

**MINUTES OF MEETING  
EAST NASSAU STEWARDSHIP DISTRICT**

The Board of Supervisors of the East Nassau Stewardship District held a Regular Meeting on November 20, 2025 at 10:30 a.m., at the Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034.

**Present:**

Mike Hahaj  
Tommy Jinks  
Allison Groomes  
Rob Fancher  
Jaime Nortrup

Chair  
Vice Chair  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

**Also present:**

Ernesto Torres  
Felix Rodriguez  
Michelle Rigoni (via telephone)  
Zach Brecht  
Carol Brown  
Todd Haskett  
Eric Myrick  
Brady Reed

District Manager  
Wrathell, Hunt and Associates, LLC  
District Counsel  
District Engineer  
Landowner Representative  
Property Manager  
The Greenery  
The Greenery

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Torres called the meeting to order at 10:33 a.m.

**SECOND ORDER OF BUSINESS**

**Roll Call**

All Supervisors were present.

**THIRD ORDER OF BUSINESS**

**Chairman's Opening Remarks**

Mr. Hahaj thanked everyone for attending the meeting.

**FOURTH ORDER OF BUSINESS**

**Public Comments (limited to 3 minutes per person to any members of the public desiring to speak on a specific agenda item)**

No members of the public spoke.

**FIFTH ORDER OF BUSINESS**

**Consent Agenda**

- A. Acceptance of Unaudited Financial Statements as of September 30, 2025**
- B. Approval of October 16, 2025 Regular Meeting Minutes**
- C. Ratification Item(s)**
  - I. Resolution 2025-09, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2025/2026 and Providing for an Effective Date**
  - II. Nassau County Special Warranty Deed [Roundabout Installation at Wildlight Avenue and Curiosity Avenue]**
  - III. Rogers Pavement Maintenance, Inc. Agreement for Pavement Marker Installation Services**

It was noted that Exhibit A of the proposal needs to be revised, as the amount totaled \$25,070 and the amount approved was \$28,820; the difference is \$3,750, which is the additional cost to remove the existing markings.

- IV. Wildlight, LLC Corrective Special Warranty Deed**
- V. Notice of Close Out of Prior Demand Letter to The Greenery of North Florida, Inc.**

<p><b>On MOTION by Mr. Hahaj and seconded by Ms. Groomes, with all in favor, the Unaudited Financial Statements as of September 30, 2025, were accepted; the October 16, 2025 Regular Meeting Minutes, as presented, were approved; and Ratification Items 5CI through 5CV, were ratified.</b></p>
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**SIXTH ORDER OF BUSINESS**

**Consideration of Goals and Objectives [Performance Measures/Standards & Annual Reporting Form October 1, 2024 – September 30, 2025]**

Mr. Torres presented the Performance Measures/Standards and Annual Reporting form related to the Fiscal Year 2025 Goals and Objectives.

**On MOTION by Mr. Jinks and seconded by Ms. Groomes, with all in favor, the Performance Measures/Standards and Annual Reporting form related to the Fiscal Year 2025 Goals and Objectives, were approved.**

#### **SEVENTH ORDER OF BUSINESS**

#### **Consideration of Wildlight LLC Assignment of Plat Dedication**

Ms. Rigoni presented the Wildlight LLC Assignment of Plat Dedication. The document has been previously reviewed by the Developer and the Engineer for confirmation of the easement location thus far relative only to the District's Master Stormwater Improvement.

