

**EAST NASSAU
STEWARDSHIP DISTRICT**

**REGULAR MEETING
AGENDA**

March 5, 2019

East Nassau Stewardship District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013

February 26, 2019

Board of Supervisors
East Nassau Stewardship District

<p><u>ATTENDEES:</u> Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>

Dear Board Members:

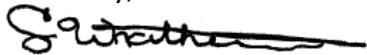
The Board of Supervisors of the East Nassau Stewardship District will hold a regular meeting on March 5, 2019 at 10:00 a.m., in the Nassau Room (T0126), Building T, at Florida State College, Nassau Center, 76346 William Burgess Boulevard, Yulee, Florida 32097. The agenda is as follows:

1. Call to Order
2. Roll Call
3. Chairman's Opening Remarks
4. Public Comments *(limited to 3 minutes per person)*
5. ANNOUNCE ATTORNEY-CLIENT SESSION/REGULAR MEETING RECESS
6. COMMENCEMENT OF ATTORNEY-CLIENT SESSION [**Closed to the Public by Law**]
 - **Attorney-Client Session to Address Strategy Relating to Ongoing Litigation**
7. ATTORNEY-CLIENT SESSION ADJOURNMENT/RECONVENE REGULAR MEETING
8. Consideration of Disclosure of Public Finance – Series 2018
9. Discussion/Consideration of Wildlight Landscape Bids
10. Consideration of Maintenance Agreement(s)
11. Approval of Unaudited Financial Statements as of December 31, 2018
12. Consideration of January 17, 2019 Regular Meeting Minutes
13. Staff Reports
 - A. District Counsel: *Hopping Green & Sam, P.A.*

- B. District Engineer: *England-Thims & Miller, Inc.*
 - C. District Manager: *Wrathell, Hunt and Associates, LLC*
 - NEXT MEETING: March 21, 2019 at 10:00 A.M.
14. Board Members' Comments/Requests
15. Public Comments
16. Adjournment

I look forward to seeing all of you at the upcoming meeting. In the meantime, if you should have any questions or concerns, please do not hesitate to contact me directly at 561-719-8675.

Sincerely,



Craig Wrathell
District Manager

FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE

Call-in number: 1-888-354-0094

Conference ID: 2144145

**EAST NASSAU
STEWARDSHIP DISTRICT**

8

This instrument was prepared by and upon recording should be returned to:

Jonathan T. Johnson, Esq.
HOPPING GREEN & SAMS, PA
119 South Monroe Street, Suite 300
Tallahassee, Florida 32301

(This space reserved for Clerk)

**SUPPLEMENTAL DISCLOSURE OF PUBLIC FINANCING AND MAINTENANCE OF
IMPROVEMENTS TO REAL PROPERTY UNDERTAKEN BY
THE EAST NASSAU STEWARDSHIP DISTRICT
[WILDLIGHT VILLAGE PHASE 1]**

Wrathell, Hunt and Associates, LLC
District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431
(561) 571-0070

District records are on file at the offices of the District Manager and at the local records office, 1 Rayonier Way, Yulee, Florida 32097, and are available for public inspection upon request during normal business hours.

TABLE OF CONTENTS

Introduction.....	1
What is the District and how is it governed?.....	1
What infrastructure improvements does the District provide and how are the improvements paid for?	2
District Infrastructure Improvements	2
Roadway Improvements.....	3
Utilities	3
Stormwater Management and Drainage Improvements.....	3
Landscaping and Hardscape Features.....	3
Recreation Facilities.....	3
Assessments, Fees, and Charges	4
Method of Collection.....	5

Introduction

On behalf of the Board of Supervisors of the East Nassau Stewardship District (the “District”), the following information is provided to give you a description of the District's services and the assessments that are anticipated to be levied within the District to pay for certain community infrastructure and the manner in which the District is operated. The District is a unit of special-purpose local government created pursuant to and existing under the provisions of Chapter 2017-206, Laws of Florida (the “Act”). Unlike city and county governments, the District has only certain limited powers and responsibilities. These powers and responsibilities include, for example, construction and maintenance of certain stormwater management and drainage control facilities.

Under Florida law, special districts are required to take affirmative steps to provide for the full disclosure of information relating to the public financing and construction, operation, and maintenance of improvements to real property undertaken by such districts. The law specifically provides that this information shall be made available to all persons currently residing within the District and to all prospective District residents. The following information describing the East Nassau Stewardship District and the assessments, fees and charges that are anticipated to be levied within the District to pay for certain community infrastructure, is provided to fulfill this statutory requirement.

The District is intended to provide for a comprehensive and consistent development approach to promote sustainable and efficient land use, to provide long-term planning for conservation and development, to protect conservation and habitat network lands, allow for flexible management, sequencing, timing, and financing of various systems, facilities, and services to be provided to the lands, and to provide a method for the long term operation, management, and maintenance of infrastructure systems, facilities, and services.

What is the District and how is it governed?

The District is an independent special taxing district created pursuant to and existing under the provisions of Chapter 2017-206, Laws of Florida, enacted on June 6, 2017, and Chapter 189, *Florida Statutes*, as amended. The District currently encompasses approximately 23,600 acres of land located within the jurisdictional boundaries of Nassau County, Florida. The legal description of the land encompassed within the District is attached hereto as **Exhibit A**. As a local unit of special-purpose government, the District provides an alternative means for planning, financing, constructing, operating and maintaining various public infrastructure improvements and community facilities and services within its jurisdiction.

The District is governed by a five-member Board of Supervisors, the members of which must be residents of Florida and citizens of the United States. Within ninety (90) days of the effective date of the Act, members were elected on an at-large basis by the owners of property within the District, each landowner being entitled to one vote for each acre of land with fractions thereof rounded upward to the nearest whole number. The three candidates receiving the highest number of votes were elected to terms which expire on November 17, 2020, and the two candidates receiving the next largest number of votes were elected to terms which expired on

November 20, 2018. At the second landowners' election held in November 2018, the two candidates receiving the largest number of votes were elected to 4-year terms. Subsequently, there shall be an election by landowners for the District every two years on the first Tuesday after the first Monday in November at which supervisors will be elected to serve 4-year terms. Board members shall begin being elected by qualified electors of the District as the District becomes populated with qualified electors based on the following schedule: at 9,000 qualified electors, one governing board member shall be a qualified elector who is elected by qualified electors residing in the District and four members will be elected by landowners; at 18,000 qualified electors the ratio is two-to-three, respectively; at 27,000 qualified electors the ratio is three-to-two, respectively; at 36,000 qualified electors, the ratio is four-to-one, respectively; and at 40,500 qualified electors, all five governing board members shall be persons who are qualified electors who are elected by qualified electors. A "qualified elector" in this instance is any person at least 18 years of age who is a citizen of the United States, a legal resident of Florida and of the District, and who is also registered with the Supervisor of Elections to vote in Nassau County. Notwithstanding the foregoing, if at any time the Board proposes to exercise its ad valorem taxing power, it shall, prior to the exercise of such power, call an election at which all members of the Board shall be qualified electors who are elected by qualified electors of the District.

Board meetings are publicly noticed in accordance with Florida law (i.e. in the local newspaper) and are conducted in a forum open to the public and in which public participation is permitted. Consistent with Florida's public records laws, the records of the District are available for public inspection during normal business hours. Elected members of the Board are similarly bound by the State's open meetings laws and are subject to the same disclosure requirements as other elected officials under the State's ethics laws.

What infrastructure improvements does the District provide and how are the improvements paid for?

The boundaries of the District encompass approximately 23,600 acres located in Nassau County. The public infrastructure contemplated to support the development program within the District includes, but is not necessarily limited to, roadways (including landscaping and lighting), stormwater management systems (stormwater management facilities, control structures, stormwater conveyance systems), civic use and recreational facilities, environmental features and conservation areas, landscaping, hardscaping, and utility systems. Each of these infrastructure improvements is more fully detailed below. These improvements are authorized under the Act and may be financed in whole or in part through the District's sale of special assessment revenue bonds.

