

**MINUTES OF MEETING  
EAST NASSAU STEWARDSHIP DISTRICT**

The Board of Supervisors of the East Nassau Stewardship District held a Public Hearing and Regular Meeting on January 15, 2026 at 10:30 a.m., at the Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034.

**Present:**

|                 |                     |
|-----------------|---------------------|
| Mike Hahaj      | Chair               |
| Tommy Jinks     | Vice Chair          |
| Allison Groomes | Assistant Secretary |
| Rob Fancher     | Assistant Secretary |
| Jaime Northrup  | Assistant Secretary |

**Also present:**

|                                 |                                    |
|---------------------------------|------------------------------------|
| Ernesto Torres                  | District Manager                   |
| Felix Rodriguez                 | Wrathell, Hunt and Associates, LLC |
| Michelle Rigoni (via telephone) | District Counsel                   |
| Zach Brecht                     | District Engineer                  |
| Todd Haskett                    | Property Manager                   |
| Brady Reed                      | The Greenery                       |

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Torres called the meeting to order at 10:30 a.m.

**SECOND ORDER OF BUSINESS**

**Roll Call**

All Supervisors were present.

**THIRD ORDER OF BUSINESS**

**Chairman's Opening Remarks**

Mr. Hahaj welcomed everyone to 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**

**Update: Landscape Maintenance - The Greenery**

Mr. Reed reported the following:

- Since the last meeting about 40 landscape issues were resolved.
- Broadleaf turf weed control has been applied and preemergent on landscape beds.
- Street sweeping is underway.
- The park by Waterbrook is finished, except for the shade sails, which are expected soon.
- Plantings were installed at Whistling Duck Park, grasses were added to a common area, some grasses were transplanted from the construction area to another area, and a palm was installed but will be replaced with a larger tree that matches the other trees.
- Work on enhancing and improving the health of the trees will be underway during the year.
- The contract will be up this year, and The Greenery would like to continue working for the District.

**SIXTH ORDER OF BUSINESS**

**Consent Agenda**

**A. Acceptance of Unaudited Financial Statements as of November 30, 2025**

Ms. Groomes asked why the interest income is so much higher compared to what was budgeted. Mr. Torres will research this.

**B. Approval of November 20, 2025 Regular Meeting Minutes**

**C. Ratification Item(s)**

**I. Nassau County Third Amendment to the Interlocal Agreement for Landscape Maintenance of Certain County Road Rights-of-Way**

**On MOTION by Mr. Hahaj and seconded by Ms. Northrup, with all in favor, the Unaudited Financial Statements as of November 30, 2025, were accepted; the**

**November 20, 2025 Regular Meeting Minutes, as presented, were approved; and the Nassau County Third Amendment to the Interlocal Agreement for Landscape Maintenance of Certain County Road Rights-of-Way, was ratified.**

**SEVENTH ORDER OF BUSINESS**

**Public Hearing on Amended and Restated Rules of Procedure**

- A. Proof/Affidavit of Publication**
- B. Consideration of Resolution 2026-05, Adopting Amended Rule 3.10 of Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date**

Mr. Torres presented Resolution 2026-05. The Rules are being amended primarily to address the artistic services that the District will receive.

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, Rule 3.10 is being amended to further clarify that certain services and commodities are exempt from competitive purchasing requirements.

**On MOTION by Mr. Jinks and seconded by Ms. Groomes, with all in favor, the Public Hearing was opened.**

No affected property owners or members of the public spoke.

**On MOTION by Ms. Groomes and seconded by Mr. Fancher, with all in favor, the Public Hearing was closed.**

**On MOTION by Mr. Hahaj and seconded by Ms. Northrup, with all in favor, Resolution 2026-05, Adopting Amended Rule 3.10 of Rules of Procedure; Providing a Severability Clause; and Providing an Effective Date, was adopted.**

**EIGHTH ORDER OF BUSINESS**

**Consideration of England-Thims & Miller, Inc. Work Authorization No. 12 [Preparation of Public Facilities Report]**

Mr. Brecht presented England-Thims & Miller, Inc. Work Authorization No. 12 for preparation of the Public Facilities Report. Preparation of the Report is a Statutory requirement every seven years. The estimated fee is \$7,500.

**On MOTION by Mr. Jinks and seconded by Mr. Fancher, with all in favor, England-Thims & Miller, Inc. Work Authorization No. 12 for Preparation of the Public Facilities Report, in a not-to-exceed amount of \$7,500, was approved.**

**NINTH ORDER OF BUSINESS**

**Discussion/Consideration/Ratification:  
Performance Measures/Standards &  
Annual Reporting Form**

**A. October 1, 2024 - September 30, 2025 [Posted]**

Mr. Torres stated that the Fiscal Year 2025 Goals and Objectives Reporting was previously approved and is posted on the website.

**B. October 1, 2025 - September 30, 2026**

Mr. Torres stated that this item was addressed at a prior meeting and no action is necessary at this time.

**TENTH ORDER OF BUSINESS**

**Development Update/Staff Reports**

**A. Developer Representative**

There was no report.

**B. District Counsel: Kutak Rock LLP**

There was no report.

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

Mr. Brecht discussed the progress of the Chester Road widening project, which should be finalized within a few months.

**D. Field Operations: CCMC**

Regarding prior discussion of the shade sails, Mr. Haskett stated that it is not a District project.

The Field Operations Report was included for informational purposes.

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

- **NEXT MEETING DATE: February 19, 2026 at 10:30 AM**
  - **QUORUM CHECK**

**ELEVENTH ORDER OF BUSINESS**

**Board Members' Comments/Requests**

There were no Board Members' comments or requests.

**TWELFTH ORDER OF BUSINESS**

**Public Comments**

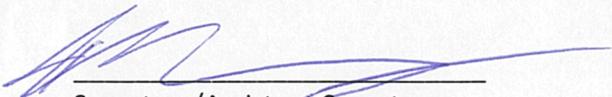
No members of the public spoke.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

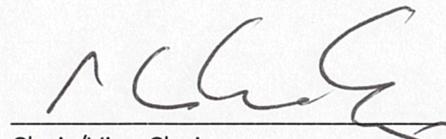
**On MOTION by Mr. Hahaj and seconded by Ms. Groomes, with all in favor, the meeting adjourned at 10:47 a.m.**

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]



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Secretary/Assistant Secretary



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Chair/Vice Chair