

**EAST NASSAU  
STEWARDSHIP DISTRICT**

**REGULAR MEETING  
AGENDA**

**April 18, 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**

April 11, 2019

Board of Supervisors  
East Nassau Stewardship District

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

Dear Board Members:

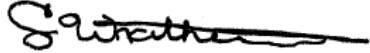
The Board of Supervisors of the East Nassau Stewardship District will hold a regular meeting on April 18, 2019 at 10:00 a.m., in the Nassau Room (T0126), Building T, at Florida State College, Nassau Center, 76346 William Burgess Boulevard, Yulee, Florida 32097. The agenda is as follows:

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. Acceptance of Unaudited Financial Statements as of February 28, 2019
9. 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: May 16, 2019 at 10:00 A.M.
10. Board Members' Comments/Requests
11. Public Comments

12. 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**

**EAST NASSAU STEWARDSHIP DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
FEBRUARY 28, 2019**

**EAST NASSAU STEWARDSHIP DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
FEBRUARY 28, 2019**

	General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
<b>ASSETS</b>					
Cash	\$ 299,894	\$ -	\$ -	\$ -	\$ 299,894
Investments					
Reserve	-	-	180,292	-	180,292
Capitalize interest	-	-	244,731	-	244,731
Construction	-	-	-	4,709,748	4,709,748
Cost of issuance	-	-	2,829	-	2,829
Due from general fund	-	196,048	-	-	196,048
Due from capital projects fund	266	-	-	-	266
Total assets	<u>\$ 300,160</u>	<u>\$ 196,048</u>	<u>\$ 427,852</u>	<u>\$ 4,709,748</u>	<u>\$ 5,633,808</u>
<b>LIABILITIES AND FUND BALANCES</b>					
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	196,048	-	-	-	196,048
Landowner advance	6,500	-	-	-	6,500
Total liabilities	<u>206,153</u>	<u>-</u>	<u>49,411</u>	<u>12,025</u>	<u>267,589</u>
Fund balances:					
Committed					
Debt service	-	-	378,441	-	378,441
Capital projects	-	-	-	4,697,723	4,697,723
Unassigned	94,007	196,048	-	-	290,055
Total fund balances	<u>94,007</u>	<u>196,048</u>	<u>378,441</u>	<u>4,697,723</u>	<u>5,366,219</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 300,160</u>	<u>\$ 196,048</u>	<u>\$ 427,852</u>	<u>\$ 4,709,748</u>	<u>\$ 5,633,808</u>

**EAST NASSAU STEWARDSHIP DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED FEBRUARY 28, 2019**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll - net	\$ 6	\$ 1,809	\$ 2,391	76%
Assessment levy: off-roll	-	162,108	162,108	100%
Landowner contribution	-	41,922	-	N/A
Total revenues	<u>6</u>	<u>205,839</u>	<u>164,499</u>	125%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
District engineer	-	2,591	20,000	13%
General counsel	-	28,842	50,000	58%
District manager	4,000	20,000	48,000	42%
Debt service fund accounting: master bonds	833	1,667	7,500	22%
Arbitrage rebate calculation	-	-	750	0%
Audit	-	-	6,500	0%
Postage	-	285	1,000	29%
Printing and binding	83	417	1,000	42%
Insurance - GL, POL	-	10,710	12,000	89%
Legal advertising	-	960	6,000	16%
Miscellaneous- bank charges	-	236	950	25%
Website				
Hosting & maintenance	-	635	750	85%
ADA compliance	-	139	350	40%
Dissemination agent	111	222	1,000	22%
Annual district filing fee	-	175	175	100%
Trustee (related to master bonds)	-	-	8,500	0%
Total professional & administrative	<u>5,027</u>	<u>66,879</u>	<u>164,475</u>	41%
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	12	0%
Tax collector	-	36	12	300%
Total other fees & charges	<u>-</u>	<u>36</u>	<u>24</u>	150%
Total expenditures	<u>5,027</u>	<u>66,915</u>	<u>164,499</u>	41%
Excess/(deficiency) of revenues over/(under) expenditures	(5,021)	138,924	-	
Fund balances - beginning	99,028	(44,917)	(200)	
Fund balances - ending	<u>\$ 94,007</u>	<u>\$ 94,007</u>	<u>\$ (200)</u>	

**EAST NASSAU STEWARDSHIP DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
SPECIAL REVENUE FUND  
FOR THE PERIOD ENDED FEBRUARY 28, 2019**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll - net	\$ 166	\$ 39,179	\$ 51,876	76%
Assessment levy: off-roll	-	157,652	157,652	100%
Total revenues	<u>166</u>	<u>196,831</u>	<u>209,528</u>	94%
<b>EXPENDITURES</b>				
<b>Field operations</b>				
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%
<b>Other fees &amp; charges</b>				
Property appraiser	-	-	1,081	0%
Tax collector	3	783	1,081	72%
Total other fees & charges	<u>3</u>	<u>783</u>	<u>2,162</u>	36%
Total expenditures	<u>3</u>	<u>783</u>	<u>209,528</u>	0%
Excess/(deficiency) of revenues over/(under) expenditures	163	196,048	-	
Fund balances - beginning	195,885	-	-	
Fund balances - ending	<u>\$ 196,048</u>	<u>\$ 196,048</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 FEBRUARY 28, 2019**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 751	\$ 1,191
Total revenues	751	1,191
<b>EXPENDITURES</b>		
<b>Debt service</b>		
Cost of issuance	9,975	227,205
Underwriter's discount	-	109,200
Total debt service	9,975	336,405
Excess/(deficiency) of revenues over/(under) expenditures	(9,224)	(335,214)
<b>OTHER FINANCING SOURCES/(USES)</b>		
Bond proceeds	-	763,066
Total other financing sources	-	763,066
Net change in fund balances	(9,224)	427,852
Fund balances - beginning	387,665	(49,411)
Fund balances - ending	\$ 378,441	\$ 378,441

**EAST NASSAU STEWARDSHIP DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2018  
FOR THE PERIOD ENDED FEBRUARY 28, 2019**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 8,084	\$ 12,814
Total revenues	8,084	12,814
<b>EXPENDITURES</b>		
Capital outlay	-	266
Total expenditures	-	266
Excess/(deficiency) of revenues over/(under) expenditures	8,084	12,548
<b>OTHER FINANCING SOURCES/(USES)</b>		
Bond proceeds	-	4,696,934
Total other financing sources/(uses)	-	4,696,934
Net change in fund balances	8,084	4,709,482
Fund balances - beginning	4,689,639	(11,759)
Fund balances - ending	\$ 4,697,723	\$ 4,697,723

**EAST NASSAU  
STEWARDSHIP DISTRICT**

**9C**

**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 ( *canceled*)  
March 21, 2019 ( *canceled*)  
March 29, 2019 at 2:00 PM  
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