The portion of the District known as Wildlight Village Phase 1 consists of approximately 641 acres and is a subset of that area referred to as the Central Planning Area. A legal description of Wildlight Village Phase 1 is attached hereto as **Exhibit A**.

On December 13, 2018, the District issued \$5,460,000 East Nassau Stewardship District (Nassau County, Florida) Special Assessment Revenue Bonds, Series 2018 (the "Series 2018 Bonds") for the purpose of: (1) financing a portion of the costs associated with the acquisition, construction, and equipping the Series 2018 Project (the "Series 2018 Project") generally

described below; (2) funding the Series 2018 Reserve Account; (3) paying a portion of the portion to become due on the Series 2018 Bonds; and (4) paying certain costs associated with the issuance of the Series 2018.

District Infrastructure Improvements

As noted above, the District anticipates that it will finance in whole or in part improvements for Wildlight Village Phase 1 which include mobility roads, local roads, stormwater management facilities, utilities (water, wastewater and reclaimed water), street lighting, and landscape, hardscape, and irrigation. Major offsite roads that are to be constructed, extended or widened will continue to be maintained by the appropriate county or state entity. Internal public roads will be maintained by the District if not dedicated to Nassau County. Water, sewer and reclaim services will be provided by JEA. The District is located within the franchise area of Florida Power & Light Company (“FPL”) for electrical supply.

Further information regarding the specific infrastructure provided to support Wildlight Village Phase 1 and comprising the Series 2018 Project can be obtained from the District's *Engineer's Report for Wildlight Village Phase 1*, as revised December 12, 2018, on file in the District's public records. Descriptions of the improvements within the Improvement Plan are also provided in the District's Master Disclosure of Public Financing and Maintenance of Improvements by the East Nassau Stewardship District recorded in the official records of Nassau County, Florida at ____, ____.

Assessments, Fees, and Charges

The costs of acquisition or construction of a portion of these infrastructure improvements have been financed by the District through the sale of its Series 2018 Bonds. The annual debt service payments, including interest due thereon, are payable solely from and secured by the levy of non-ad valorem or special assessments against lands within the District which benefit from the construction, acquisition, establishment and operation of the District's improvements. Specifically, the Series 2018 Assessments pay back the Series 2018 Bonds for its share of the Series 2018 Project infrastructure. The annual debt service obligations of the District which must be defrayed by annual assessments upon each parcel of land or platted lot will depend upon the type of property purchased. Provided below are the current maximum annual assessment levels for the Series 2018 Bonds. Interested persons are encouraged to contact the District Manager for information regarding special assessments on a particular lot or parcel of lands. A copy of the District's assessment methodology and assessment roll are available for review in the District's public records.

The current maximum annual debt assessment for each issuance of the Series 2018 Bonds per unit is as follows:

Product Type	Maximum Annual Assessment Level per Unit
Single Family 30'	\$749.13
Single Family 45'	\$1,123.70
Single Family 55'	\$1,373.41
Single Family 70'	\$1,747.97
Apartment	\$0.00

Note: Includes cost of collection and assumes payment in March.

The District may undertake the construction, acquisition, or installation of other future improvements and facilities, which may be financed by bonds, notes, or other methods authorized by Chapter 2017-206, Laws of Florida. More information can be obtained from the *Engineer's Report for Wildlight Village Phase 1*, as revised December 12, 2018, on file with the District.

The amounts described above exclude any operations and maintenance assessments which may be determined and calculated annually by the District's Board of Supervisors against all benefited lands in the District. These assessments may also be collected in the same manner as county ad valorem taxes.

Method of Collection

The District's special and maintenance assessments may appear on that portion of the annual real estate tax bill entitled "non-ad valorem assessments," and will be collected by the county tax collector in the same manner as county ad valorem taxes. Each property owner must pay both ad valorem and non-ad valorem assessments at the same time. Property owners will, however, be entitled to the same discounts as provided for ad valorem taxes. As with any tax bill, if all taxes and assessments due are not paid within the prescribed time limit, the tax collector is required to sell tax certificates which, if not timely redeemed, may result in the loss of title to the property.

This description of the East Nassau Stewardship District's operation, services and financing structure is intended to provide assistance to landowners and purchasers concerning the important role that the District plays in providing infrastructure improvements essential to the development of new communities. If you have questions or would simply like additional information about the District, please write to Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, or call (561) 571-0070.

IN WITNESS WHEREOF, this Supplemental Disclosure of Public Financing and Maintenance of Improvements to Real Property Undertaken has been executed as of the 5th day of March, 2019, and recorded in the Official Records of Nassau County, Florida.

EAST NASSAU STEWARDSHIP DISTRICT

Michael Hahaj, Chair

Witness

Witness

Print Name

Print Name

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this 5th day of March, 2019, by Michael Hahaj, Chair of the East Nassau Stewardship District, who is personally known to me or who has produced _____ as identification, and did [] or did not [] take the oath.

Notary Public, State of Florida

Print Name: _____

Commission No.: _____

My Commission Expires: _____

Exhibit A: Legal Description

Exhibit A

Parcel A:

A parcel of land, being a portion of the Heirs of E. Waterman Mill Grant, Section 39, Township 2 North, Range 26 East, and being a portion of the Heirs of E. Waterman Mill Grant, Section 44, Township 2 North, Range 27 East, and being a portion of the Heirs of E. Waterman Mill Grant, Section 50, Township 3 North, Range 27 East, all in Nassau County, Florida, and being more particularly described as follows:

Begin at the Southeast corner of those lands described in Official Record Book 408, Page 695 of the Public Records of Nassau County, Florida; thence on the Easterly line of said lands, N 17°42'30" W, a distance of 597.78 feet to the Northeast corner of said lands; thence departing said Easterly line and on the Northerly line of said lands and the Northerly line of those lands described in Official Record Book 1136, Page 260 and Official Record Book 932, Page 1824 of the said Public Records for the next 2 courses, S 72°16'09" W, a distance of 819.42 feet; thence S 89°02'41" W, a distance of 838.80 feet to the Northwest corner of last said lands said point also being on the Easterly line of those lands described in Official Record Book 956, Page 1636 of the aforesaid Public Records; thence departing said Northerly line and on the Easterly line of said lands, N 16°36'59" W, a distance of 1239.01 feet to the most Northeast corner of said lands, thence departing said Easterly line and on the most Northerly line of said lands, S 73°23'30" W, a distance of 1172.26 feet to a point on the Easterly Limited Access Right of Way line of Interstate 95 (Variable Width Limited Access Right of Way); thence departing said most Northerly line and on said Easterly Limited Access Right of Way line, N 16°36'59" W, a distance of 874.67 feet; thence departing said Easterly Limited Access Right of Way line, N 49°39'35" E, a distance of 1624.06 feet to the Southwest corner of the Heirs of E. Waterman Mill Grant, Section 50, Township 3 North, Range 27 East, Nassau County, Florida; thence continue N 49°39'35" E, a distance of 1172.85 feet; thence N 49°55'41" E, a distance of 1871.04 feet; thence N 05°27'29" E, a distance of 2997.60 feet to a point on the Westerly Right of Way line of Florida Power & Light Company Easement for Right of Way as Recorded in Official Record Book 273, Page 551 and Official Record Book 278, Page 607 of the aforesaid Public Records; thence S 79°16'48" E, a distance of 2563.70 feet; thence S 37°12'31" W, a distance of 2021.47 feet to a point on aforesaid Westerly Right of Way line of Florida Power & Light Company Easement for Right of Way; thence on said Westerly Right of Way line, S 31°51'09" E, a distance of 1875.32 feet; thence S 03°47'17" E, a distance of 876.82 feet; thence S 43°45'16" W, a distance of 806.96 feet; thence S 10°53'43" E, a distance of 2097.70 feet to a point on the Northerly Right of way line of State Road No. 200 (A1A) (184 foot Right of Way); thence on said Northerly Right of way line, S 72°19'01" W, a distance of 2626.63 feet to the Point of Beginning.

Less and Except:

District School Board of Nassau County, School Site, as described in Official Record Book 1981, Page 109, of the Public Records of Nassau County, Florida.

and Less and Except:

90 FOOT AND 81 FOOT ROADWAY PARCEL *A* AND PARCEL *B*:

as described in Official Record Book 1981, Page 163, of the Public Records of Nassau County, Florida.

Parcel B:

A parcel of land, being a portion of Sections 6, 7 and the Heirs of E. Waterman Mill Grant, Section 44, Township 2 North, Range 27 East, Nassau County, Florida, and being more particularly described as follows:

Commence at the Southwest corner of the Heirs of E. Waterman Mill Grant, Section 44, Township 2 North, Range 27 East, Nassau County, Florida; thence on the West line of said Section 44, N 01°11'47" W, a distance of 360.33 feet to a point on the Southerly Right of Way line of State Road No. 200 (A1A) (184 foot Right of Way); thence departing said West line and on said Southerly Right of Way line, N 72°19'01" E, a distance of 2457.17 feet to a point on the Easterly Right of Way line of Harper Chapel Road (60 foot Right of Way) and the Point of Beginning; thence continue on said Southerly Right of Way line, N 72°19'01" E, a distance of 573.63 feet to a point on the Southwesterly Right of Way line of William Burgess Boulevard (100 foot Right of Way); thence departing said Southerly Right of Way line and on said Southwesterly Right of Way line for the next 8 courses, S 17°43'35" E, a distance of 230.08 feet to the beginning of a curve, concave Northeast, having a radius of 355.32 feet and a central angle of 53°48'49"; thence on the arc of said curve a distance of 333.73 feet said arc being subtended by a chord which bears S 44°37'59" E, a distance of 321.59 feet to the curves end; thence S 71°32'24" E, a distance of 964.03 feet to the beginning of a curve, concave Southwest, having a radius of 625.00 feet and a central angle of 13°30'21"; thence on the arc of said curve a distance of 147.33 feet said arc being subtended by a chord which bears S 64°47'13" E, a distance of 146.98 feet to the curves end; thence S 58°02'03" E, a distance of 655.42 feet to the beginning of a curve, concave Southwest, having a radius of 350.00 feet and a central angle of 56°32'45"; thence on the arc of said curve a distance of 345.42 feet said arc being subtended by a chord which bears S 29°45'40" E, a distance of 331.57 feet to the curves end; thence S 01°29'18" E, a distance of 887.57 feet to the beginning of a curve, concave Easterly, having a radius of 695.00 feet and a central angle of 3°44'28"; thence on the arc of said curve a distance of 45.38 feet said arc being subtended by a chord which bears S 03°21'32" E, a distance of 45.37 feet to a point on the Northeasterly line of those lands described in Official Record Book 936, Page 894 of the Public Records of Nassau County, Florida; thence departing said Southwesterly Right of Way line, N 67°35'28" W, a distance of 480.33 feet to the most Northeasterly corner of said lands; thence departing said Northeasterly line and on the North line of said lands, S 89°40'42" W, a distance of 528.86 feet; thence departing said North line, N 00°06'22" W, a distance of 965.41 feet; thence S 89°20'06" W, a distance of 1071.37 feet to the Southeast corner of those lands described in Deed Book 81, Page 359 of the said Public Records; thence on the East line of said lands, N 00°39'54" W, a distance of 208.70 feet to the Northeast corner of said lands; thence departing said East line and on the North line of said lands, S 89°20'06" W, a distance of 208.70 feet to the Northeast corner of those lands described in Official Record Book 513, Page 91 of the said Public Records; thence departing said North line and on the Northerly line of said lands, S 69°45'17" W, a distance of 94.87 feet to a point on the aforesaid Easterly Right of Way line of Harper Chapel Road (60 foot Right of Way) said point on a curve, concave Northeast, having a radius of 126.27 feet and a central angle of 10°58'25"; thence departing said Northerly line and on the Easterly Right of Way line and on the arc of said curve for the next 2 courses, a distance of 24.18 feet said arc being subtended by a chord which bears N 23°10'12" W, a distance of 24.15 feet to the curves end; thence N 17°40'59" W, a distance of 923.94 feet to the Point of Beginning.

Parcel C:

A parcel of land, being a portion of Sections 6, 7 and the Heirs of E. Waterman Mill Grant, Section 44, Township 2 North, Range 27 East, Nassau County, Florida, and being more particularly described as follows:

Commence at the Southwest corner of the Heirs of E. Waterman Mill Grant, Section 44, Township 2 North, Range 27 East, Nassau County, Florida; thence on the West line of said Section 44, N 01°11'47" W, a distance of 360.33 feet to a point on the Southerly Right of Way line of State Road No. 200 (A1A) (184 foot Right of Way); thence departing said West line and on said Southerly Right of Way line, N 72°19'01" E, a distance of 3128.70 feet to a point on the Northeasterly Right of Way line of William Burgess Boulevard (100 foot Right of Way) and the Point of Beginning; thence continue on said Southerly Right of Way line, N 72°19'01" E, a distance of 630.14 feet to the Northwest corner of those lands described in Official Record Book 235, Page 514 of the Public Records of Nassau County, Florida; thence departing said Southerly Right of Way line and on the Westerly of said lands, S 17°40'59" E, a distance of 800.00 feet to the Southwest corner of said lands; thence departing said Westerly line and on the Southerly line of said lands, N 72°19'01" E, a distance of 800.00 feet to the Southeast corner of said lands; thence S 17°40'59" E, a distance of 422.53 feet to the beginning of a curve, concave Northeast, having a radius of 781.27 feet and a central angle of 58°58'55"; thence on the arc of said curve a distance of 804.26 feet said arc being subtended by a chord which bears S 47°10'26" E, a distance of 769.22 feet to the northeast corner of Section 6, Township 2 North, Range 27 East, Nassau County, Florida and the curves end; thence on the East line of said Section 6, S 00°39'07" W, a distance of 973.20 feet to the southeast corner of said Section 6 said point also being the Northeast corner of Section 7, Township 2 North, Range 27 East, Nassau County, Florida; thence departing said East line and on the east line of said Section 7, S 00°35'09" E, a distance of 570.02 feet to the a foresaid Northeasterly Right of Way line of William Burgess Boulevard said point also being on a curve, concave Northeast, having a radius of 595.00 feet and a central angle of 47°04'42"; thence departing said East line and on said Northeasterly Right of Way line and on the arc of said curve for the next 8 courses, a distance of 488.89 feet said arc being subtended by a chord which bears N 25°01'39" W, a distance of 475.26 feet to the curves end; thence N 01°29'18" W, a distance of 887.57 feet to the beginning of a curve, concave Southwest, having a radius of 450.00 feet and a central angle of 56°32'45"; thence on the arc of said curve a distance of 444.11 feet said arc being subtended by a chord which bears N 29°45'40" W, a distance of 426.30 feet to the curves end; thence N 58°02'03" W, a distance of 655.42 feet to the beginning of a curve, concave Southwest, having a radius of 725 feet and a central angle of 13°30'21"; thence on the arc of said curve a distance of 170.90 feet said arc being subtended by a chord which bears N 64°47'13" W, a distance of 170.50 feet to the curves end; thence N 71°32'24" W, a distance of 964.03 feet to the beginning of a curve, concave Northeast, having a radius of 255.32 feet and a central angle of 53°48'49"; thence on the arc of said curve a distance of 239.80 feet said arc being subtended by a chord which bears N 44°37'59" W, a distance of 231.09 feet to the curves end; thence N 17°43'35" W, a distance of 230.01 feet to the Point of Beginning.

This instrument was prepared by and upon recording should be returned to:

Jonathan T. Johnson, Esq.
HOPPING GREEN & SAMS, PA
119 South Monroe Street, Suite 300
Tallahassee, Florida 32301

(This space reserved for Clerk)

**MASTER DISCLOSURE OF PUBLIC FINANCING AND MAINTENANCE OF
IMPROVEMENTS TO REAL PROPERTY UNDERTAKEN BY
THE EAST NASSAU STEWARDSHIP DISTRICT**

**Board of Supervisors¹
East Nassau Stewardship District**

Michael Hahaj
Chair

Rob Rancher
Assistant Secretary

Dan Roach
Vice Chair

Bob Rhodes
Assistant Secretary

Max Hord
Assistant Secretary

Wrathell, Hunt and Associates, LLC
District Manager
2300 Glades Road, Suite 410W
Boca Raton, Florida 33431
(561) 571-0070

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¹ This list reflects the composition of the Board of Supervisors as of January 1, 2019. For a current list, please contact the District Manager.

TABLE OF CONTENTS

Introduction.....	1
What is the District and how is it governed?.....	1
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The District is governed by a five-member Board of Supervisors, the members of which must be residents of Florida and citizens of the United States. Within ninety (90) days of the effective date of the Act, members were elected on an at-large basis by the owners of property within the District, each landowner being entitled to one vote for each acre of land with fractions thereof rounded upward to the nearest whole number. The three candidates receiving the highest number of votes were elected to terms which expire on November 17, 2020, and the two candidates receiving the next largest number of votes were elected to terms which expired on

November 20, 2018. At the second landowners' election held in November 2018, the two candidates receiving the largest number of votes were elected to 4-year terms. Subsequently, there shall be an election by landowners for the District every two years on the first Tuesday after the first Monday in November at which supervisors will be elected to serve 4-year terms. Board members shall begin being elected by qualified electors of the District as the District becomes populated with qualified electors based on the following schedule: at 9,000 qualified electors, one governing board member shall be a qualified elector who is elected by qualified electors residing in the District and four members will be elected by landowners; at 18,000 qualified electors the ratio is two-to-three, respectively; at 27,000 qualified electors the ratio is three-to-two, respectively; at 36,000 qualified electors, the ratio is four-to-one, respectively; and at 40,500 qualified electors, all five governing board members shall be persons who are qualified electors who are elected by qualified electors. A "qualified elector" in this instance is any person at least 18 years of age who is a citizen of the United States, a legal resident of Florida and of the District, and who is also registered with the Supervisor of Elections to vote in Nassau County. Notwithstanding the foregoing, if at any time the Board proposes to exercise its ad valorem taxing power, it shall, prior to the exercise of such power, call an election at which all members of the Board shall be qualified electors who are elected by qualified electors of the District.

Board meetings are publicly noticed in accordance with Florida law (i.e. in the local newspaper) and are conducted in a forum open to the public and in which public participation is permitted. Consistent with Florida's public records laws, the records of the District are available for public inspection during normal business hours. Elected members of the Board are similarly bound by the State's open meetings laws and are subject to the same disclosure requirements as other elected officials under the State's ethics laws.

What infrastructure improvements does the District provide and how are the improvements paid for?

The public infrastructure contemplated to support the development program within the District includes, but is not necessarily limited to, roadways (including landscaping and lighting), stormwater management systems (stormwater management facilities, control structures, stormwater conveyance systems), civic use and recreational facilities, environmental features and conservation areas, landscaping, hardscaping, and utility systems. Each of these infrastructure improvements is more fully detailed below. Further information can be obtained from the District's Engineer's Reports on file in the District's public records.

These improvements are authorized under the Act and may be financed in whole or in part through the District's sale of special assessment revenue bonds. Future financing of improvements by the District will be detailed in supplements to this Master Disclosure of Public Financing and Maintenance of Improvements to Real Property Undertaken by the East Nassau Stewardship which shall be recorded over the property subject to a lien of special assessments levied to secure repayment of any series of special assessment revenue bonds issued by the District.

District Infrastructure Improvements

As noted above, the District is authorized to undertake improvements consisting of roadways (including landscaping and lighting), stormwater management systems (stormwater management facilities, control structures, stormwater conveyance systems), civic use and recreational facilities, environmental features and conservation areas, landscaping, hardscaping, and utility systems. Major offsite roads that are to be constructed, extended or widened will continue to be maintained by the appropriate county or state entity. Internal public roads will be maintained by the District if not dedicated to Nassau County, Florida. Certain alleys within the District may be privately financed and subsequently owned and maintained by a property owners' association. Water, sewer and reclaim services will be provided by JEA. The District is located within the franchise area of Florida Power & Light Company ("FPL") for electrical supply. Florida Public Utilities will provide natural gas to the District. Private entities are expected to provide telephone service and cable television to the District.

The District is not authorized to exercise any comprehensive planning, zoning, or development permitting power and all applicable planning and permitting laws, rules, regulations, and policies of Nassau County, Florida control the development of the land to be serviced by the District.

Roadway Improvements

Numerous roads within the District will be constructed concurrent with the development of the land within the District. The roadways will be designed and constructed in accordance with Nassau County standards and specifications. Roads outside the District boundary may be constructed, widened or extended as required to allow for development of the property to comply with local criteria. Rights-of-way for roads inside the District may be acquired by the District. These roadways may include, but are not limited to, mobility roads, local roads, internal subdivision roadways, I-95 interchange, and other roadways affected by the development as may be required by development approval or permit.

Utilities

The District is authorized to construct the potable water, sanitary sewer and reclaim systems necessary to support the District's residents and industrial and commercial activities. Potable water, sewer and reclaim facilities will be designed and constructed to the appropriate standards and specifications, including JEA and the State of Florida. Utilities may include offsite systems (offsite force mains, water mains, pumping facilities and treatment facilities) and onsite systems constructed as part of roadways or subdivisions.

Stormwater Management and Drainage Improvements

The water management/drainage system for the District will be designed and constructed according to St. Johns River Water Management District (SJRWMD) and Nassau County standards as appropriate. System elements may include stormwater management facilities,

swales, piping, control structures, storm inlets, bio swales, etc. Land acquisition for some or all of the system elements is possible. Each portion of the system will be required to be reviewed and approved by the appropriate agency prior to construction.

Landscaping and Hardscape Features

Landscaping and hardscape features will be an integral part of the District infrastructure. Typically, major roadways will be landscaped, irrigated and street lights provided. Development areas and various neighborhoods will have entry features and various hardscape features designed to provide a distinctive look to the community.

Recreation Facilities

Recreation areas throughout the District may include, but not necessarily limited to, County, community and neighborhood parks, ball fields, playground equipment, restrooms, tennis courts, etc., mobility trails, greenways and active recreation amenities.

Assessments, Fees, and Charges

The costs of acquisition or construction of a portion of these infrastructure improvements may be financed by the District through the sale of special assessment revenue bonds. The annual debt service payments, including interest due thereon, are payable solely from and secured by the levy of non-ad valorem or special assessments against lands within the District which benefit from the construction, acquisition, establishment and operation of the District's improvements. The annual debt service obligations of the District which must be defrayed by annual assessments upon each parcel of land or platted lot will depend upon the type of property purchased. Information regarding the maximum annual assessment levels for such bonds may be found in supplements to this Master Disclosure of Public Financing and Maintenance of Improvements to Real Property Undertaken by the East Nassau Stewardship District as recorded over the property subject to the special assessment revenue bonds and special assessments. Interested persons are encouraged to contact the District Manager for information regarding special assessments on a particular lot or parcel of lands. A copy of the District's assessment methodology and assessment roll are available for review in the District's public records.

The District may undertake the construction, acquisition, or installation of other future improvements and facilities, which may be financed by bonds, notes, or other methods authorized by Chapter 2017-206, Laws of Florida. More information can be obtained from the Improvement Plan, as revised, on file with the District.

In addition to the special assessments described above, the District's Board of Supervisors may annually determine and calculate operations and maintenance assessments against all benefited lands in the District. These assessments may also be collected in the same manner as county ad valorem taxes.

Method of Collection

The District's special and maintenance assessments may appear on that portion of the annual real estate tax bill entitled "non-ad valorem assessments," and will be collected by the county tax collector in the same manner as county ad valorem taxes. Each property owner must pay both ad valorem and non-ad valorem assessments at the same time. Property owners will, however, be entitled to the same discounts as provided for ad valorem taxes. As with any tax bill, if all taxes and assessments due are not paid within the prescribed time limit, the tax collector is required to sell tax certificates which, if not timely redeemed, may result in the loss of title to the property.

This description of the East Nassau Stewardship District's operation, services and financing structure is intended to provide assistance to landowners and purchasers concerning the important role that the District plays in providing infrastructure improvements to support development of new communities. If you have questions or would simply like additional information about the District, please write to the District Manager: Wrathell, Hunt and Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431, or call (561) 571-0070.

IN WITNESS WHEREOF, this Disclosure of Public Financing and Maintenance of Improvements to Real Property Undertaken has been executed as of the 5th day of March, 2019, and recorded in the Official Records of Nassau County, Florida.

EAST NASSAU STEWARDSHIP DISTRICT

Michael Hahaj, Chair

Witness

Witness

Print Name

Print Name

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this 5th day of March, 2019, by Michael Hahaj, Chair of the East Nassau Stewardship District, who is personally known to me or who has produced _____ as identification, and did [] or did not [] take the oath.

Notary Public, State of Florida

Print Name: _____

Commission No.: _____

My Commission Expires: _____

Exhibit A: Legal Description

Exhibit A

DRAFT

**EAST NASSAU
STEWARDSHIP DISTRICT**

9

From: [Amy Norsworthy](#)
To: [Craig Wrathell](#); [Daphne Gillyard](#)
Cc: [Mike Hahaj \(michael.hahaj@wildlight.com\)](mailto:michael.hahaj@wildlight.com)
Subject: landscape bids
Date: Tuesday, February 12, 2019 1:57:47 PM
Attachments: [Wildlight ENSD Landscape bid spec sheet 2019 02 12 \(Autosaved\).xlsx](#)
[Wildlight ENSD Landscape bid spec sheet TOP 2 2019 02 12 \(Autosaved\).xlsx](#)

Craig,

We had 6 companies bid on the Wildlight landscape project. The companies were evaluated based on the criteria received from the ENSD and scored as follows:

Company	ENSD Score	All 3 Entities Combined Score
Martex	95.59	96.05
BrightView	95.22	97.93
R&D Landscaping	90.08	90.87
SunState Nursery	84.56	87.73
Coste Verde	44.00	44.00
First Coast Land Care	35.65	36.11

Attached for your review is the final pricing from each company. The ENSD Landscape bid spec sheet has all 6 companies with the breakdown for each. To see the breakdown you need to unhide rows 5-117. However, what is shown is the summary and the ENSD scoring for each company. The second bid spec sheet are the top 2 companies (Martex and BrightView) shown side by side.

Mike and I met with both companies this morning to give them the opportunity to meet Mike and give us any final information before the residential and commercial board meetings on 2/14. Please let me know what information and/or documents you would like to have included in the packet for the ENSD meeting for 2/21.

Thanks,

Amy Norsworthy, CMCA, PCAM

Community Manager

Wildlight Property Associations

123 Tinker Street

Wildlight, FL 32097

Ph: 904-530-1559

www.CCMCnet.com

CCMC

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WILDLIGHT ENTITIES COMBINED
Landscape Maintenance Itemized BIDDERS Form
FINAL BIDS 1/29/2019

SUMMARY
Exterior Landscape Maintenance

	Brightview	R&D Landscape & Irrigation	Sun State Nursery & Landscape	Coste Verde	Martex Services	First Coast Land Care, Inc.
	BrightView ENDS	R&D Landscape & Irrigation ENDS	Sun State Nursery & Landscape ENDS	Coste Verde ENDS	Martex Services ENDS	First Coast Land Care, Inc. ENDS
I - GENERAL REQUIREMENTS	\$	\$	\$	\$	\$	\$
II - TREE MAINTENANCE	\$22,158.00	\$ 27,200.00	\$ 51,235.00	\$ 15,515.00	\$ 30,064.40	\$ 72,275.00
III - SHRUBS, VINES & GROUNDCOVER	\$19,912.00	\$ 27,638.00	\$ 21,290.00	\$ 28,748.00	\$ 20,954.74	\$ 29,000.00
IV - TREE MAINTENANCE	\$4,081.00	\$ 4,434.00	\$ 6,198.00	\$ 3,560.00	\$ 5,793.30	\$ -
V - ANNUAL FLCS OR MAINTENANCE	\$770.00	\$ -	\$ -	\$ -	\$ -	\$ -
VI - GENERAL SITE MAINTENANCE	\$10,300.00	\$ 3,950.00	\$ -	\$ -	\$ 1,560.00	\$ -
VII - PLANT MATERIAL DELIVERY	\$1,071.00	\$ -	\$ -	\$ -	\$ -	\$ -
VIII - IRRIGATION MAINTENANCE	\$2,400.00	\$ 3,900.00	\$ -	\$ -	\$ 1,400.00	\$ -
IX - FERTILIZATION, WEED AND INSECT	\$ -	\$ -	\$ 5,748.00	\$ -	\$ -	\$ -
X - NATIVE NATURAL PLANTS	\$940.00	\$ -	\$ -	\$ -	\$ -	\$ -
XI - WINTER CLEANUP	\$2,000.00	\$ -	\$ -	\$ 1,000.00	\$ 2,800.00	\$ -
XII - WARRANTY	\$ -	\$ -	\$ -	\$ -	\$ no charge	\$ -
TOTAL BID	\$ 64,164.00	\$ 96,896.00	\$ 84,468.00	\$ 49,843.00	\$ 62,662.44	\$ 101,275.00
Budget	\$	\$	\$	\$	\$	\$
max	\$ 92,442.00	\$ 92,442.00	\$ 92,442.00	\$ 92,442.00	\$ 92,442.00	\$ 92,442.00
place/row	\$	\$	\$	\$	\$	\$
Total budget	\$ 92,442.00	\$ 92,442.00	\$ 92,442.00	\$ 92,442.00	\$ 92,442.00	\$ 92,442.00
Service	\$ 28,278.00	\$ 48,448.00	\$ 7,974.00	\$ 43,599.00	\$ 28,779.56	\$ 18,833.00

Comments:

30/60/90 day plan
holiday decorations
partner service
Site design and imaging for projects
licensed arborists
PR & Aeronomy Experts and
other industry leading personnel

Landscape design and enhancement
available upon request

1 Landscape architects onsite
full design capabilities
irrigation department for install &
services

or dead at the commencement of
this agreement will be counted and
a proposal will be delivered to the
Owner for replacement. Any plant
material installed by us will be
marked and warranted for the
period of one (1) year. There is

Martex has a street sweeper/vacuum services for \$75 per
hour. Martex has an Exterior Space Janitorial division
that performs trash detail, site station maintenance,
special event prep, holiday decoration labor (at owners
direction)

in house certified arborist and
registered Landscape architect
Local Nassau County presence allows
for quick reaction time to storm clean-up
or special requests

References
Watermill HOA
Cottage of Oakleaf
Queen's Harbour
Ritz Carlton
Courtney Lakes Apartments

