

**MINUTES OF MEETING
EAST NASSAU
STEWARDSHIP DISTRICT**

The Board of Supervisors of the East Nassau Stewardship District held a regular meeting on Monday, June 11, 2018, at 1:00 p.m., in the Nassau Room (T0126), Building 30, at Florida State College, Nassau Center, 76346 William Burgess Boulevard, Yulee, Florida 32097.

Present at the meeting were:

Mike Hahaj	Chair
Dan Roach	Vice Chair
Bob Rhodes	Assistant Secretary
Max Hord	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Howard McGaffney	Wrathell, Hunt and Associates, LLC
Jonathan Johnson <i>(via telephone)</i>	District Counsel
Sarah Warren	Hopping, Green & Sams, P.A.
Zach Brecht	District Engineer
Cindy Jackson	News-Leader
Amy Norsworthy	CCMC Property Management

FIRST ORDER OF BUSINESS

Call to Order

Mr. Wrathell called the meeting to order at 1:07 p.m.

SECOND ORDER OF BUSINESS

Roll Call

Supervisors Hahaj, Roach, Rhodes and Hord were present, in person. Supervisor Fancher was not present.

THIRD ORDER OF BUSINESS

Chairman's Opening Remarks

Mr. Hahaj welcomed and thanked everyone for their attendance.

FOURTH ORDER OF BUSINESS

Public Comments *(limited to 3 minutes per person)*

There being no public comments, the next item followed.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2018-11, Approving a Proposed Budget for Fiscal Year 2018/2019; Declaring Special Assessments to Fund the Proposed Budget Pursuant to Chapter 2017-206, Laws of Florida, and Chapters 170, 189 and 197, Florida Statutes; Setting Public Hearings; Addressing Publication; Addressing Severability; and Providing an Effective Date

Mr. Wrathell presented Resolution 2018-11. The Fiscal Year 2019 budget will be effective October 1, 2018 through September 30, 2019. Certain adjustments will be made to the revenues portion, prior to adoption. The following change was made:

Page 3: Change “Adopted FY 2017 Budget” heading to “Adopted FY 2018 Budget”

In response to a question regard CCMC Property Management (CCMC), Mr. Wrathell stated CCMC’s services were not yet retained but CCMC would be retained to oversee the contractors working within the District. Ms. Amy Norsworthy, of CCMC, stated that there would be an onsite Manager who would oversee the commercial association, residential association and operations of the District. The Board and Staff discussed accepting bids from contractors, CCMC’s role as the Field Operations Manager, the Trustee fee, special assessments, on-roll and off-roll assessments and Wildlight. Ms. Warren stated that the Resolution not only approves the proposed Fiscal Year 2019 budget but also declares the Operations and Maintenance (O&M) assessments and provides for notice of the budget hearing and the O&M assessment hearing.

On MOTION by Mr. Rhodes and seconded by Mr. Roach, with all in favor, Resolution 2018-11, Approving a Proposed Budget for Fiscal Year 2018/2019, as amended; Declaring Special Assessments to Fund the Proposed Budget Pursuant to Chapter 2017-206, Laws of Florida, and Chapters 170, 189 and 197, Florida Statutes; Setting Public Hearings for August 16, 2018 at 10:00 a.m., at this location; Addressing Publication; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Discussion/Consideration: Interlocal Agreement for Landscape Maintenance of Certain County Road Rights-of-Way

Mr. Hahaj stated that the genesis of the Interlocal Agreement was to consider the neighboring right-of-ways (ROWs) and maintenance of them as infrastructure that the District does not directly own but would share in the maintenance. In response to a Board Member’s question regarding the County, Mr. Hahaj stated that this would essentially replace the County’s policy to maintain the landscaping along the ROWs, which entailed only a few treatments per year. In response to Mr. Wrathell’s inquiry, Mr. Hahaj stated that the Board should approve the template, in substantial form, to begin the negotiation process with Nassau County and, should there be something that materially changes the document, District Staff would present it for consideration.

The following changes were made:

Page 2, Second WHEREAS: Delete one tab

Page 7, Notary Section: Delete “ST. JOHNS”

On MOTION by Mr. Hahaj and seconded by Mr. Rhodes, with all in favor, the Interlocal Agreement for Landscape Maintenance of Certain County Road Rights-of-Way, in substantial form and as amended, and authorizing the Chair to coordinate with District and County Staff to finalize and execute the Agreement, were approved.

SEVENTH ORDER OF BUSINESS

Approval of Unaudited Financial Statements as of April 30, 2018

Mr. Wrathell presented the Unaudited Financial Statements as of April 30, 2018.

On MOTION by Mr. Rhodes and seconded by Mr. Hord, with all in favor, the Unaudited Financial Statements as of April 30, 2018, were accepted.

EIGHTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Hopping Green & Sam, P.A.*

Ms. Warren stated that the Bond Validation is scheduled for July 17, 2018.

B. District Engineer: *England-Thims & Miller, Inc.*

There being no report, the next item followed.

C. District Manager: *Wrathell, Hunt and Associates LLC*

i. § Registered Voters in District as of April 15, 2018

Mr. Wrathell reported that there were eight registered voters residing within the boundaries of the District as of April 15, 2018.

ii. NEXT MEETING DATE: June 21, 2018 at 10:00 A.M. (*Nassau Room, Building 30*)

Mr. Wrathell stated that the next meeting would be cancelled unless needed. Ms. Warren suggested retaining the scheduled meeting for now and cancelling it closer to the meeting date.

NINTH ORDER OF BUSINESS

Board Members' Comments/Requests

There being no Board Members' comments or requests, the next item followed.

TENTH ORDER OF BUSINESS

Public Comments

There being no public comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

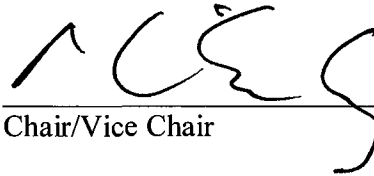
There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Rhodes and seconded by Mr. Hahaj, with all in favor, the meeting adjourned at 1:45 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair