

**MINUTES OF MEETING
EAST NASSAU STEWARDSHIP DISTRICT**

The Governing Board of the East Nassau Stewardship District held a Regular Meeting on November 17, 2022, immediately following the adjournment of the Landowners' Meeting at 10:00 a.m., at the Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034.

Present were:

Mike Hahaj	Chair
Jaime Northrup	Vice Chair
Tommy Jinks	Assistant Secretary
Roert Fancher	Assistant Secretary

Also present were:

Ernesto Torres	District Manager
Michelle Rigoni (via telephone)	District Counsel
Zach Brecht (via telephone)	District Engineer

FIRST ORDER OF BUSINESS

Call to Order

Mr. Torres called the meeting to order at 10:17 a.m.

SECOND ORDER OF BUSINESS

Roll Call

Supervisors Hahaj, Northrup, Jinks and Fancher were present, in person. Supervisor Lombardo was not present.

THIRD ORDER OF BUSINESS

Chairman's Opening Remarks

Mr. Hahaj thanked everyone for attending.

FOURTH ORDER OF BUSINESS

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

No members of the public spoke.

FIFTH ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors *(the following will be provided in a separate package)*

Mr. Torres, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Ms. Northrup and Mr. Jinks. Both Supervisors were already familiar with the following:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Review of Special Act**
- D. Financial Disclosure Forms**
 - I. Form 1: Statement of Financial Interests**
 - II. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - III. Form 1F: Final Statement of Financial Interests**
- E. Form 8B: Memorandum of Voting Conflict**

SIXTH ORDER OF BUSINESS

Consideration of Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Meeting Held Pursuant to Chapter 2006-30, Laws of Florida, and Providing for an Effective Date

Mr. Torres presented Resolution 2023-01 and recapped the Landowners’ Election results, as follows:

Seat 3	Tommy Jinks	10,629 votes	4-year Term
Seat 4	Jaime Northrup	10,629 votes	4-year Term

On MOTION by Ms. Northrup and seconded by Mr. Jinks, with all in favor, Resolution 2023-01, Canvassing and Certifying the Results of the Landowners’ Meeting Held Pursuant to Chapter 2006-30, Laws of Florida, and Providing for an Effective Date, was adopted.

SEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2023-02,
Designating Certain Officers of the District,
and Providing for an Effective Date**

Mr. Torres presented Resolution 2023-02. Mr. Hahaj nominated the following slate of officers:

Chair	Michael Hahaj
Vice Chair	Jamie Northrup
Secretary	Craig Wrathell
Assistant Secretary	Tommy Jinks
Assistant Secretary	Rob Francher
Assistant Secretary	Michael Lombardo
Assistant Secretary	Ernesto Torres

No other nominations were made. Prior appointments by the Board for Treasurer and Assistant Treasurer remain unaffected by this Resolution.

On MOTION by Mr. Hahaj and seconded by Mr. Jinks, with all in favor, Resolution 2023-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

EIGHTH ORDER OF BUSINESS

**Acceptance of Unaudited Financial
Statements as of September 30, 2022**

Mr. Torres presented the Unaudited Financial Statements as of September 30, 2022.

Regarding a question about the “Principal prepayment” budget line item the previous month, Mr. Torres stated the amount shown reflects assessments for platted lots prepaid by the builders. Due to the number of prepayments, there will often be a high amount in this line item.

On MOTION by Mr. Jinks and seconded by Ms. Northrup, with all in favor, the Unaudited Financial Statements as of September 30, 2022, were accepted.

NINTH ORDER OF BUSINESS

Approval of October 20, 2022 Regular Meeting Minutes

Mr. Torres presented the October 20, 2022 Regular Meeting Minutes.

On MOTION by Ms. Northrup and seconded by Mr. Hahaj, with all in favor, the October 20, 2022 Regular Meeting Minutes, as presented, were approved.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel: *Kutak Rock, LLP*

There was no report.

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

There was no report.

C. Field Operations: *CCMC*

There was no report.

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

- **NEXT MEETING DATE: December 15, 2022 at 10:00 A.M.**
 - **QUORUM CHECK**

The next meeting will be held on December 15, 2022, unless canceled.

ELEVENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board members' comments or requests.

TWELFTH ORDER OF BUSINESS

Public Comments

There were no public comments.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hahaj and seconded by Mr. Fancher, with all in favor, the meeting adjourned at 10:23 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair