should handle it. PRAudenbush indicated that when damage is done, it is the Contractor's responsibility to notify the Board but then also contact the homeowner directly and take the necessary actions to repair the damage. Apparently, the contractor has not been taking these actions or otherwise not making the necessary notifications either. PRAudenbush also indicated that the Board has a copy of BDI's Certificate of Insurance (COI) from Kelly White &

Associates Insurance Company and that, if necessary, a homeowner can request a copy of it in order to file a claim directly with the insurance co. (the insurance co. requested that the COI not be posted on the District website) but in any case claims should also be provided to the Board so that a list can be made and BDI held accountable at the end of the project. There was also discussion about withholding final payments to BDI (near the completion of the project) until BDI has taken care of all damages made to homeowner's facilities. PRAudenbush indicated that he has been in contact with Charlene Stroehlen (Wood Engineer) about actual progress with satisfying contract depths, specifically with regard to the NIOP, and that there are several areas that still need to be addressed and PRAudenbush and Charlene will be addressing that with BDI. Some discussion occurred regarding concerns from the Bank over occasional over-dredging beyond 6' (-6.5') of water at mean low tide and that since it is beyond the scope of the contract whether the District should pay for that. PRAudenbush indicated (from talking to Charlene) that it appears those areas are infrequent and will fairly quickly slump back in bringing it to the contracted depth or very close to it and, as such, will end up being better since more material will end up being removed. He also indicated where BDI was currently dredging just prior to the meeting and where he expected they might be going thereafter. Walt the Central IOP canal, spoke to the his concerns about not knowing when the dredgers will be back to finish his canal, so that he can move his boat again and doesn't understand why a schedule can't be adhered to or at least provide several days prior notice when they are going to return. The Board recognized his frustrations as they are experiencing the same thing and suggested that they are working with the Contractor as best as they can to try and get them to provide a more realistic schedule.

5. David Touring Report on progress on getting Reimbursement from City. DTouring reported that there are forms that need to be completed for submittal to the City and that he is in the middle of obtaining those forms but he also needs all supporting documentation, such as cancelled checks, invoices, etc., indicating expenditures made during the project thus far. He also had a question about what constitutes the beginning of the project and what expenditures can be included. WFlowers indicated that he thinks it included any expenditures related to getting the dredging going (even prior to hiring a dredging co.) like engineering/surveying costs and, arguably, legal costs. DTouring and PRAudenbush went back and forth figuring out what DTouring had and did not have. Whatever DTouring did not have, PRAudenbush was going to try and be sure has all the necessary documentation to make the necessary submittals.
6. New Business. (1) Stuart and another lady from Tradewinds Dr. in the SIOP asked about whether a large derelict vessel ("The Trojan Roamer") that is pretty much in the middle of the canal can be moved because it appears that it will obstruct the dredgers ability to get by and it appears the owner has no intention of moving it (apparently it has been there for many years and is not mobile without towing). DTouring indicated that he is aware of the vessel's location and said he would go have a more detailed look at it and try to contact the owner about it or just get the homeowner's information to KWright and KWright will send the necessary letter requiring the removal of the vessel from the canal.

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 1931 hrs.

Future Meeting Dates -

Meetings are held on the second Wednesday of the month (6:30 PM), at the “Pablo Creek Regional Library,” 13295 Beach Blvd. Jacksonville 32246. **However, because of the dredging currently going on, please check the District’s website (isleofpalmsjax.com), often, for any updates to the location and time of any upcoming meeting AND for any “Special” or “Emergency” meetings needed to manage the dredging effort.**

October 13, 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)]