

## MINUTES OF THE BOARD OF SUPERVISORS

### ISLE OF PALMS SPECIAL DISTRICT

January 11, 2017

Board President Ken Wright opened the meeting and called it to order at approximately 1836 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 no longer desired to be on the Board and did not run in the November 2016 election, therefore his Seat is currently open pending a special election. Board Attorney Wayne Flowers of Lewis, Longman & Walker (LLW) was also present. 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 November 16, 2016 Board meeting.

**MOTION:** To approve the minutes of the November 16, 2016 Board meeting, by KWright.

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

4. Treasurer's Report. No report was given for this agenda since the books/data/accounts have yet to be received from former Treasurer MKwartler. However, there were bills/invoices needing the Board's approval for payment and included: the Board Attorney's firm (LLW), for \$4,151.45 (as an accumulation/total unpaid billing since August 2016) and reimbursements to TPacheco for publishing in Financial News & Daily Record and signs, \$27.00 and \$128.40, respectively. As a special note, there is a dual signature requirement that is in place for all checks/bill payments. KWright indicated that the Board insurance policy has been reinstated as a matter of payment being made. Also, KWright indicated that the Board received a letter of delinquency from the State as a result of not submitting any changes to the addresses of the Board members. KWright

asked that the Board members submit their current addresses to him as an update.

**MOTION:** To approve the payments to LLW and TPacheco, as described above, by KWright.

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

5. Change of Bank Signatory on checks from Matt Kwartler to another Board member. This is required to maintain a dual signature requirement on all checks. After some discussion amongst the Board members, it was decided that Board member Paul Raudenbush shall be one of the two signatures needed to authorize a payment by check (since he will likely become the temporary Board Treasurer), Ken Wright is the other.
6. Elect Board officers for 2017. The Board agreed to keep the officers of the Board unchanged from those in 2016: Ken Wright as President; Paul Raudenbush as Vice Present; Paul Raudenbush also as Treasurer, in a temporary capacity, only until the vacated seat of the former Treasurer can be filled; and Brad Radloff as Secretary.

**MOTION:** To keep the Board officers the same as they were in 2016 and PRaudenbush as Treasurer, as described above, by KWright.

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

7. 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. The amendment has been processed and approved by the COJ; no other action is necessary, with the possible exception of posting the Ordinance on the Board website (WFlowers will provide the Board a .pdf for posting on the website).
8. Continue discussion 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, and various other options for creative financing. 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, period of financing, etc.) and, so, wanted to go ahead and receive proposals from potential lenders that would indicate such costs and terms for financing. WFlowers was given criteria to include in a request for proposal document, prepared by his firm (draft distributed to Board members for review before next meeting and discussion at that meeting), that can be used by the Board to solicit loan packages and then later decide whether to consider a loan or not.

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

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

9. Follow up report by PRAudenbush on managing Board's website in accordance with law. *History:* Discussion on the District retaining an agent to manage and update website in accordance with law. TPacheco, had been tasked previously with investigating potential website designers, etc. and costs for such and had provided the Board a short list of options for designers, levels of services, and associated various fees. After some discussion the couple of meetings, 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). PRAudenbush has no issues or actions needed at this time with posting, etc. (other than needing to post the new Ordinance as amended).
10. Follow up on issue of replacement of Board member Kwartler, absent a qualifying candidate for his seat. *History:* Apparently, such a condition requires a Special Election for a qualified candidate, rather than just being able to appoint a qualified candidate. Since previous Board meeting discussions, WFlowers has had discussions or otherwise made inquiries with several local and state offices in an effort to determine or confirm what is needed and/or from whom for the District's particular situation. Apparently, he has basically gone full circle with no government agency accepting jurisdiction over the issue. However, apparently, the COJ Office of General Counsel suggested that the Board approach the appropriate COJ Council member(s) (e.g., Gulliford) with the dilemma and see if they would make a request of the OGC to address the situation with the Board to get it straightened out. WFlowers has currently made an attempt to contact Gulliford and is awaiting a return call from him. PRAudenbush suggested posting something on the Board website that would indicate the opening of the Board Seat. Qualifications to be considered for the Seat include ownership of a lot in the "South Isle of Palms."

11. Board member Residence Addresses need to be filed with the State Election Commission by January 31. KWright requested that all Board members submit their addresses to him.
12. Establish meeting dates and location(s) for 2017. *History:* the Board had lost the meeting place (Captain's Club) after December 2016 and now holds meetings at the "Pablo Creek Regional Library," 13295 Beach Blvd. Jacksonville 32246. TPacheco set up and the date/time for this meeting and brought with him other dates (currently reserved by the Library) for consideration by the Board for the rest of 2017 (the dates are indicated on the Agenda for the January 11, 2017 Board meeting and in "Future Meeting Dates" below). With some discussion, the Board decided to keep the dates as currently reserved by the Library and forego a meeting in February.

**MOTION:** To approve the dates proposed on the January 2017 Meeting Agenda and authorizing legal notice in an appropriate publication, by KWright.

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

13. New Business. TPacheco requested new signs with changes needed to indicate the new meeting place and to replace signs that have been stolen, etc. for a total of \$200.00.

**MOTION:** To authorize the expenditure of funds up to \$200.00 by TPacheco to renew/replace signs for meeting notifications, by KWright.

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

### ***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:

March 8, 2017   April 12, 2017   May 10, 2017   June 14, 2017   July 12, 2017

September 13, 2017   October 11, 2017   November 8, 2017

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

There were no comments from the public at the end of the meeting.

*Adjournment-*

KWright adjourned the meeting at 1916 hrs.