**On MOTION by Mr. Jinks and seconded by Ms. Groomes, with all in favor, the Wildlight LLC Assignment of Plat Dedication, was approved.**

#### **EIGHTH ORDER OF BUSINESS**

#### **Consideration of Request for Partial Requisition for Wildlight PDP 3 Pod 4 South and Pod 5 North - Right-of-Ways, Landscape and Pond Tracts and Related Improvements [Wildlight Ave., Crosstown Blvd., Linger Longer Ave.]**

Mr. Torres stated that the Requisition Request No. 1 amount for reimbursement is \$965,217.33, as outlined in the Developer's letter. Ms. Rigoni stated this is a supplement request for requisition to the previously acquired improvement, with the understanding that the Developer will have the ability to request reimbursement for the remainder of the unfunded acquisition costs of approximately \$7.4 million. This is to reserve the responsibility to use the District's anticipated mobility fee credits from the sale to be able to pay the acquisition cost; at the same time they are acknowledging that there are still contribution requirements outstanding per the Assessment Methodology.

**On MOTION by Mr. Jinks and seconded by Ms. Nortrup, with all in favor, the Request for Partial Requisition for Wildlight PDP 3 Pod 4 South and Pod 5 North - Right-of-Ways, Landscape and Pond Tracts and Related Improvements for**

**Wildlight Avenue, Crosstown Boulevard, and Linger Longer Avenue, was approved.**

**NINTH ORDER OF BUSINESS**

**Consideration of ASH Signs, Inc. D/B/A FastSigns Agreement for Sign Installation Services [Riverbluff – Phase 1]**

Mr. Brecht stated that, to match the County's final approved plans for signage, the amount was adjusted to \$113,904.33, which is a \$2,000 increase from the original amount.

**On MOTION by Mr. Jinks and seconded by Ms. Groomes, with all in favor, ASH Signs, Inc. D/B/A FastSigns Agreement for Sign Installation Services for Riverbluff – Phase 1, was approved.**

**TENTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-02, Designating a Date, Time and Location for a Landowners' Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date [November 3, 2026 - Seats 3 & 4]**

**On MOTION by Ms. Groomes and seconded by Ms. Nortrup, with all in favor, Resolution 2026-02, Designating November 3, 2026 at 10:30 a.m., at the Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034, as the Date, Time and Location for a Landowners' Meeting and Election; Providing for Publication; Establishing Forms for the Landowner Election; and Providing for Severability and an Effective Date, was adopted.**

**ELEVENTH ORDER OF BUSINESS**

**Consideration of Partial Release of Collateral Assignment and Assumption of Development Rights Series 2025 Bonds**

Ms. Rogini presented the Eleventh and Twelfth Orders of Business simultaneously.

Ms. Rigoni stated that the Partial Release of Collateral Assignment and Assumption of Development Rights Series 2025 Bonds is the follow-up paperwork associated with the Developer selling a portion of the PDP#4 land to Pulte Home Company, LLC; this was contemplated at the time the District financed the bond for the Series 2025 Project.

Ms. Rigoni stated that the Partial Assignment of the True-Up Agreement Series 2025 Special Assessment carries over the true-up obligations from the Master Developer to Pulte, as the ultimate Developer of those lands and the one responsible for the true-up obligations associated with the properties that will be built on their land.

Ms. Rigoni recommended approval, in substantial form. She noted that the substantive provisions of either form will not change, but how many phases will be subject to the Assumption Assignment will depend on the payback schedule between the Developer and Pulte. The specifics will be added closer to the actual closing date. The documents will not be signed until closer to the actual closing date, which is next year. Staff will perform a final review before execution.

Mr. Hahaj asked why this is being presented now. Ms. Rigoni listed the multiple drivers and stated that the District is signing off on the forms with the understanding that the Developer and Pulte are obligated to produce the forms to the CDD for final review.

**On MOTION by Mr. Hahaj and seconded by Mr. Fancher, with all in favor, Consideration of Partial Release of Collateral Assignment and Assumption of Development Rights Series 2025 Bonds, in substantial form, was approved.**

#### **TWELFTH ORDER OF BUSINESS**

#### **Consideration of Partial Assignment of True-Up Agreement Series 2025 Special Assessments [PDP#4 Series 2025 Project]**

This item was presented during the Eleventh Order of Business.

**On MOTION by Mr. Hahaj and seconded by Ms. Groomes, with all in favor, Consideration of Partial Assignment of True-Up Agreement Series 2025 Special Assessments [PDP#4 Series 2025 Project], was approved.**

#### **THIRTEENTH ORDER OF BUSINESS**

#### **Consideration of Resolution 2026-03, Electing Officer(s) of the District and Providing for an Effective Date [Felix Rodriguez]**

Mr. Torres presented Resolution 2026-03. The purpose of this Resolution is to appoint Felix Rodriguez as an Assistant Secretary. All other prior appointments by the Board remain unchanged by this Resolution.

**On MOTION by Mr. Hahaj and seconded by Ms. Groomes, with all in favor, Resolution 2026-03, Electing Officer(s) of the District and Providing for an Effective Date, was adopted.**

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-04, to Designate Date, Time and Place of Public Hearing and Authorization to Publish Notice of Such Hearing for the Purpose of Adopting Amended and Restated Rules of Procedure; and Providing an Effective Date**

Mr. Torres presented Resolution 2026-04. Ms. Rigoni stated the Developer has plans for artwork throughout the community, some of which will be procured and completed through the District, and given the multiple parties involved, it is necessary to amend Rule 3.10 to clarify that certain services and commodities are exempt from competitive purchasing requirements.

**On MOTION by Ms. Groomes and seconded by Ms. Nortrup, with all in favor, Resolution 2026-04, to Designate January 15, 2026 at 10:30 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 Amended and Restated Rules of Procedure; and Providing an Effective Date, was approved.**

**FIFTEENTH ORDER OF BUSINESS****Development Update/Staff Reports****A. Developer Representative**

Ms. Brown noted that the Unaudited Financial Statements as of September 30, 2025 close out Fiscal Year 2025. She commended District Staff and others on appropriately budgeting.

**B. District Counsel: Kutak Rock LLP****C. District Engineer: England-Thims & Miller, Inc.**

There were no District Counsel or District Engineer reports.

**D. Field Operations: CCMC**

The October 2025 Field Operations Report was included for informational purposes.

▪ **Presentation of The Greenery Landscape and Irrigation Maintenance Report**

This item was an addition to the agenda.

Mr. Myrick discussed the actions taken to date to correct landscaping deficiencies and regular general routine maintenance items, such as removing weeds, installing pine straw and park mulch and completing landscape projects. The Report and photos are part of Mr. Hackett's Field Operations Report. Proposals for new plantings will be presented in early spring.

This item will remain on future agendas.

**I. MUP Access to Del Webb**

Mr. Haskett stated that, upon inspection, he identified only one area for improvement to limit access but it is on Del Webb's property, not District property. He suggests installing signage and contacting the Del Webb Manager to see if they have interest in installing a fence or landscape buffer to prevent access to the multi-use-path.

On behalf of the Wetland Residential Board of Directors, Mr. Haskett asked if the District is interested in entering into an Agreement with the Association to enforce no on-street parking on District roadways. Ms. Brown stated that there is language within the Wildlight Charter addressing off-street parking. The Board discussed and was not in favor of pursuing this.

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

- **NEXT MEETING DATE: December 18, 2025 at 10:30 AM**
  - **QUORUM CHECK**

The next meeting will be on December 18, 2025, unless cancelled.

**FIFTEENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

Mr. Hahaj considered this a productive meeting and thanked everyone who participated.

**SIXTEENTH ORDER OF BUSINESS**

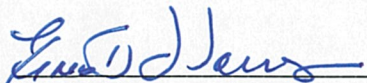
**Public Comments**

No members of the public spoke.

**SEVENTEENTH ORDER OF BUSINESS**

**Adjournment**

**On MOTION by Mr. Hahaj and seconded by Ms. Groomes, with all in favor, the meeting adjourned at 11:11 a.m.**

  
Secretary/Assistant Secretary

  
Chair/Vice Chair