

**EAST NASSAU  
STEWARDSHIP  
DISTRICT**

**November 17, 2022**

**GOVERNING BOARD**

**REGULAR MEETING  
AGENDA**

**EAST NASSAU  
STEWARDSHIP DISTRICT**

**AGENDA  
LETTER**

**East Nassau Stewardship District**  
**OFFICE OF THE DISTRICT MANAGER**  
**2300 Glades Road, Suite 410W•Boca Raton, Florida 33431**  
**Phone: (561) 571-0010•Toll-free: (877) 276-0889•Fax: (561) 571-0013**

November 10, 2022

Governing Board  
East Nassau Stewardship District

**ATTENDEES:**  
Please identify yourself each  
time you speak to facilitate  
accurate transcription of  
meeting minutes.

Dear Board Members:

The Governing Board of the East Nassau Stewardship District will hold 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. The agenda is as follows:

1. Call to Order
2. Roll Call
3. Chairman's Opening Remarks
4. Public Comments *(limited to 3 minutes per person)*
5. Administration of Oath of Office to Newly Elected Supervisors *(the following will be provided in a separate package)*
  - 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
6. 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

7. Consideration of Resolution 2023-02, Designating Certain Officers of the District, and Providing for an Effective Date
8. Acceptance of Unaudited Financial Statements as of September 30, 2022
9. Approval of October 20, 2022 Regular Meeting Minutes
10. Staff Reports
  - A. District Counsel: *Kutak Rock, LLP*
  - B. District Engineer: *England-Thims & Miller, Inc.*
  - C. Field Operations: *CCMC*
  - D. District Manager: *Wrathell, Hunt and Associates, LLC*
    - NEXT MEETING DATE: December 15, 2022 at 10:00 A.M.

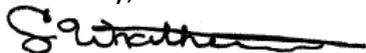
○ QUORUM CHECK

<b>MIKE HAHAJ</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>No</b>
<b>ROB FANCHER</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>No</b>
	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>No</b>
	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>No</b>
<b>MICHAEL LOMBARDO</b>	<input type="checkbox"/>	<b>IN PERSON</b>	<input type="checkbox"/>	<b>PHONE</b>	<input type="checkbox"/>	<b>No</b>

- 11 Board Members' Comments/Requests
12. Public Comments
13. Adjournment

Should you have any questions or concerns, please do not hesitate to contact me directly at (561) 719-8675 or Ernesto Torres at (904) 295-5714.

Sincerely,



Craig Wrathell  
 District Manager

**FOR BOARD MEMBERS AND STAFF TO ATTEND BY TELEPHONE**  
**CALL-IN NUMBER: 1-888-354-0094**  
**PARTICIPANT PASSCODE: 782 134 6157**

**EAST NASSAU  
STEWARDSHIP DISTRICT**

**6**

**RESOLUTION 2023-01**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST NASSAU STEWARDSHIP DISTRICT CANVASSING AND CERTIFYING THE RESULTS OF THE LANDOWNERS MEETING HELD PURSUANT TO CHAPTER 2006-30, LAWS OF FLORIDA, AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the East Nassau Stewardship District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 2006-360, Laws of Florida, being situated entirely within Nassau County, Florida; and

**WHEREAS**, such landowners’ meeting was held on November 8, 2022, continued to November 17, 2022, and at which the below recited individuals were each duly elected by virtue of the respective votes cast in their favor; and

**WHEREAS**, the Board of Supervisors of the District, by means of this Resolution, desire to canvass the votes and declare and certify the results of said election.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF EAST NASSAU STEWARDSHIP DISTRICT:**

**SECTION 1.** Each of the following individuals is respectively found, certified, and declared to have been duly elected as Supervisor of and for the District, having been elected by the votes cast in their favor as shown:

	Seat 3	Votes:
	Seat 4	Votes:

**SECTION 2.** In accordance with Chapter 2017-206 Laws of Florida, and by virtue of the number of votes cast for the Supervisor, the above-named person is declared to have been elected for the following term of office:

	Seat 3	__-Year Term
	Seat 4	__-Year Term

**SECTION 3.** This resolution shall become effective immediately upon its adoption.

[REMAINDER OF PAGE INTENTIONALL LEFT BLANK]

**PASSED AND ADOPTED** this 17th of November, 2022.

Attest:

**EAST NASSAU STEWARDSHIP DISTRICT**

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Secretary/Assistant Secretary

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Chair/Vice Chair, Board of Supervisors

**EAST NASSAU  
STEWARDSHIP DISTRICT**

**7**

**RESOLUTION 2023-02**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE EAST NASSAU STEWARDSHIP DISTRICT DESIGNATING CERTAIN OFFICERS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the East Nassau Stewardship District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 2017-206, Laws of Florida, being situated entirely within Nassau County, Florida; and

**WHEREAS**, the Governing Board of the District desires to appoint the below-recited persons to the offices specified.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF EAST NASSAU STEWARDSHIP DISTRICT:**

**SECTION 1.** \_\_\_\_\_ is appointed Chair.

**SECTION 2.** \_\_\_\_\_ is appointed Vice Chair.

**SECTION 3.** **Craig Wrathell** is appointed Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

\_\_\_\_\_ is appointed Assistant Secretary.

**Ernesto Torres** is appointed Assistant Secretary.

**SECTION 4.** This Resolution supersedes any prior appointments made by the Board for Chair, Vice Chair, Secretary and Assistant Secretaries; however, prior appointments by the Board for Treasurer and Assistant Treasurer(s) remain unaffected by this Resolution.

**SECTION 5.** This Resolution shall become effective immediately upon its adoption.

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**PASSED AND ADOPTED** this 17th day of November, 2022.

ATTEST:

**EAST NASSAU STEWARDSHIP DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chair/Vice Chair, Board of Supervisors

**EAST NASSAU  
STEWARDSHIP DISTRICT**

**UNAUDITED  
FINANCIAL  
STATEMENTS**

**EAST NASSAU STEWARDSHIP DISTRICT  
FINANCIAL STATEMENTS  
UNAUDITED  
SEPTEMBER 30, 2022**

**EAST NASSAU STEWARDSHIP DISTRICT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2022**

	General Fund	Special Revenue Fund	Debt Service Fund 2018	Debt Service Fund 2021	Capital Projects Fund 2018	Capital Projects Fund 2021	Total Governmental Funds
<b>ASSETS</b>							
Cash	\$ 703,974	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 703,974
SunTrust debit	5,746	-	-	-	-	-	5,746
Investments							
Revenue	-	-	142,642	200,426	-	-	343,068
Reserve	-	-	168,431	339,250	-	-	507,681
Prepayment	-	-	111,033	-	-	-	111,033
Construction	-	-	-	-	-	842,065	842,065
Construction reserve: Wildlight Ave**	-	-	-	-	-	2,259,216	2,259,216
Due from FPL 2022	-	2,964	-	-	-	-	2,964
Due from Landowner	455	-	-	-	-	-	455
Due from general fund	-	590,153	4	24,898	-	-	615,055
Security deposit	-	3,000	-	-	-	-	3,000
Utility deposits	-	50	-	-	-	-	50
Prepayment recieveable	-	-	20,969	-	-	-	20,969
Total assets	<u>\$ 710,175</u>	<u>\$ 596,167</u>	<u>\$ 443,079</u>	<u>\$ 564,574</u>	<u>\$ -</u>	<u>\$ 3,101,281</u>	<u>\$ 5,415,276</u>
<b>LIABILITIES AND FUND BALANCES</b>							
Liabilities:							
Accounts payable	\$ 24,408	\$ 28,845	\$ -	\$ -	\$ -	\$ -	\$ 53,253
Contracts payable	-	-	-	-	-	487,190	487,190
Retainage payable	-	-	-	-	-	646,304	646,304
Due to special revenue fund	590,153	-	-	-	-	-	590,153
Due to debt service fund	4	-	-	-	-	-	4
Due to debt service fund 2021	24,898	-	-	-	-	-	24,898
Due to other	258	-	-	-	-	-	258
Landowner advance	6,500	-	-	-	-	-	6,500
Total liabilities	<u>646,221</u>	<u>28,845</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,133,494</u>	<u>1,808,560</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>							
Deferred receipts	455	2,964	-	-	-	-	3,419
Total deferred inflows of resources	<u>455</u>	<u>2,964</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,419</u>
Fund balances:							
Restricted for:							
Debt service	-	-	443,079	564,574	-	-	1,007,653
Capital projects	-	-	-	-	-	1,967,787	1,967,787
Unassigned	63,499	564,358	-	-	-	-	627,857
Total fund balances	<u>63,499</u>	<u>564,358</u>	<u>443,079</u>	<u>564,574</u>	<u>-</u>	<u>1,967,787</u>	<u>3,603,297</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 710,175</u>	<u>\$ 596,167</u>	<u>\$ 443,079</u>	<u>\$ 564,574</u>	<u>\$ -</u>	<u>\$ 3,101,281</u>	<u>\$ 5,415,276</u>

\*\*Construction Reserve for Wildlight Ave obligations

**EAST NASSAU STEWARDSHIP DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
GENERAL FUND  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll - net	\$ -	\$ 4,430	\$ 4,391	101%
Assessment levy: off-roll	-	134,305	134,796	100%
Landowner contribution	-	7,259	40,000	18%
Lot closing	-	1,466	-	N/A
Total revenues	<u>-</u>	<u>147,460</u>	<u>179,187</u>	82%
<b>EXPENDITURES</b>				
<b>Professional &amp; administrative</b>				
District engineer	2,283	11,387	12,000	95%
General counsel	11,182	53,505	50,000	107%
Legal: litigation	1,024	6,039	40,000	15%
District manager	4,000	48,000	48,000	100%
Audit	-	3,250	5,500	59%
Postage	353	700	500	140%
Printing and binding	84	1,000	1,000	100%
Insurance - GL, POL	-	11,930	14,000	85%
Legal advertising	995	4,246	6,000	71%
Miscellaneous- bank charges	-	400	500	80%
Meeting room			500	0%
Website				
Hosting & maintenance	-	-	705	0%
ADA compliance	-	210	210	100%
Annual district filing fee	-	175	175	100%
Property taxes	-	895	-	N/A
Total professional & administrative	<u>19,921</u>	<u>141,737</u>	<u>179,090</u>	79%
<b>Other fees &amp; charges</b>				
Property appraiser and tax collector	-	123	137	90%
Total other fees & charges	<u>-</u>	<u>123</u>	<u>137</u>	90%
Total expenditures	<u>19,921</u>	<u>141,860</u>	<u>179,227</u>	79%
Excess/(deficiency) of revenues over/(under) expenditures	(19,921)	5,600	(40)	
Fund balances - beginning	83,420	57,899	48,891	
Fund balances - ending	<u>\$ 63,499</u>	<u>\$ 63,499</u>	<u>\$ 48,851</u>	

**EAST NASSAU STEWARDSHIP DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
SPECIAL REVENUE FUND  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year to Date	Budget	% of Budget
<b>REVENUES</b>				
Assessment levy: on-roll - net	\$ -	\$ 249,998	\$ 248,560	101%
Assessment levy: off-roll	-	152,472	189,527	80%
Lot closing	-	37,055	-	N/A
Vehicle charging revenue	-	9,530	-	N/A
Total revenues	<u>-</u>	<u>449,055</u>	<u>438,087</u>	103%
<b>EXPENDITURES</b>				
<b>Field operations</b>				
Field operations	11,692	39,098	42,199	93%
Administration and accounting	375	4,500	4,500	100%
Office buildout	-	42,089	50,000	84%
Office lease	1,256	5,447	3,750	145%
Wetland and conservation maintenance	-	-	10,000	0%
Landscape	8,687	121,108	181,817	67%
Lake maintenance	-	8,679	16,732	52%
Pest control	-	-	1,000	0%
Street cleaning	-	-	12,000	0%
Street light lease	4,342	27,498	69,030	40%
Repairs & maintenance	-	1,263	13,676	9%
Electricity	121	449	1,512	30%
Vehicle charging station	-	8,562	-	N/A
Irrigation (potable)	956	7,353	36,724	20%
Landscape replacement	-	-	18,182	0%
Parts & supplies	-	-	3,000	0%
Contingency	-	-	250	0%
Insurance	-	-	5,000	0%
Debt service fund accounting: series 2018	625	7,500	7,500	100%
Debt service fund accounting: series 2021	625	7,500	7,500	100%
Arbitrage rebate calculation	-	-	1,000	0%
Dissemination agent	166	2,000	2,000	100%
Trustee (series 2018 bonds)	-	3,709	4,000	93%
Trustee (series 2021 bonds)	4,031	4,031	4,000	101%
Total expenditures	<u>32,876</u>	<u>290,786</u>	<u>495,372</u>	59%
<b>Other fees &amp; charges</b>				
Property appraiser and tax collector	-	6,963	7,767	90%
Total other fees & charges	<u>-</u>	<u>6,963</u>	<u>7,767</u>	90%
Total expenditures	<u>32,876</u>	<u>297,749</u>	<u>503,139</u>	59%
Excess/(deficiency) of revenues over/(under) expenditures	(32,876)	151,306	(65,052)	
Fund balances - beginning	<u>597,234</u>	<u>413,052</u>	<u>283,275</u>	
Fund balances - ending	<u>\$ 564,358</u>	<u>\$ 564,358</u>	<u>\$ 218,223</u>	

**EAST NASSAU STEWARDSHIP DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2018  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year To Date	Budget	% of Budget
<b>REVENUES</b>				
Special assessment: on-roll - net	\$ -	\$ 344,225	\$ 342,274	101%
Special assessment: off-roll	-	208	17,694	1%
Assessment prepayments	20,969	347,634	-	N/A
Lot closing	-	17,486	-	N/A
Interest	582	1,282	-	N/A
Total revenues	<u>21,551</u>	<u>710,835</u>	<u>359,968</u>	197%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	85,000	90,000	94%
Principal prepayment	-	275,000	45,000	611%
Interest	-	264,114	264,438	100%
Total debt service	<u>-</u>	<u>624,114</u>	<u>399,438</u>	156%
<b>Other fees &amp; charges</b>				
Property appraiser	-	2,707	3,565	76%
Tax collector	-	6,880	7,131	96%
Total other fees and charges	<u>-</u>	<u>9,587</u>	<u>10,696</u>	90%
Total expenditures	<u>-</u>	<u>633,701</u>	<u>410,134</u>	155%
Excess/(deficiency) of revenues over/(under) expenditures	21,551	77,134	(50,166)	
<b>OTHER FINANCING SOURCES/(USES)</b>				
Transfers in	-	2	-	N/A
Total other financing sources	<u>-</u>	<u>2</u>	<u>-</u>	N/A
Net change in fund balances	21,551	77,136	(50,166)	
Fund balances - beginning	421,528	365,943	362,034	
Fund balances - ending	<u>\$443,079</u>	<u>\$ 443,079</u>	<u>\$ 311,868</u>	

**EAST NASSAU STEWARDSHIP DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
DEBT SERVICE FUND SERIES 2021  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
<b>REVENUES</b>				
Special assessment: off-roll	214,488	678,502	\$ 678,502	100%
Interest	502	1,124	-	N/A
Total revenues	<u>214,990</u>	<u>679,626</u>	<u>678,502</u>	100%
<b>EXPENDITURES</b>				
<b>Debt service</b>				
Principal	-	245,000	245,000	100%
Interest	-	433,330	433,330	100%
Cost of issuance	-	12,164	-	N/A
Total debt service	<u>-</u>	<u>690,494</u>	<u>678,330</u>	102%
Excess/(deficiency) of revenues over/(under) expenditures	214,990	(10,868)	172	
Fund balances - beginning	349,584	575,442	556,515	
Fund balances - ending	<u>\$ 564,574</u>	<u>\$ 564,574</u>	<u>\$ 556,687</u>	

**EAST NASSAU STEWARDSHIP DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2018  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year To Date
<b>REVENUES</b>	\$ -	\$ -
Total revenues	-	-
<b>EXPENDITURES</b>	-	-
Total expenditures	-	-
Excess/(deficiency) of revenues over/(under) expenditures	-	-
<b>OTHER FINANCING SOURCES/(USES)</b>		
Transfers out	-	(2)
Total other financing sources/(uses)	-	(2)
Net change in fund balances	-	(2)
Fund balances - beginning	-	2
Fund balances - ending	\$ -	\$ -

**EAST NASSAU STEWARDSHIP DISTRICT  
STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES  
CAPITAL PROJECTS FUND SERIES 2021  
FOR THE PERIOD ENDED SEPTEMBER 30, 2022**

	Current Month	Year To Date
<b>REVENUES</b>		
Interest	\$ 5,843	\$ 15,947
Total revenues	<u>5,843</u>	<u>15,947</u>
<b>EXPENDITURES</b>		
Construction costs	1,048,335	8,270,075
Total expenditures	<u>1,048,335</u>	<u>8,270,075</u>
Excess/(deficiency) of revenues over/(under) expenditures	(1,042,492)	(8,254,128)
Fund balances - beginning	3,010,279	10,221,915
Fund balances - ending	<u>\$ 1,967,787</u>	<u>\$ 1,967,787</u>

**EAST NASSAU  
STEWARDSHIP DISTRICT**

**MINUTES**

**DRAFT**

**MINUTES OF MEETING  
EAST NASSAU STEWARDSHIP DISTRICT**

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The Governing Board of the East Nassau Stewardship District held a Regular Meeting on October 20, 2022 at 10:00 a.m., at the Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034.

**Present were:**

Mike Hahaj	Chair
Tommy Jinks	Assistant Secretary
Michael Lombardo	Assistant Secretary

**Also present were:**

Ernesto Torres	District Manager
Michelle Rigoni (via telephone)	District Counsel
Zach Brecht (via telephone)	District Engineer
Amy Norsworthy	Field Operations Manager
Donald Kirk	Member of the Public

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Torres called the meeting to order at 10:00 a.m.

**SECOND ORDER OF BUSINESS**

**Roll Call**

Supervisors Hahaj, Jinks and Lombardo were present, in person. Supervisors Northrup and Fancher were 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)***

39 Mr. Donald Kirk asked when development of the Town Center is expected; it will be next  
40 to his residence. Mr. Hahaj offered to discuss this later and noted that this is not related to the  
41 District; Rayonier is the Landowner of that property.

42

43 **FIFTH ORDER OF BUSINESS**

**Consideration of Change Orders**

44

45 Mr. Brecht presented the following:

46 **A. No. 1: Burnham Construction, Inc., Wildlight – North/South Collector Road Mass**  
47 **Grading**

48 Contract increased by \$10,152.37.

49 **B. No. 3: Burnham Construction, Inc., Wildlight – North/South Arterial Roadway Phase**  
50 **1A**

51 Contract increased by \$1,265.65.

52 **C. No. 4: A J Johns, Inc., Curiosity Avenue Phase 3 and SR 200 Improvements**

53 Contract increased by \$151,477.33.

54 Mr. Hahaj asked Mr. Brecht if he recommended these change orders for approval. Mr.  
55 Brecht replied affirmatively.

56

57 **On MOTION by Mr. Hahaj and seconded by Mr. Links, with all in favor, Change**  
58 **Orders No. 1, No. 3 and No. 4, were approved.**

59

60

61 **SIXTH ORDER OF BUSINESS**

**Consideration of ETM Work Authorization**  
**No. 3**

62

63

64 Mr. Brecht presented ETM Work Authorization No. 3. This is an hourly budget with an  
65 estimated fee of \$12,000; it is in line with the approved budget.

66 For recordkeeping purposes, Ms. Rigoni recommended preparing an amended ETM  
67 Agreement to present at the next meeting.

68

69 **On MOTION by Mr. Lombardo and seconded by Mr. Jinks, with all in favor, ETM**  
70 **Work Authorization No. 3, for Fiscal Year 2023 General Consulting Engineering**  
71 **Services, in the amount of \$12,000, was approved.**

72 SEVENTH ORDER OF BUSINESS Discussion/Consideration of Proposals for  
73 Storm Water Pond Maintenance  
74

75 Ms. Norsworthy stated she obtained proposals because the contract is up for renewal  
76 and there were issues with the current provider, SOLitude Lake Management, LLC (SOLitude).  
77 She presented the following:

- 78 A. Florida Waterways, Inc.
- 79 B. Florida Lake Management, Inc.
- 80 C. SOLitude Lake Management, LLC

81 Ms. Norsworthy recommended awarding the contract to Florida Waterways, Inc., which  
82 will result in a cost savings for the District.

83 Ms. Rigoni recommended authorizing the Chair to execute the final form of Agreement  
84 and the ETM Amended Agreement and present both for ratification at the next meeting.

85 Mr. Hahaj asked if all three respondents bid the same scope of work. Ms. Norsworthy  
86 replied affirmatively.

87

88 On MOTION by Mr. Jinks and seconded by Mr. Hahaj, with all in favor, the  
89 Florida Waterways, Inc., Management Service Proposal for Storm Water Pond  
90 Maintenance, in a monthly not-to-exceed amount of \$975, and authorizing the  
91 Chair to execute, was approved.

92

93

94 EIGHTH ORDER OF BUSINESS Acceptance of Unaudited Financial  
95 Statements as of August 31, 2022  
96

97 Mr. Torres presented the Unaudited Financial Statements as of August 31, 2022. Mr.  
98 Lombardo asked what caused the "Principal prepayment" budget line item, on Page 4, to reach  
99 611%. Mr. Torres will research it and email his findings.

100

101 On MOTION by Mr. Hahaj and seconded by Mr. Lombardo, with all in favor, the  
102 Unaudited Financial Statements as of August 31, 2022, were accepted.

103

104

105 NINTH ORDER OF BUSINESS Approval of August 18, 2022 Public  
106 Hearings and Regular Meeting Minutes

107 Mr. Torres presented the August 18, 2022 Public Hearings and a Regular Meeting  
108 Minutes.

109

110 **On MOTION by Mr. Hahaj and seconded by Mr. Jinks, with all in favor, the**  
111 **August 18, 2022 Public Hearings and Regular Meeting Minutes, as presented,**  
112 **were approved.**

113

114

115 **TENTH ORDER OF BUSINESS**

**Staff Reports**

116

117 **A. District Counsel: *Kutak Rock, LLP***

118 There was no report.

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

120 There was no report.

121 **C. Field Operations: *CCMC***

122 Ms. Norsworthy stated speed humps were installed on Floco Avenue and seem to be  
123 working.

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

125 • **UPCOMING MEETINGS**

126 ➤ **November 8, 2022 at 10:00 A.M. [LANDOWNERS’ MEETING: BOARD IS**  
127 **NOT REQUIRED TO ATTEND]**

128 ➤ **November 17, 2022 at 10:00 A.M. [REGULAR MEETING]**

129 ○ **QUORUM CHECK**

130 The next meeting will be held on November 8, 2022. Mr. Hahaj stated he plans to  
131 attend the Landowners’ Meeting and provide Landowner proxy forms.

132

133 **ELEVENTH ORDER OF BUSINESS**

**Board Members’ Comments/Requests**

134

135 There were no Board members’ comments or requests.

136

137 **TWELFTH ORDER OF BUSINESS**

**Public Comments**

138

139 There were no public comments.

140 TWENTIETH ORDER OF BUSINESS

Adjournment

141

142

143

**On MOTION by Mr. Hahaj and seconded by Mr. Jinks, with all in favor, the meeting adjourned at 10:19 a.m.**

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145

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[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

150  
151  
152  
153  
154  
155

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Secretary/Assistant Secretary

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Chair/Vice Chair

**EAST NASSAU  
STEWARDSHIP DISTRICT**

**STAFF  
REPORTS**

## EAST NASSAU STEWARDSHIP DISTRICT

### BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

#### LOCATION

*Fernandina Beach Municipal Airport, 700 Airport Road, Fernandina Beach, Florida 32034*

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 20, 2022	Regular Meeting	10:00 AM
November 8, 2022 <i>continued to November 17, 2022</i>	Landowners' Meeting	10:00 AM
November 17, 2022	Continued Landowners' Meeting	10:00 AM
November 17, 2022	Regular Meeting	10:00 AM
December 15, 2022	Regular Meeting	10:00 AM
January 19, 2023	Regular Meeting	10:00 AM
February 16, 2023	Regular Meeting	10:00 AM
March 16, 2023	Regular Meeting	10:00 AM
April 20, 2023	Regular Meeting	10:00 AM
May 18, 2023	Regular Meeting	10:00 AM
June 15, 2023	Regular Meeting	10:00 AM
July 20, 2023	Regular Meeting	10:00 AM
August 17, 2023	Regular Meeting	10:00 AM
September 21, 2023	Regular Meeting	10:00 AM