Westridge Estates
Kelly Pointe at Noxitee
JenningsPoint
City of Atlantic Beach
Waterline Condos
Seahawk II Condominiums
Naxos Office Park
Timberlin Park
Sawmill Lakes
Cinnamon Golf & Country Club

Twin Creeks Development Associates
Fossilford Communities
Lennar
IG Homes
Parc Group

No references submitted

Omei Amelia Island Plantation Resort
Amelia Island Plantation Community Association
Cumberland Harbour Property Owners Association

No references provided

	Brightview	R&D Landscape & Irrigation	Sun State Nursery & Landscape	Coste Verde	Martex Services	First Coast Land Care, Inc.
SCORES	5	5	3	2	5	1
2	25	25	20	2	25	5
3	20	30	30	3	30	10
4	20	40	40	4	40	4
5	10	50	50	5	50	0
6	15.22	6	11.56	6	15.99	9.65
Total	95.22	90.00	84.56	44.00	95.99	35.65

WILDLIGHT ENSD
Landscape Maintenance Itemized BIDDERS Form
FINAL BIDS 1/29/2019

Brightview

Martex Services

Category I - General Requirements

ENSD

ENSD

Function	Frequency Per Year	Cost Per Year	Cost Per Year
Supervisor - onsite at all times	ongoing	inc	inc
Onsite supervisor inspections	weekly	inc	inc
License applicator	as needed	inc	inc
Emergency Phone contact list	ongoing	inc	inc
Identify problem area in writing	weekly	inc	inc
Report Emergency Items	immediately	inc	inc
Work hours	7am to 6pm	inc	inc
Notification of chemical applications	3 days prior to application	inc	inc
Employees to be in uniforms	ongoing	inc	inc
Provide maintenance schedule	Ongoing	inc	inc

Category II - Turf Maintenance

Function	Frequency Per Year	Cost per Year	Cost per Year
Mow	42	\$4,359.00	\$19,200.40
Edge (Bed lines)	42	\$5,291.00	included
Edge (Hard lines)	42	\$3,000.00	included
Fertilization	on going	\$4,608.00	\$6,208.00
Aeration	Annually	inc	\$1,940.00
Soil Testing	Annually	inc	included
Ant Control	2 broadcast treatments and spot treatments	inc	\$2,716.00
Insect & Disease Control	on going	inc	included in turf fert cost
Water	on going	inc	n/a
Turf Weed Control	on going	inc	included in turf fert cost
Monofilament Trim	42	\$4,900.00	included in mow cut
		\$22,158.00	\$30,064.40

Category III - Shrubs, Vines, and Ground Cover Maintenance

Function	Frequency Per Year	Cost per Year	Cost per Year
Shrub/Ground Cover Pruning	12	\$6,200.00	\$7,020.76
Vine Pruning	As needed for training	inc	included in shrub prune cost
Fertilization	on going	\$3,072.00	\$1,999.98
PH adjustment	1	inc	inc
Insect and Disease Control	on going	inc	included in shrub fert cost
Water	on going	inc	n/a
Weed Control	on going	\$2,000.00	included
Mulch Application	2 and as needed	\$8,640.00	\$11,904.00
		\$19,912.00	\$20,924.74

Category IV - Tree Maintenance

Function	Frequency Per Year	Cost per Year	Cost per Year
Pruning	As Needed	\$1,050.00	\$2,700.00
Fertilization	As Needed	\$633.00	included in shrub fert cost
PH Adjustment	1	inc	inc
Insect and Disease Control	As Needed	inc	included in shrub fert cost
Water	on going	inc	n/a
Palm Trees	As Needed	\$2,400.00	\$3,093.30
		\$4,083.00	\$5,793.30

Category V - Annuals/Color

Function	Frequency Per Year	Cost per Year	Cost per Year
Rotation of Flowers/Plants	2	\$720.00	\$1.85 per 4" pot
Fertilizing	As needed	inc	inc
Insect and Disease Control	As needed	inc	inc
Water	on going	inc	inc
		\$720.00	\$0.00

Category VI - General Site Maintenance

Function	Frequency Per Year	Cost per Year	Cost per Year
Site Inspections	Daily (Monday - Friday)	inc	inc
Debris Clean up	Daily	inc	inc
Weed Control	As needed	\$5,300.00	inc
Disposal of Debris	Daily	inc	inc
Common Arrear/Pond Cleanup	52	\$2,400.00	inc
Culverts	52	\$2,500.00	inc
Dog Stations - empty	twice per week	not included per email	\$1,560.00
Trash Cans -empty	twice per week	not included per email	included in dog station cost
Severe Weather Cleanup	As needed	time and material basis	time and material
Typcial Weather Cleanup	As needed	inc	inc
		\$10,200.00	\$1,560.00

Category VII - Plant Material Disposal

Function	Frequency Per Year	Cost per Year	Cost per Year
Removal	As needed	\$1,071.00	as needed
Replacement	As needed	plant cost	as needed
		\$1,071.00	\$0.00

Category VIII - Irrigation Maintenance

Function	Frequency Per Year		
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Walkthrough	Monthly	inc	\$1,440.00
Monthly Report	Monthly	\$2,400.00	included
Maintaining Exposed Irrigation Lines	As needed	inc	as needed
Cost for Irrigation labor repair	Per hour	\$45.00	\$45/hr
Cost for Emergency labor repair	Per hour	\$65.00	\$45-\$60/hr
		\$2,400.00	\$1,440.00
Category IX - Fertilization, Weed and Insect Specification Sheet			
Function	Frequency Per Year	Cost per Year	Cost per Year
Manufacturer's Safety Data Sheets	Prior to Spray Application	yes	included
Contractor to Determine the Proper Formu	As needed	yes	as needed
No Materials Enter Ponds or Waterways	On going	yes	on going
		0	0
Category X - Native/Natural Pockets			
Function	Frequency Per Year	Cost per Year	Cost per Year
Pruning	As needed	\$940.00	included in Category III
Weeding	ongoing	inc	included
Invasive Plant Removal	ongoing	inc	included
		\$940.00	\$0.00
Category XI - Winter Clean Up			
Function	Frequency Per Year	Cost per Year	Cost per Year
Clean-up, leaves, debris	Bi-weekly	\$2,680.00	\$2,880.00
		\$2,680.00	\$2,880.00
Category XII - Warranty			
Function	Frequency Per Year	Cost per Year	Cost per Year
Warranty	ongoing	0	no charge
		0	0

SUMMARY
Exterior Landscape Maintenance

	BrightView ENSD	Martex ENSD
I – GENERAL REQUIREMENTS	\$ -	\$ -
II – TURF MAINTENANCE	\$22,158.00	\$ 30,064.40
III – SHRUBS, VINES & GROUND COVER	\$19,912.00	\$ 20,924.74
IV – TREE MAINTENANCE	\$4,083.00	\$ 5,793.30
V – ANNUAL (COLOR) MAINTENANCE	\$720.00	\$ -
VI – GENERAL SITE MAINTENANCE	\$10,200.00	\$ 1,560.00
VII – PLANT MATERIAL DISPOSAL	\$1,071.00	\$ -
VIII – IRRIGATION MAINTENANCE	\$2,400.00	\$ 1,440.00
IX – FERTILIZATION, WEED AND INSECT	\$ -	\$ -
X – NATIVE/NATURAL POCKETS	\$940.00	\$ -
XI – WINTER CLEAN UP	\$2,680.00	\$ 2,880.00
XII - WARRANTY	\$ -	no charge
TOTAL BID	\$ 64,164.00	\$ 62,662.44
Budget		
mtce	\$ 92,442.00	\$ 92,442.00
pinestraw	\$ -	\$ -
Total budget	\$ 92,442.00	\$ 92,442.00
Savings	\$ 28,278.00	\$ 29,779.56

Comments:

30/60/90 day plan	
Holiday decorating	
partner service	In-house certified arborist and
free design and imaging for projects	registered Landscape architect
licensed arborists	Local Nassau County presence allows
Ph'd Agronomy Experts and	for quick reaction time to storm clean-up,
other industry leading personnel	or special requests

- References**
 Watermill HOA
 Cottages of Oakleaf
 Queen's Harbour
 Ritz Carlton
 Courtney Isles Apartments

- References**
 Omni Amelia Island Plantation Resort
 Amelia Island Plantation Community Association
 Cumberland Harbour PropertyOwners Association

	Score	Score
1	5	5
2	25	25
3	20	20
4	20	20
5	10	10
6	15.22	15.59
Total	95.22	95.59

**EAST NASSAU
STEWARDSHIP DISTRICT**

11

**EAST NASSAU STEWARDSHIP DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
DECEMBER 31, 2018**

**EAST NASSAU STEWARDSHIP DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2018**

	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS					
Cash	\$ 320,587	\$ -	\$ -	\$ -	\$ 320,587
Investments					
Reserve	-	-	179,801	-	179,801
Capitized interest	-	-	244,065	-	244,065
Construction	-	-	-	4,696,934	4,696,934
Cost of issuance	-	-	12,770	-	12,770
Due from Landowner	585	-	-	-	585
Due from general fund	-	195,647	-	-	195,647
Due from capital projects fund	266	-	-	-	266
Total assets	<u>\$ 321,438</u>	<u>\$ 195,647</u>	<u>\$ 436,636</u>	<u>\$ 4,696,934</u>	<u>\$ 5,650,655</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	\$ 585	\$ -	\$ -	\$ -	\$ 585
Due to Landowner	3,020	-	49,411	11,759	64,190
Due to general fund	-	-	-	266	266
Due to special revenue fund	195,647	-	-	-	195,647
Landowner advance	6,500	-	-	-	6,500
Total liabilities	<u>205,752</u>	<u>-</u>	<u>49,411</u>	<u>12,025</u>	<u>267,188</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred receipts	585	-	-	-	585
Total deferred inflows of resources	<u>585</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>585</u>
Fund balances:					
Committed					
Debt service	-	-	387,225	-	387,225
Capital projects	-	-	-	4,684,909	4,684,909
Unassigned	115,101	195,647	-	-	310,748
Total fund balances	<u>115,101</u>	<u>195,647</u>	<u>387,225</u>	<u>4,684,909</u>	<u>5,382,882</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 321,438</u>	<u>\$ 195,647</u>	<u>\$ 436,636</u>	<u>\$ 4,696,934</u>	<u>\$ 5,650,655</u>

**EAST NASSAU STEWARDSHIP DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED DECEMBER 31, 2018**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 880	\$ 1,789	\$ 2,391	75%
Assessment levy: off-roll	-	162,108	162,108	100%
Landowner contribution	41,338	41,338	-	N/A
Total revenues	<u>42,218</u>	<u>205,235</u>	<u>164,499</u>	125%
EXPENDITURES				
Professional & administrative				
District engineer	609	1,373	20,000	7%
General counsel	18,609	18,609	50,000	37%
District manager	4,000	12,000	48,000	25%
Debt service fund accounting: master bonds	-	-	7,500	0%
Arbitrage rebate calculation	-	-	750	0%
Audit	-	-	6,500	0%
Postage	124	233	1,000	23%
Printing and binding	83	250	1,000	25%
Insurance - GL, POL	-	10,710	12,000	89%
Legal advertising	177	960	6,000	16%
Miscellaneous- bank charges	26	236	950	25%
Website				
Hosting & maintenance	-	635	750	85%
ADA compliance	-	-	350	0%
Dissemination agent	-	-	1,000	0%
Annual district filing fee	-	175	175	100%
Trustee (related to master bonds)	-	-	8,500	0%
Total professional & administrative	<u>23,628</u>	<u>45,181</u>	<u>164,475</u>	27%
Other fees & charges				
Property appraiser	-	-	12	0%
Tax collector	18	36	12	300%
Total other fees & charges	<u>18</u>	<u>36</u>	<u>24</u>	150%
Total expenditures	<u>23,646</u>	<u>45,217</u>	<u>164,499</u>	27%
Excess/(deficiency) of revenues over/(under) expenditures	18,572	160,018	-	
Fund balances - beginning	96,529	(44,917)	(200)	
Fund balances - ending	<u>\$ 115,101</u>	<u>\$ 115,101</u>	<u>\$ (200)</u>	

**EAST NASSAU STEWARDSHIP DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
SPECIAL REVENUE FUND
FOR THE PERIOD ENDED DECEMBER 31, 2018**

	Current Month	Year to Date	Budget	% of Budget
REVENUES				
Assessment levy: on-roll - net	\$ 19,080	\$ 38,770	\$ 51,876	75%
Assessment levy: off-roll	157,652	157,652	157,652	100%
Total revenues	<u>176,732</u>	<u>196,422</u>	<u>209,528</u>	94%
EXPENDITURES				
Field operations				
Field operations	-	-	9,000	0%
Administration and accounting	-	-	2,500	0%
Wetland and conservation maintenance	-	-	5,250	0%
Landscape	-	-	92,422	0%
Lake maintenance	-	-	5,784	0%
Pest control	-	-	3,000	0%
Street cleaning	-	-	9,000	0%
Street light lease	-	-	17,550	0%
Repairs & maintenance	-	-	13,676	0%
Electricity	-	-	4,248	0%
Irrigation (potable)	-	-	27,694	0%
Landscape replacement	-	-	9,242	0%
Parts & supplies	-	-	3,000	0%
Insurance	-	-	5,000	0%
Total expenditures	<u>-</u>	<u>-</u>	<u>207,366</u>	0%
Other fees & charges				
Property appraiser	-	-	1,081	0%
Tax collector	381	775	1,081	72%
Total other fees & charges	<u>381</u>	<u>775</u>	<u>2,162</u>	36%
Total expenditures	<u>381</u>	<u>775</u>	<u>209,528</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	176,351	195,647	-	
Fund balances - beginning	19,296	-	-	
Fund balances - ending	<u>\$ 195,647</u>	<u>\$ 195,647</u>	<u>\$ -</u>	

**EAST NASSAU STEWARDSHIP DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2018
FOR THE PERIOD ENDED DECEMBER 31, 2018**

	Current Month	Year To Date
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Debt service		
Cost of issuance	217,230	217,230
Underwriter's discount	<u>109,200</u>	<u>109,200</u>
Total debt service	<u>326,430</u>	<u>326,430</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 (326,430)	 (326,430)
 OTHER FINANCING SOURCES/(USES)		
Bond proceeds	<u>763,066</u>	<u>763,066</u>
Total other financing sources	<u>763,066</u>	<u>763,066</u>
Net change in fund balances	436,636	436,636
Fund balances - beginning	<u>(49,411)</u>	<u>(49,411)</u>
Fund balances - ending	<u>\$ 387,225</u>	<u>\$ 387,225</u>

**EAST NASSAU STEWARDSHIP DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND SERIES 2018
FOR THE PERIOD ENDED DECEMBER 31, 2018**

	Current Month	Year To Date
REVENUES	\$ -	\$ -
Total revenues	-	-
 EXPENDITURES		
Capital outlay	-	266
Total expenditures	-	266
 Excess/(deficiency) of revenues over/(under) expenditures	-	(266)
 OTHER FINANCING SOURCES/(USES)		
Bond proceeds	4,696,934	4,696,934
Total other financing sources/(uses)	4,696,934	4,696,934
 Net change in fund balances	4,696,934	4,696,668
Fund balances - beginning	(12,025)	(11,759)
Fund balances - ending	\$ 4,684,909	\$ 4,684,909

**EAST NASSAU
STEWARDSHIP DISTRICT**

12

DRAFT

**MINUTES OF MEETING
EAST NASSAU STEWARDSHIP DISTRICT**

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The Board of Supervisors of the East Nassau Stewardship District held a regular meeting on January 17, 2019, at 10:00 a.m., in the Nassau Room (T0126), Building T, 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 (via telephone)	Assistant Secretary
Max Hord	Assistant Secretary
Rob Fancher	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Cindy Cerbone	Wrathell, Hunt and Associates, LLC
Christine Cardelle	Wrathell, Hunt and Associates, LLC
Jonathan Johnson (via telephone)	District Counsel
Sarah Warren	Hopping, Green & Sams, P.A.
Zach Brecht	District Engineer
Amy Norsworthy	CCMC

FIRST ORDER OF BUSINESS

Call to Order

Mr. Wrathell called the meeting to order at 10:01 a.m.

SECOND ORDER OF BUSINESS

Roll Call

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

THIRD ORDER OF BUSINESS

Chairman's Opening Remarks

38 Mr. Hahaj welcomed everyone to the meeting. He stated that a lot of activity was
39 occurring at Wildlight and suggested touring it after the meeting, as several commercial
40 buildings broke ground.

41

42 **FOURTH ORDER OF BUSINESS**

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

43

44

45 There being no public comments, the next item followed.

46

47 **FIFTH ORDER OF BUSINESS**

**Consideration of Fiscal Year 2018-2019
Budget Deficit Funding Agreement**

48

49

50 Mr. Wrathell provided an overview of the Fiscal Year 2018-2019 Budget Deficit Funding
51 Agreement. This is a mechanism that the District could implement if the Fiscal Year 2019
52 operating expenditures exceed budget. It would allow for the Landowner to fund the deficit;
53 however, he expected expenses to be at or below budget.

54 **Mr. Johnson joined the meeting at 10:03 a.m., via telephone.**

55 Mr. Wrathell stated that Ms. Norsworthy was currently obtaining bids for maintenance
56 projects that will be coming online.

57 Mr. Wrathell stated that, if expenditures exceed budget, the District, along with the
58 Landowner, if they wished, could levy a special assessment on the property and collect
59 payments.

60 **Mr. Rhodes joined the meeting at 10:04 a.m., via telephone.**

61 A Board Member asked if the Funding Agreement was for protection, should expenses
62 exceed budget. Ms. Warren stated that, through the Agreement, the Landowner would cover
63 the difference between the amount of assessments collected to fund the budget and the actual
64 expenditures.

65

66 **On MOTION by Mr. Roach and seconded by Mr. Hahaj, with all in favor, the**
67 **Fiscal Year 2018-2019 Budget Deficit Funding Agreement, as presented, was**
68 **approved.**

69

70

71 **SIXTH ORDER OF BUSINESS**

Consideration of Disclosure of Public Finance – Series 2018 (to be provided under separate cover)

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This item was deferred to the next meeting.

76 Ms. Warren stated it was necessary to record the Disclosure of Public Finance – Series
77 2018 document in the public records. The purpose is to put affected purchasers on notice of
78 the type of improvements that are being funded with bond proceeds. The document would be
79 presented in final form at the next meeting.

80

81 **SEVENTH ORDER OF BUSINESS**

Approval of Unaudited Financial Statements as of November 30, 2018

82
83
84

Mr. Wrathell presented the Unaudited Financial Statements as of November 30, 2018.
85 The bonds will be reflected in the next unaudited financial statements, since they were just
86 issued in December.

87

On MOTION by Mr. Roach and seconded by Mr. Hord, with all in favor, the Unaudited Financial Statements as of November 30, 2018, were approved.

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92 **EIGHTH ORDER OF BUSINESS**

Consideration of December 12, 2018 Regular Meeting Minutes

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95

Mr. Wrathell presented the December 12, 2018 Regular Meeting Minutes.

96 The following changes were made:

97 Line 32: Insert “, Fancher” after “Rhodes”

98 Lines 118 and 119: Change “blank line” to “Wrathell”

99 Line 160: Change “A Board Member” to “Mr. Hahaj”

100

On MOTION by Mr. Roach and seconded by Mr. Fancher, with all in favor, the December 12, 2018 Regular Meeting Minutes, as amended, were approved.

101
102
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104

105 **NINTH ORDER OF BUSINESS**

Staff Reports

106

107 **A. District Counsel: *Hopping Green & Sam, P.A.***108 • **Status Report on Legislative and Other Matters**

109 Ms. Warren stated that she or Mr. Johnson discussed the items to be presented with
110 each Board Member, individually, earlier in the week, and answered any questions.

111 Ms. Warren stated on January 3, 2019, the County submitted proposed Amendments to
112 the District's Special Act to the Legislature Delegation for Nassau County, requesting they file a
113 bill during the Legislature Session being held the same day. Because of time constraints, the
114 Chair authorized District Counsel to engage members of its legislative team to attend the
115 delegation meeting to voice the District's opposition to the proposed amendments and to
116 continue working on this matter as it moves forward.

117

118 **On MOTION by Mr. Roach and seconded by Mr. Hord, with all in favor, the**
119 **Chair's previously taken action in authorizing District Counsel to engage**
120 **members of its legislative team to attend the Florida Legislative Delegation**
121 **meeting to voice the District's opposition to the County's proposed**
122 **amendments and to continue working on this matter as it moves forward, was**
123 **ratified.**

124

125

126 Ms. Warren stated, as discussed previously with individual Board Members, Nassau
127 County, Florida (County) filed of a Motion to Dismiss in response to the complaint filed against
128 the County by Raydient LLC et al. (Raydient) a few months ago. Based on the points made in
129 the response, she recommended the District intervene in this litigation to protect the specific
130 interests of the District

131

132 **On MOTION by Mr. Roach and seconded by Mr. Hahaj, with all in favor,**
133 **authorizing District Counsel to prepare a Motion to Intervene in Raydient LLC**
134 **et al. vs. Nassau County, Florida litigation and continue intervening and moving**
135 **forward in this litigation, was approved.**

136

137

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

139 There being nothing to report, the next item followed.

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

- 141 • **NEXT MEETING: February 21, 2019 at 10:00 A.M.**

142 The next meeting will be held on February 21, 2019 at 10:00 a.m.

143

144 **TENTH ORDER OF BUSINESS** **Board Members' Comments/Requests**

145

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

147

148 **ELEVENTH ORDER OF BUSINESS** **Public Comments**

149

150 There being no public comments, the next item followed.

151

152 **TWELFTH ORDER OF BUSINESS** **Adjournment**

153

154 There being nothing further to discuss, the meeting adjourned.

155

156 **On MOTION by Mr. Hahaj and seconded by Mr. Fancher, with all in favor, the**
157 **meeting adjourned at 10:16 a.m.**

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

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Secretary/Assistant Secretary

Chair/Vice Chair

**EAST NASSAU
STEWARDSHIP DISTRICT**

13C

**EAST NASSAU STEWARDSHIP DISTRICT
BOARD OF SUPERVISORS
FISCAL YEAR 2018/2019 MEETING DATES**

The Board of Supervisors of the East Nassau Stewardship District will hold their regular meetings for Fiscal Year 2018/2019 at Florida State College, Nassau Center, 76346 William Burgess Boulevard, Yulee, Florida 32097 on the third Thursday at 10:00 a.m., unless otherwise indicated, as follows:

October 18, 2018
November 6, 2018 (*Landowners' Meeting*)
November 15, 2018
December 12, 2018
January 17, 2019
February 21, 2019 (*cancelled*)
March 21, 2019
April 18, 2019
May 16, 2019
June 20, 2019
July 18, 2019
August 15, 2019
September 19, 2019

The meetings are open to the public and will be conducted in accordance with the provision of Florida law. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Wrathell, Hunt & Associates, LLC, 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431 or by calling (561) 571-0010.

There may be occasions when one or more Supervisors or staff will participate by telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (561) 571-0010 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at the meeting with respect to any matter considered at the meeting is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager