

**MINUTES OF MEETING
EAST NASSAU STEWARDSHIP DISTRICT**

The Board of Supervisors of the East Nassau Stewardship District held multiple Public Hearings and a Regular Meeting on August 15, 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 (via telephone)	Chair
Dan Roach	Vice Chair
Bob Rhodes	Assistant Secretary
Max Hord	Assistant Secretary
Rob Fancher	Assistant Secretary

Also present were:

Craig Wrathell	District Manager
Jonathan Johnson (via telephone)	District Counsel
Zach Brecht	District Engineer
Amy Norsworthy	CCMC
John Stack	Public

FIRST ORDER OF BUSINESS

Call to Order

Mr. Wrathell called the meeting to order at 10:03 a.m.

SECOND ORDER OF BUSINESS

Roll Call

Supervisors Roach, Fancher, Hord and Rhodes were present, in person. Supervisor Hahaj was attending via telephone.

THIRD ORDER OF BUSINESS

Chairman's Opening Remarks

Mr. Hahaj appreciated everybody's attendance and allowing him to attend via telephone.

FOURTH ORDER OF BUSINESS

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

There were no public comments.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2019-08, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2019/2020 and Providing for an Effective Date

This item was presented following the Sixth Order of Business.

SIXTH ORDER OF BUSINESS

Public Hearing on Adoption of Fiscal Year 2019/2020 Budget

A. Proof/Affidavit of Publication

The proof of publication was included for informational purposes.

B. Consideration of Resolution 2019-09, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020; Authorizing Budget Amendments; and Providing an Effective Date

Mr. Wrathell stated Resolution 2019-09 would be revised so the appropriation figures coincide with the Fiscal Year 2020 budget, which would be adopted today. Subsequent to the last meeting, changes were made in the Special Revenue Fund Budget in which the "Field operations" line item increased and the "Landscape" line item was reduced to offset that increase and keep the budget total unchanged. Building a three month operating reserve was recommended to cover expenses until receipt of assessment revenues from the Tax Collector.

Mr. Rhodes asked what "Wetland and conservation maintenance" work was being performed. Ms. Norsworthy stated, at the moment, it was minimal work, such as cleaning around the perimeters; she was waiting for the Developer to submit a complete Maintenance Plan for the wetlands. Mr. Hahaj stated a Conservation Habitat Network plan (CHN) was being created, which outlines St. Johns' permits, CHN easements, etc., and protocol for the District to follow in managing these areas; this would be presented before the end of the year.

Mr. Wrathell stated, in relation to operations and because the District and HOA share irrigation meters, Ms. Norsworthy, an employee of CCMC, the Property Manager for the Associations, was working with Mr. Brecht and Staff to calculate a ratio of estimated water

usage and an Agreement so that the District can reimburse the HOA for the costs; she would present a proposal to engage CCMC as the District’s Operations Manager.

The following changes were made to Resolution 2019-09:

Page 2, “General Revenue Fund”: Change “\$254,561” to “\$254,400”

Page 2, “Special Revenue Funds”: Change “\$250,321” to “\$245,011”

Page 2, “Debt Service Funds”: Change “\$365,334” to “\$364,165”

Page 2, “Total All Funds”: Change “\$870,216” to “\$863,576”

Page 2: Change “Total All Funds” to “Total All Funds*” and add footnote “Includes 4% discount.”

The followings changes were made to the Fiscal Year 2020 budget:

Page 4, “Actual through 03/01/2019” column: Change “3/01/2019” to 3/31/2019”

Pages 9 through 12 “FY 2020 O&M” column: Change “FY 2020 O&M” to “FY 2020 Admin”

Pages 9 through 12: Insert footnote “Includes 4% discount.”

On MOTION by Mr. Rhodes and seconded by Mr. Hord, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Roach and seconded by Mr. Rhodes, with all in favor, the Public Hearing was closed.

On MOTION by Mr. Rhodes and seconded by Mr. Hord, with all in favor, Resolution 2019-09, as amended, Relating to the Annual Appropriations and Adopting the Budget for the Fiscal Year Beginning October 1, 2019, and Ending September 30, 2020, as amended; Authorizing Budget Amendments; and Providing an Effective Date, was adopted.

- **Consideration of Resolution 2019-08, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2019/2020 and Providing for an Effective Date**

This item, previously the Fifth Order of Business, was presented out of order.

Mr. Wrathell presented Resolution 2019-08.

On MOTION by Mr. Roach and seconded by Mr. Fancher, with all in favor, Resolution 2019-08, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2019/2020 and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing to Hear Comments and Objections on the Imposition of Maintenance and Operation Assessments to Fund the Budget for Fiscal Year 2019/2020, Pursuant to Florida Law

A. Proof/Affidavit of Publication

The proof of publication was included for informational purposes.

B. Mailed Notice(s) to Property Owner(s)

A copy of the Mailed Notice was included for informational purposes.

C. Consideration of Resolution 2019-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2019/2020; Providing for the Collection and Enforcement of Special Assessments; Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date

On MOTION by Mr. Rhodes and seconded by Mr. Roach, with all in favor, the Public Hearing was opened.

No members of the public spoke.

On MOTION by Mr. Roach and seconded by Mr. Rhodes, with all in favor, the Public Hearing was closed.

In response to a request, future Mailed Notices and associated exhibits would define "GF" as "General Fund" and "SRF" as "Special Revenue Fund #1"

On MOTION by Mr. Rhodes and seconded by Mr. Hord, with all in favor, Resolution 2019-10, Making a Determination of Benefit and Imposing Special Assessments for Fiscal Year 2019/2020; Providing for the Collection and Enforcement of Special Assessments; Including But Not Limited to Penalties and Interest Thereon; Certifying an Assessment Roll; Providing for Amendments to the Assessment Roll; Providing a Severability Clause; and Providing an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

Discussion: Street Lighting

Mr. Hahaj stated the purpose of this item was to discuss conveyance and whether a new lease with FPL must be executed for the street lights along the roadways and other areas within Wildlight Phase 1. Ms. Norsworthy stated the entities that the streetlights would be conveyed to were defined; legal was working with FPL to split them to execute new leases.

NINTH ORDER OF BUSINESS

Discussion: Trail System

Mr. Hahaj stated Ms. Sarah Warren indicated that the Developer was looking into implementing a trail system within the boundaries of the District and extending outside the boundary of Wildlight Phase 1, but in the Central Planning Area of the Detailed Specific Area Plans (DSAP), for resident and public use. Further discussions were necessary to determine the most efficient and flexible way to get it operational and to the District, knowing the trails would change as the area is developed. Other Stewardship Districts were being researched to look at precedent as to how this was accomplished.

Mr. Johnson stated that the District must ensure it stays within the confines of the Special Act, as it looks towards implementing the trial systems. Mr. Hahaj stated the Developer would like to have the trail systems operational by year end, if possible.

TENTH ORDER OF BUSINESS

Discussion: Conveyance of Lift Station Located Along William Burgess and South of SR200/A1A

Mr. Wrathell stated the next two agenda items were related to conveying assets over to the District and, since these improvements were in the Engineer's Report, it was not necessary to bring them before the Board; however, he would continue to provide updates when the improvements are conveyed. Mr. Johnson concurred and stated that, since the Board already

approved the Acquisition Agreement and as long as the improvements are within the parameters of the approval, it was not necessary to present each to the Board.

Mr. Hahaj stated that the two conveyances were within the context of the Engineer’s Report. He discussed the surrounding projects that were nearing completion. In response to the invitation from Nassau County Commissioner Justin Taylor to meet with representatives of the Developer and the District on August 27th to discuss “all issues”, a preparation meeting with Mr. Gary Hunter was scheduled. Mr. Johnson stated that the Commissioner’s meeting would be in lieu of the County proceeding with the Motion to Dismiss that was filed in the litigation; the County postponed consideration of their Motion pending this meeting.

ELEVENTH ORDER OF BUSINESS

Discussion: Conveyance of Stormwater Pond Located South of Curiosity Avenue near Wildlight Elementary School

This item was presented in conjunction with the Tenth Order of Business.

TWELFTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2019

Mr. Wrathell presented the Unaudited Financial Statements as of June 30, 2019.

On MOTION by Mr. Fancher and seconded by Mr. Hord, with all in favor, the Unaudited Financial Statements as of June 30, 2019, were accepted.

THIRTEENTH ORDER OF BUSINESS

Approval of June 20, 2019 Regular Meeting Minutes

Mr. Wrathell presented the June 20, 2019 Regular Meeting Minutes.

On MOTION by Mr. Roach and seconded by Mr. Rhodes, with all in favor, the June 20, 2019 Regular Meeting Minutes, as presented, were approved.

FOURTEENTH ORDER OF BUSINESS

Staff Reports

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

Mr. Johnson stated he would present revised versions of the District’s Policies and Rules of Procedure at the next meeting; the changes were based on statutory changes from the last legislative session. Mr. Wrathell commended Hopping Green & Sams, P.A. (HG&S) for helping structure the verbiage of Amendment 12, in a way that does not cause problems for special districts. Mr. Johnson stated the changes adopted by the Commission on Ethics revised the intent language that helps Districts; HG&S continues to work on the next phase of implementation of the Rule and legislation that would be considered next year as mandated. Mr. Wrathell stated the verbiage of concern was related to Board Members receiving disproportionate benefits as an employee of the Landowner, Developer or the entity itself.

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

There being no report, the next item followed.

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

- **NEXT MEETING DATE: September 19, 2019 at 10:00 A.M.**

The next meeting would be held on September 19, 2019 at 10:00 a.m.; if not cancelled.

FIFTEENTH ORDER OF BUSINESS

Board Members’ Comments/Requests

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

SIXTEENTH ORDER OF BUSINESS

Public Comments

Mr. John Stack, a resident at 67128 Greg Dyal Court, Yulee, Florida, stated that his comments were personal and not as one holding a Board seat on Nassau County’s Chamber of Commerce or the County’s Planning and Zoning Division. He stated that the Board of the Planning and Zoning division intends to work with Staff over the next six months to review and rewrite the County’s Development procedures and suggested seeing if a Wildlight resident was interested in getting involved and being appointed to the County Planning and Zoning Board.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned.

On MOTION by Mr. Roach and seconded by Mr. Rhodes, with all in favor, the meeting adjourned at 11:10 a.m.



Secretary/Assistant Secretary



Chair/Vice Chair