

**MINUTES OF MEETING
EAST NASSAU STEWARDSHIP DISTRICT**

The Governing Board of the East Nassau Stewardship District held a Regular Meeting on June 17, 2021 at 10:00 a.m., at the Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034.

Present were:

Mike Hahaj
Janet Price
Max Hord

Chair
Assistant Secretary
Assistant Secretary

Also present were:

Craig Wrathell
Sarah Warren (via telephone)
Zach Brecht
Amy Norsworthy
Sete Zare (via telephone)

District Manager
District Counsel
District Engineer
Field Operations Manager
MBS Capital Markets (MBS)

FIRST ORDER OF BUSINESS

Call to Order

Mr. Wrathell called the meeting to order at 10:02 a.m.

SECOND ORDER OF BUSINESS

Roll Call

Supervisors Hahaj, Price and Hord were present, in person. Supervisors Roach and Fancher were not present.

THIRD ORDER OF BUSINESS

Chairman's Opening Remarks

Mr. Hahaj thanked all present for attending today's meeting and thanked Ms. Price, especially, for serving on the Board, as this would be her last meeting.

FOURTH ORDER OF BUSINESS

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

There were no public comments.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2021-09, Approving Proposed Budgets for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Wrathell presented Resolution 2021-05. He reviewed the proposed Fiscal Year 2022 budget, highlighting any line item increases, decreases and adjustments, compared to the Fiscal Year 2021 budget, and explained the reasons for any adjustments.

Mr. Hahaj voiced his opinion that the \$90,000 “Legal: litigation” amount, on Pages 1 and 2, was inflated based on the Fiscal Year 2021 expense.

The following change was made:

Pages 1 and 2, “Legal: litigation”: Change “90,000” to “40,000”

Mr. Hahaj asked if the bond issuance costs could be moved from the General Fund to the Special Revenue Fund. Mr. Wrathell stated that made sense; however, doing so would result in an increase to the Special Revenue Fund assessments and a decrease to the Administrative assessments so Mailed Notices to the property owners must be sent advising that expenses are being moved from one section of the budget to another.

The following changes were made:

Move “Debt service fund accounting: series 2018” from General Fund to Special Revenue Fund

Move “Debt service fund accounting: series 2021” from General Fund to Special Revenue Fund

Move “Arbitrage rebate calculation” from General Fund to Special Revenue Fund

Move “Trustee (series 2018 bonds)” from General Fund to Special Revenue Fund

Move “Trustee (series 2021 bonds)” from General Fund to Special Revenue Fund

Move “Dissemination agent” from General Fund to Special Revenue Fund

Mr. Hord noted duplicate entries related to “Debt service fund accounting: series 20182” at \$7,500 and “Trustee (series 2018 bonds)” at \$4,000; any necessary changes would be made.

The following change was made:

Page 5, “Street light lease”: Change “at an annual cost of \$390 annually” to “at an annual cost of \$390 per streetlight.”

Ms. Norsworthy stated the Lake maintenance amount should be updated as more ponds would be added.

The following change was made:

Pages 4 and 5, “Lake maintenance”: Change “\$16,732” to “\$18,000”

An updated proposed Fiscal Year 2022 budget would be emailed to Mr. Hahaj.

On MOTION by Ms. Price and seconded by Mr. Hord, with all in favor, Resolution 2021-09, Approving Proposed Budgets for Fiscal Year 2021/2022, as amended, and Setting a Public Hearing Thereon Pursuant to Florida Law for August 19, 2021 at 10:00 a.m., at the Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2021-10, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date

Mr. Wrathell presented Resolution 2021-10.

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, the Resolution 2021-10, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

Presentation of Audited Annual Financial Report for Fiscal Year Ended September 30, 2020, Prepared by Berger, Toombs, Elam, Gaines & Frank

Mr. Wrathell presented the Audited Annual Financial Report for Fiscal Year Ended September 30, 2020 and noted the pertinent information found on each page. There were no findings, recommendations, deficiencies on internal control or instances of non-compliance; it was a clean audit.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2021-11, Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020

Mr. Wrathell presented Resolution 2021-11.

On MOTION by Mr. Hord and seconded by Ms. Price, with all in favor, Resolution 2021-11, Accepting the Audited Annual Financial Report for the Fiscal Year Ended September 30, 2020, was adopted.

NINTH ORDER OF BUSINESS

Ratification of FPL LED Streetlight Agreement for Wildlight 1C-2

Mr. Wrathell presented the Florida Power & Light (FPL) LED Streetlight Agreement for Wildlight 1C-2. The Agreement was previously approved and executed by the Board Chair.

On MOTION by Ms. Price and seconded by Mr. Hord, the FPL LED Streetlight Agreement for Wildlight 1C-2, was ratified.

TENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of April 30, 2021

Mr. Wrathell presented the Unaudited Financial Statements as of April 30, 2021.

On MOTION by Mr. Hord and seconded by Ms. Price, with all in favor, the Unaudited Financial Statements as of April 30, 2021, were accepted.

ELEVENTH ORDER OF BUSINESS

Approval of Minutes

A. April 15, 2021 Public Hearings and Regular Meeting

Mr. Wrathell presented the April 15, 2021 Public Hearings and Regular Meeting Minutes.

On MOTION by Ms. Price and seconded by Mr. Hahaj, with all in favor, the April 15, 2021 Public Hearings and Regular Meeting Minutes, as presented, were approved.

B. April 27, 2021 Continued Regular Meeting

Mr. Wrathell presented the April 27, Continued Regular Meeting Minutes.

On MOTION by Ms. Price and seconded by Mr. Hahaj with all in favor, the April 27, 2021 Continued Regular Meeting Minutes, as presented, were approved.

TWELFTH ORDER OF BUSINESS

Staff Reports

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

Ms. Warren recommended that the Board authorize assignment of the Phase II Master Infrastructure Construction Contract.

On MOTION by Ms. Price and seconded by Mr. Hord with all in favor, authorizing assignment of the Phase II Master Infrastructure Construction Contract to the District and authorizing the Chair and Vice Chair to execute, was approved.

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

There was no report.

C. Field Operations: CCMC

- **Operations Report**

The Operations Report was included for informational purposes.

Ms. Price asked if the contract for Greenery Inc., should be approved prior to the next meeting, since Martex was sold to Greenery Inc. Ms. Warren stated it was not necessary to have a formal approval of the Agreement because there are no contractual changes.

D. District Manager: Wrathell, Hunt and Associates, LLC

- **NEXT MEETING DATE: July 15, 2021 at 10:00 A.M.**

- **QUORUM CHECK**

The next meeting will be held on July 15, 2021 at 10:00 a.m., unless cancelled.

THIRTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

- **Resignation of Supervisor Janet Price from Seat 4; Term Expires November 2022**

Mr. Wrathell presented Ms. Price's letter of resignation.

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, the resignation letter of Ms. Price, dated June 17, 2021, was accepted.

FOURTEENTH ORDER OF BUSINESS

Public Comments

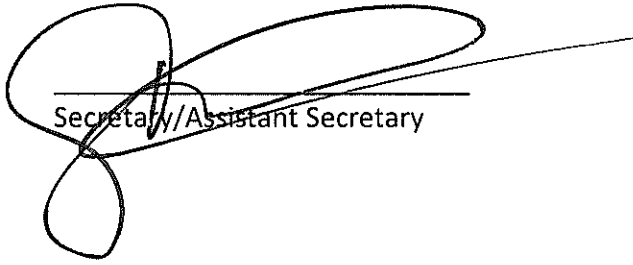
There being no public comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS

Adjournment

There being nothing further to discuss, the meeting adjourned at 11:11 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



Secretary/Assistant Secretary



Chair/Vice Chair