

**MINUTES OF MEETING
EAST NASSAU STEWARDSHIP DISTRICT**

The Board of Supervisors of the East Nassau Stewardship District held a Regular Meeting on August 29, 2024 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
Max Hord	Assistant Secretary

Also present:

Ernesto Torres	District Manager
Michelle Rigoni (via telephone)	District Counsel
Zach Brecht	District Engineer
Todd Haskett	CCMC
Carol Brown	Landowner Representative

FIRST ORDER OF BUSINESS

Call to Order

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

SECOND ORDER OF BUSINESS

Roll Call

Supervisors Hahaj, Northrup, Jinks and Hord were present. Supervisor Fancher was absent.

THIRD ORDER OF BUSINESS

Chairman's Opening Remarks

Mr. Hahaj made no opening remarks.

FOURTH ORDER OF BUSINESS

Consent Agenda

A. Acceptance of Unaudited Financial Statements as of July 31, 2024

B. Approval of July 25, 2024 Regular Meeting Minutes

Ms. Rigoni stated that she forwarded minor revisions to District Management.

The following changes were made:

Line 194: After “policy.” add “This policy was reviewed and approved by District Counsel.”

Line 258: Delete “to develop the next phase of the District’s lands, which includes PDP 4, and”

C. Ratification Item(s)

I. Special Warranty Deed [Strip Easement Tract, PDP3 Pod 4 North and Pod 5 Landscape, Various Maintenance Easement and Pond Tracts]

Ms. Rigoni stated that the Special Warranty Deed is related to the acquisition that will be requisitioned out of the Wildlight Village Phase 3 Construction Account.

II. Quit Claim Deed [Portion of Conservation Easement 2, Wildlight Phase 1C-1] For Title Correction

Ms. Rigoni stated that the Quit Claim Deed was needed to aid in correcting an error in the Property Appraiser’s data.

III. Advance Acquisition Agreement for Commerce Park Master Improvements

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, the Unaudited Financial Statements as of July 31, 2024 and the July 25, 2024 Regular Meeting Minutes, as amended, and were accepted and approved and the Special Warranty Deed [Strip Easement Tract, PDP3 Pod 4 North and Pod 5 Landscape, Various Maintenance Easement and Pond Tracts], Quit Claim Deed [Portion of Conservation Easement 2, Wildlight Phase 1C-1] For Title Correction, and Advance Acquisition Agreement for Commerce Park Master Improvements, were ratified.

FIFTH ORDER OF BUSINESS

Consideration of Resolution 2024-37, Amending Resolutions 2024-25 and 2024-34, and to Reset the Date and Time of the Public Hearings to Consider the Fiscal Year 2024/2025 Final Budget and Assessments; Ratifying the Staff Actions in Resetting the Public Hearing; Providing a Severability Clause; and Providing an Effective Date

A. Correspondence from Publisher Regarding Publication Error

Mr. Torres presented Resolution 2024-37. As some Board Members and Staff members are aware, the newspaper publisher informed District Management that the required Published Notice was only published once and not twice, as required by law.

Ms. Rigoni stated that the publisher informed District Management of the oversight too late for the issue to be corrected in time to allow the Public Hearing to be held today. In order to properly notice for the budget and assessment hearings, Staff confirmed that the rescheduled budget and assessment public hearings will be held on September 19, 2024. The first advertisement was scheduled to run on July 24, 2024 and the second advertisement is scheduled to run on September 4, 2024 in advance of the September 19, 2024 rescheduled public hearing. Staff has arranged to send supplemental Mailed Notices informing property owners of the rescheduled public hearing. This Resolution recites those circumstances and amends the prior budget Resolutions to the extent that the hearing is being reset.

Ms. Rigoni stated it is not necessary to take a motion to open a public hearing related to this item; however, she invited members of the public to comment on this item.

No affected property owners or members of the public spoke.

On MOTION by Mr. Hahaj and seconded by Mr. Jinks, with all in favor, Resolution 2024-37, Amending Resolutions 2024-25 and 2024-34, and to Reset the Date and Time of the Public Hearings to Consider the Fiscal Year 2024/2025 Final Budget and Assessments; Ratifying the Staff Actions in Resetting the Public Hearing to September 19, 2024 at 10:00 a.m., at the Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034; Providing a Severability Clause; and Providing an Effective Date, was adopted.

SIXTH ORDER OF BUSINESS

Consideration of Third Supplemental Disclosure of Public Financing (Wildlight Village Phase 3)

Ms. Rigoni presented the Third Supplemental Disclosure of Public Financing related to public improvements at Wildlight Village Phase 3.

On MOTION by Mr. Jinks and seconded by Ms. Northrup, with all in favor, the Third Supplemental Disclosure of Public Financing related to Wildlight Village Phase 3, and authorizing Staff to record the disclosure of public financing, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-38, Ratifying, Confirming, and Approving the Sale of The East Nassau Stewardship District Special Assessment Revenue

Bonds, Series 2024; Ratifying, Confirming, and Approving the Actions of the Chair, Vice Chair, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the East Nassau Stewardship District Special Assessment Revenue Bonds, Series 2024; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date (Wildlight Village Phase 3 Project)

Ms. Rigoni presented Resolution 2024-38.

On MOTION by Mr. Hahaj and seconded by Ms. Northrup, with all in favor, Resolution 2024-38, Ratifying, Confirming, and Approving the Sale of The East Nassau Stewardship District Special Assessment Revenue Bonds, Series 2024; Ratifying, Confirming, and Approving the Actions of the Chair, Vice Chair, Treasurer, Secretary, Assistant Secretaries, and All District Staff Regarding the Sale and Closing of the East Nassau Stewardship District Special Assessment Revenue Bonds, Series 2024; Determining Such Actions as Being in Accordance with the Authorization Granted by the Board; Providing a Severability Clause; and Providing an Effective Date (Wildlight Village Phase 3 Project), was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2024-39, Approving Master Acquisition Agreement and Forms of Acquisition Documents, Authorizing Chair to Execute the Acquisition Agreement; Providing General Authorization; Addressing Conflicts, Severability, and an Effective Date

Ms. Rigoni presented Resolution 2024-39. Staff believes it in the best interests of the District to allow for and facilitate the future acquisition of various improvements that may or may not be contemplated at this time.

On MOTION by Mr. Jinks and seconded by Mr. Hord, with all in favor, Resolution 2024-39, Approving Master Acquisition Agreement and Forms of Acquisition Documents, Authorizing Chair to Execute the Acquisition Agreement; Providing General Authorization; Addressing Conflicts, Severability, and an Effective Date, was adopted.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2024-40, Setting a Policy Regarding Acquisition of Public Infrastructure Improvements from Builders, Approving a Form of Acquisition Agreement and Forms of Acquisition Documents for Certain Public Improvements, Authorizing Chair to Execute the Acquisition Agreement; Providing General Authorization for Staff to Prepare and Finalize Acquisitions; Addressing Conflicts, Severability, and an Effective Date

Ms. Rigoni presented Resolution 2024-40, which allows for uniform processing of master improvements built by a third-party builder and outlines how those acquisitions will be governed. This policy is limited to the third-party builders for very specific areas of development, given the infrequent communication between District Board Members and Staff with the third-party builders. It is hoped that the policy, which culminates in a completed Acquisition Package for ratification, will expedite and streamline these requests.

Discussion ensued regarding assignment of warranties from third parties and recourse in the event of failures within the first year of conveyance of infrastructure elements due to incorrect construction or unknowns. Warranty length, the need for a warranty of fitness for permitting, curb and roadway damage during construction, punch list items and refundable deposits to provide for damages during construction versus warranty bonds, were discussed.

Ms. Rigoni will incorporate some of the comments into a redline document; work with the Chair, Vice Chair and Mr. Jinks; and present a revised form at the next meeting.

This item was deferred.

TENTH ORDER OF BUSINESS

Consideration of Resolution 2024-41, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amenity Rules, Policies and Fees; and Providing an Effective Date

Mr. Torres presented Resolution 2024-41.

Ms. Rigoni stated that this Resolution will aggregate the District’s existing recreational policies and provide a means of enforcing policies via suspension and termination of access rules. Nonresident user rates of \$2,500 were suggested by the on-site field and the management teams. Some comments were received from Staff; these will be incorporated into the final version and additional comments are welcomed before the public hearing. The nonresident user rates approved today represent the maximum rate amount but it can be reduced but not increased before the public hearing.

Ms. Brown asked for a Table of Contents to be added and for the documents to refer to “Community Managers” rather than “Amenity Managers”.

Discussion ensued regarding calculation of nonresident user rates, the ability to adjust nonresident user rates annually or when additional amenities are opened, communication and implementation of a trespass policy, which will be discussed at a future meeting.

On MOTION by Mr. Hahaj and seconded by Ms. Northrup, with all in favor, Resolution 2024-41, to Designate October 17, 2024 at 10:00 a.m., at the Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034, as the Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amenity Rules, Policies and Fees; and Providing an Effective Date, was adopted.

ELEVENTH ORDER OF BUSINESS

Consideration of Wildlight Village Phase 3 Project Items:

Ms. Rigoni presented the following:

- A. Assignment of Wildlight Avenue Extension Project Construction Agreement with Vallencourt**
- B. Temporary Construction Easement for Wildlight Avenue Extension Project**

On MOTION by Mr. Hord and seconded by Mr. Jinks, with all in favor, the Assignment of Wildlight Avenue Extension Project Construction Agreement with Vallencourt, and the Temporary Construction Easement for Wildlight Avenue Extension Project, were approved.

TWELFTH ORDER OF BUSINESS

Public Comments (limited to 3 minutes per person)

No members of the public spoke.

THIRTEENTH ORDER OF BUSINESS

Development Update/Staff Reports

A. Developer

B. District Counsel: Kutak Rock LLP

C. District Engineer: England-Thims & Miller, Inc.

There were no Developer, District Counsel or District Engineer Reports.

D. Field Operations: CCMC

The Monthly Operations Report was included for informational purposes.

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

- **NEXT MEETING DATE: September 19, 2024 at 10:00 AM**

- **QUORUM CHECK**

Supervisors Hahaj, Jinks, Northrup and Hord confirmed their attendance at the September 19, 2024 meeting.

FOURTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

Ms. Brown thanked Ms. Rigoni for her efforts and noted that the Traffic Enforcement Agreement approved last fall was fully executed and circulated, equipping the on-site team with the ability to engage with the Sheriff's Office regarding traffic concerns.

A Board Member stated that he engaged with Mr. Greg Jones, for the Landowner, to coordinate a scope of work related to the traffic calming analysis. Mr. Jones has a scope of work with the company Nine Dot Arts, which is looking at ways to implement traffic calming measures to be specific and consistent with the design of Wildlight.

FIFTEENTH ORDER OF BUSINESS

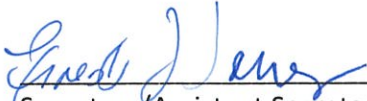
Public Comments

No members of the public spoke.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, the meeting adjourned at 10:57 a.m.


Secretary/Assistant Secretary


Chair/Vice Chair