

**MINUTES OF MEETING
EAST NASSAU STEWARDSHIP DISTRICT**

The Board of Supervisors of the East Nassau Stewardship District held Public Hearings and a Regular Meeting on January 18, 2024 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	Vice Chair
Max Hord	Assistant Secretary

Also present:

Craig Wrathell	District Manager
Ernesto Torres	Wrathell, Hunt and Associates, LLC (WHA)
Michelle Rigoni	District Counsel
Zach Brecht	District Engineer
Todd Haskett	CCMC
Roger Kintz	CCMC
Carol Brown	Landowner Representative
Nicholas McTurk	Resident

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 Hord were present. Supervisors Fancher and Northrup were not present.

THIRD ORDER OF BUSINESS

Chairman's Opening Remarks

Mr. Hahaj voiced his appreciation for everyone's hard work drafting the agenda and for all the efforts behind the scenes.

FOURTH ORDER OF BUSINESS

Consent Agenda

Mr. Torres presented the following:

- A. Acceptance of Unaudited Financial Statements as of November 30, 2023**
- B. Approval of December 18, 2023 Regular Meeting Minutes**
- C. Ratification Items**
 - I. Documents of Conveyance of Portions of Cross-Town Boulevard, Curiosity Avenue, and Wildlight Avenue in Pods 4 and 5**
 - II. First Amendment to Florida Waterways, Inc., Agreement for Pond Management Services [Pond 13]**

On MOTION by Mr. Hord and seconded by Mr. Hahaj with all in favor, the Consent Agenda Items, as presented, were accepted, approved and ratified, respectively.

FIFTH ORDER OF BUSINESS

Public Comments (limited to 3 minutes per person)

There were no public comments.

SIXTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements for Wildlight Village Phase 3

Mr. Wrathell recalled that updated Engineer’s and Master Methodology Reports for Wildlight Village Phase 3 were presented and approved at the last Board Meeting.

- A. Affidavit/Proof of Publication**
- B. Mailed Notice to Property Owner(s)**

Items A and B were included for informational purposes.

- C. **Consideration of Resolution 2024-12, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Within the Area Known as Wildlight Village Phase 3 Specially Benefited By Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments By the Methods Provided for by Chapters 170 and 197, Florida Statutes , and Chapter 2017-206, Laws of Florida; Confirming the District's Intention to Issue Special Assessment Revenue Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date**

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

- I. **Exhibit A: Presentation of Amended and Restated Engineer’s Report for Wildlight Village Phase 3, dated December 18, 2023, as revised and adopted January 18, 2024**

Mr. Wrathell asked Mr. Brecht to briefly review the Amended and Restated Engineer’s Report for Wildlight Village Phase 3.

Mr. Brecht presented the Amended and Restated Engineer’s Report for Wildlight Village Phase 3, dated December 18, 2023 and reported the following:

- The Report was updated to address narrative comments from Bond Counsel; most notably, to emphasize that the proposed improvements will be done on lands owned by the District and will be for public benefit.
- There were no changes to the dollar amounts, which are being expended on public infrastructure.

Mr. Wrathell summarized that there was no increase in costs; overall, the Wildlight Village Phase 3 costs total \$14,430,651. However, there was additional master infrastructure for Wildlight Village Phases 1 and 2 that was already completed for which the Developer was

not funded, which brings the total master costs to \$23,200,994 and the neighborhood infrastructure improvements at \$36,286.798, for a total of \$59,309,792.

Ms. Rigoni asked and Mr. Brecht responded to the following questions:

Ms. Rigoni: Are the cost estimates in the updated Engineer’s Report reasonable and proper?

Mr. Brecht: They are.

Ms. Rigoni: Are you aware of any reasons the District cannot move forward with the capital improvement program at this time?

Mr. Brecht: I am not.

II. Exhibit B: Amended and Restated Master Special Assessment Methodology Report for Wildlight Village Phase 3, dated December 18, 2023, as revised and adopted January 18, 2024

Mr. Wrathell presented the Amended and Restated Master Special Assessment Methodology Report for Wildlight Village Phase 3, dated December 18, 2023, as revised and to be adopted January 18, 2024. He briefly reviewed the Appendix Tables on Pages 14 through 19.

Mr. Hahaj stated he appreciated the updates and voiced his understanding that this impacts the geographical area outlined in the Engineer’s Report and Phase 3 does not impact the homeowners in Wildlight Village Phases 1 and 2, directly; it is for the Landowner. Mr. Wrathell stated that is correct; when the work is complete, Wildlight Village Phase 1 and Phase 2 residents will be able to traverse through Wildlight Village Phase 3 and they will receive a benefit that they do not have to pay for.

Ms. Rigoni asked and Mr. Wrathell responded to the following questions:

Ms. Rigoni: Do the lands subject to the assessments receive special benefits from the Wildlight Village Phase 3 project?

Mr. Wrathell: Yes, they do.

Ms. Rigoni: Are the special assessments reasonably apportioned among those lands subject to the assessments?

Mr. Wrathell: Yes.

Ms. Rigoni: Is it reasonable, proper and just to assess the costs of the Wildlight Village Phase 3 project against the lands of the District in accordance with the Methodology, which results in the special assessments set forth in the assessment roll?

Mr. Wrathell: Yes.

Ms. Rigoni: Will the special benefits that are received by the land be equal to or in excess of the special assessment levied?

Mr. Wrathell: Yes.

Ms. Rigoni: Is it in the best interest of the District to levy special assessments to be collected in accordance with the Methodology and the resolutions.

Mr. Wrathell: Yes.

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.**

No affected property owners or members of the public spoke.

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.**

The Board, sitting as the Equalizing Board, made no changes to the assessment levels.

On MOTION by Mr. Jinks and seconded by Mr. Hord, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2024 and read the title.

Ms. Rigoni summarized Sections 1 through 11 of the Resolution, noted that the Report titles and the dates mentioned will be updated to include the corrected date that the Resolution was prepared. She recommended adoption, in substantial form.

On MOTION by Mr. Hahaj and seconded by Mr. Jinks, with all in favor, Resolution 2024-12, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Within the Area Known as Wildlight Village Phase 3 Specially Benefited By Such Projects to Pay the Cost

Thereof; Providing for the Payment and the Collection of Such Special Assessments By the Methods Provided for by Chapters 170 and 197, Florida Statutes , and Chapter 2017-206, Laws of Florida; Confirming the District's Intention to Issue Special Assessment Revenue Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, in substantial form, was adopted.

SEVENTH ORDER OF BUSINESS

Public Hearing to Consider the Adoption of an Assessment Roll and the Imposition of Special Assessments Relating to the Financing and Securing of Certain Public Improvements for Preliminary Development Plan #4

- A. Affidavit/Proof of Publication**
- B. Mailed Notice to Property Owner(s)**

Items A and B were included for informational purposes.

- C. Consideration of Resolution 2024-13, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Within the Area Known as Preliminary Development Plan #4 Specially Benefited By Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments By the Methods Provided for by Chapters 170 and 197, Florida Statutes, and Chapter 2017-206, Laws of Florida; Confirming the District’s Intention to Issue Special Assessment Revenue Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date**

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, the Public Hearing was opened.

I. Exhibit A: Amended and Restated Engineer’s Report for Preliminary Development Plan #4, dated December 18, 2023, as revised and adopted January 18, 2024

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, the Public Hearing was opened.

Mr. Brecht presented the Amended and Restated Engineer’s Report for Preliminary Development Plan #4, dated December 18 2023. The changes made were strictly narrative, as per Bond Counsel’s comments, and there were no changes in cost.

In response to Mr. Wrathell’s question, Mr. Brecht confirmed that the total buildout for master infrastructure is \$216,153,000 and the total neighborhood infrastructure improvement amount is \$249,151,000, for a total of \$465,304,000.

Ms. Rigoni asked and Mr. Brecht responded to the following questions:

Ms. Rigoni: Are the cost estimates still reasonable and proper?

Mr. Brecht: They are.

Ms. Rigoni: Are you aware of any reasons the District cannot carry out the capital improvement program for PDP #4?

Mr. Brecht: I do not.

II. Exhibit B: Amended and Restated Master Special Assessment Methodology Report for Preliminary Development Plan #4, dated December 18, 2023, as revised and adopted January 18, 2024

Mr. Wrathell presented the Amended and Restated Master Special Assessment Methodology Report for Preliminary Development Plan #4, dated December 18, 2023, as revised and to be adopted January 18, 2024. He briefly reviewed the Appendix Tables on Pages 14 through 19.

Ms. Rigoni asked and Mr. Wrathell responded to the following questions:

Ms. Rigoni: Do the lands subject to the assessments receive special benefits from the PDP #4 project?

Mr. Wrathell: Yes.

Ms. Rigoni: Are the special assessments reasonably apportioned among those lands subject to the assessments?

Mr. Wrathell: Yes.

Ms. Rigoni: Is it reasonable, proper and just to assess the costs of the PDP #4 project against the lands of the District in accordance with the Methodology?

Mr. Wrathell: Yes.

Ms. Rigoni: Will the special benefits that are received by the land be equal to or in excess of the special assessment levied?

Mr. Wrathell: Yes.

Ms. Rigoni: And is it in the best interest of the District to levy those assessments to be collected in accordance with the Methodology?

Mr. Wrathell: Yes.

- **Hear testimony from the affected property owners as to the propriety and advisability of making the improvements and funding them with special assessments on the property.**

No affected property owners or members of the public spoke.

- **Thereafter, the governing authority shall meet as an equalizing board to hear any and all complaints as to the special assessments on a basis of justice and right.**

The Board, sitting as the Equalizing Board, made no changes to the assessment levels.

Mr. Hahaj stated PDP #4 does not affect homeowners in Wildlight Villages Phases 1 and 2. Mr. Wrathell stated, if residents from Wildlight Villages Phases 1 and 2 eventually traverse into the PDP #4 area, they can do so without having to pay any costs associated with it.

On MOTION by Mr. Jinks and seconded by Mr. Hord, with all in favor, the Public Hearing was closed.

Mr. Wrathell presented Resolution 2024-13 and read the title.

Ms. Rigoni stated that Staff will update the Report titles and dates. She recommended adoption in substantial form.

On MOTION by Mr. Hord and seconded by Mr. Jinks, with all in favor, Resolution 2024-13, Authorizing District Projects for Construction and/or Acquisition of Infrastructure Improvements; Equalizing, Approving, Confirming, and Levying Special Assessments on Property Within the Area Known as Preliminary Development Plan #4 Specially Benefited By Such Projects to Pay the Cost Thereof; Providing for the Payment and the Collection of Such Special Assessments By the Methods Provided for by Chapters 170 and 197, Florida Statutes, and Chapter 2017-206, Laws of Florida; Confirming the District's Intention to Issue Special Assessment Revenue Bonds; Making Provisions for Transfers of Real Property to Governmental Bodies; Providing for the Recording of an Assessment Notice; Providing for Severability, Conflicts and an Effective Date, in substantial form, to be updated by Counsel, in substantial form, was adopted.

EIGHTH ORDER OF BUSINESS

Consideration of Second Amendment to Florida Waterways, Inc., Agreement for Pond Management Services [Ponds WL-5-1, WL 5-2, WL-4-4A, WL-4-2, WL-4-1]

Mr. Torres presented the Second Amendment to the Agreement between the District and Florida Waterways, Inc., for Pond Management Services of Ponds WL-5-1, WL 5-2, WL-4-4A, WL-4-2 and WL-4-1, for an additional \$300 in services.

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, the Second Amendment to the Florida Waterways, Inc., Agreement for Pond Management Services for Ponds WL-5-1, WL 5-2, WL-4-4A, WL-4-2 and WL-4-1, for an additional \$300, was approved.

NINTH ORDER OF BUSINESS

Consideration of Acquisition Agreement for Wildlight Village Phase 3 (Series 2024 Bonds)

Ms. Rigoni presented the Acquisition Agreement between the District and Wildlight LLC for the Wildlight Village Phase 3 project related to the Series 2024 Bonds. The substantial terms

of the Agreement are the same as the 2018 and 2021 deals in that the same structure is followed and the Agreement provides for similar documentations and expectations for any acquisitions that were for reimbursement with the bond proceeds. Ms. Rigoni recommended approval in substantial form.

On MOTION by Mr. Hahaj and seconded by Mr. Jinks, with all in favor, the Acquisition Agreement for Wildlight Village Phase 3 (Series 2024 Bonds), in substantial form, was approved.

TENTH ORDER OF BUSINESS

Discussion: Phase 3 Roadways Acquisition

There were on updates.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2024-16, Amending Resolution 2023-10, Which Levied and Imposed an Annual Operations and Maintenance Special Assessment for the Fiscal Year Beginning October 1, 2023; Confirming, Ratifying, and Approving Amended O&M Assessment Roll for Fiscal Year 2023/2024; and Addressing Conflicts, Severability and an Effective Date

Mr. Torres presented Resolution 2024-16.

Mr. Wrathell recalled that, at the last meeting, Staff presented a memo with assessment corrections on the tax bill for the Skinner properties. This Resolution essentially recognizes the adjustment.

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, Resolution 2024-16, Amending Resolution 2023-10, which Levied and Imposed an Annual Operations and Maintenance Special Assessment for the Fiscal Year Beginning October 1, 2023; Confirming, Ratifying, and Approving Amended O&M Assessment Roll for Fiscal Year 2023/2024; and Addressing Conflicts, Severability and an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Discussion Regarding Form of Special Event Application and Related Rules, Policies and/or Fees

Ms. Rigoni recalled that, at a previous meeting, the Board entertained and authorized Staff to proceed with coordinating the Run Wild 10K event and there was also a recent bicentennial event. In consultation with various Landowners in the District, Staff realized that, as the District continues to grow, additional community event requests will be presented. For this reason, Staff recommends having an official Special Events Form that makes basic protections for the District and will require special events insurance indemnification. Staff is in the process of preparing a Special Events Form for review and, once finalized and approved, Staff will coordinate with Field Operations and District Management for processing and implementation.

THIRTEENTH ORDER OF BUSINESS

Consideration of Cost Share Agreement with Wildlight Residential Association and Wildlight Commercial Association for Utility Cart Purchase and Related Maintenance Costs

Mr. Torres presented the Cost Share Agreement with Wildlight Residential Association and Wildlight Commercial Association for Utility Cart Purchase and Related Maintenance Costs. The costs for the utility cart will be shared by the District, Residential Association and the Commercial Association, with each paying one-third.

On MOTION by Mr. Jinks and seconded by Mr. Hord, with all in favor, the Cost Share Agreement with Wildlight Residential Association and Wildlight Commercial Association for Utility Cart Purchase and Related Maintenance Costs, was approved.

FOURTEENTH ORDER OF BUSINESS

Development Update/Staff Reports

A. Developer

There was no update.

B. District Counsel: Kutak Rock LLP

- **Update: Required Ethics Training**

Ms. Rigoni reviewed the Kutak Rock Memorandum with updated information regarding the required annual four hours of the ethics training that all Board Member must complete, commencing in January 2024, including training course links and Form 1 filing instructions for 2025.

Ms. Rigoni discussed a temporary office space that is no longer needed and asked for a motion to terminate the cost-share agreement related to it.

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, terminating the cost-share agreement related to temporary office space that is no longer needed, was approved.

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

Mr. Brecht reported the following:

- Cross Town Boulevard is fully operational and open.
- The next loop to enter and travel around the Wildlight amenity area is being finalized.
- The PDP #4 project commenced and is progressing.
- The County will be making road improvements on Chester Road.

Discussion ensued regarding the timing of the roadwork by the County and the ongoing construction occurring in and around the District.

D. Field Operations: CCMC

Mr. Haskett stated, other than the items in the December Operations Report provided, Staff is obtaining bids for installation of three additional speed humps.

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

- **NEXT MEETING DATE: February 15, 2024 at 10:00 AM**
 - **QUORUM CHECK**

Supervisors Hahaj and Hord confirmed their attendance at the February meeting. Supervisor Jinks was uncertain.

FIFTEENTH ORDER OF BUSINESS

Board Members' Comments/Requests

There were no Board Members' comments or requests.

SIXTEENTH ORDER OF BUSINESS

Public Comments

Resident Nicholas McTurk stated he was unofficially elected to be the spokesperson for his neighborhood. He reported the belief that there is an issue with motorists speeding on Daydream and that, if it is not addressed, someone will likely get hurt. Mr. Hahaj stated it is being addressed.

SEVENTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Hahaj and seconded by Mr. Hord, with all in favor, the meeting adjourned at 10:58 a.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair