

MINUTES OF MEETING
AMELIA WALK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Amelia Walk Community Development District was held Tuesday, January 20, 2015 at 2:30 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Circle, Fernandina Beach, FL 32034.

Present and constituting a quorum were:

Chris Kuhn	Chairperson
Greg Matovina	Vice Chairman
Vicki Bratvold	Supervisor
Chris O'Bannon	Supervisor
Grady Miars	Supervisor (by phone)

Also present were:

Dave deNagy	District Manager
Jason Walters	District Counsel (by phone)
Wesley Hunt	Evergreen Lifestyles Management
Dan McCranie	District Engineer

FIRST ORDER OF BUSINESS

Roll Call

Mr. deNagy called the meeting to order at 2:30 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience members present.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the November 18, 2014 Meeting

On MOTION by Mr. Matovina seconded by Mr. Kuhn with all in favor the Minutes of the November 18, 2014 meeting were approved.
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FOURTH ORDER OF BUSINESS

Approval of the Minutes of the November 18, 2014 Landowner's Meeting

On MOTION by Mr. Kuhn seconded by Mr. O'Bannon with all in favor the Minutes of the November 18, 2014 Landowner's meeting were approved.

FIFTH ORDER OF BUSINESS

Other Business

There being none, the next item followed

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Walters stated I don't have anything for the board. Heading into legislative session here in Tallahassee, and we will monitor bills that may affect District operations and report back to the board if those become pertinent.

Mr. O'Bannon asked what happened with the negotiations you were having with the county on the administration of the tax roll.

Mr. Walters responded the agreement is 1%, and that is where we are. The invoice will be paid for 1% for whatever they spend, and I know they have been sending out invoices that were incorrect, but to me that is on them, not us.

Mr. O'Bannon responded that's okay, I was just curious.

B. Engineer

Mr. McCranie stated we have been in the process of re-permitting Phase 2 and 3 and finally have gotten them. We have some deep sewer and so I have finally gotten approval from JEA for all of Phase 2. I am waiting on them to approve Phase 3. I sent out letters and got two year extensions to any of those that are within the window.

C. Manager

Mr. deNagy stated I want to say thank you to Wesley. I have been working with him for several weeks now, and Wes has had a lot of good questions. I feel comfortable with how things are being managed here. I took a drive around before the meeting today, and we have nice new No Trespassing signs put up, and it gives the Nassau County Sheriff's Department some authority to cite people that are trespassing. I hope that will work out. We will move to Wes for his report, but we also have a handout, and Wes is going to talk about the amenity policies, and there are a couple of revisions to the policies. Also, the door system we have here

and a locking mechanism, there are a couple of proposals in front of you that Wes has put together he will talk about.

D. Community Manager

Mr. Wesley Hunt stated the first concern is based on the No Trespassing signs. Some of the concerns they still have is people go down in the cul-de-sacs and park. They do drugs, they drink, they enjoy themselves. My question was whether or not a sheriff can come in here and arrest and fine those people, or is it the same idea with the No Trespassing for the fishing where you have to have a warning of some sort. If that is the case, my thought would be why not have a sign created that you can put in front of the entrance to the community that says, "you are now entering a private community," or a CDD community of some sort to provide a warning to individuals that gives the police the right to – I don't know if that is the case.

Mr. Kuhn stated Jason, that is for you. These are public community development district roads.

Mr. Walters asked have the roads been turned over the county?

Mr. deNagy responded no, they won't be. They will belong to the District.

Mr. Walters responded the District has constructed those roads with public bonds, so they are generally required to be open to the public. The question is really what is the activity that is being done in the cul-de-sac, is it loitering or trespassing.

Mr. Hunt stated it is mostly loiter and trespassing and teenage kids drinking and doing things on the property.

Mr. Walters stated to the extent they are breaking the law, for example, if there are underage people drinking or if there people down there doing drugs, I think we can go straight to the Sheriff's Department to interact. If they are just simply sitting there, or kids are making out or something not illegal, we can look into some parking policies for the roadways, which we may be able to then bootstrap into trespassing or loitering type things. If it really is a case of kids that shouldn't be there, I think it is just a matter of alerting the police to go down there and catch them or trying to work with them to go down there and get them out of there. What we won't be able to do is say if you don't live here, you can't drive on the roads. I think the best way to handle it, especially when there is underage drinking or any kind of illegal activity going on, law enforcement can deal with it straight away without the District having to do

anything. I would convey that to the residents. Tell them if you see illegal activity to call the Sheriff's Department right away.

Mr. Hunt responded thanks. The next item is the proposal for the access control system. Door King is the provider here. One of the problems I noticed right off the bat that got me into investigating was let's say you are in a wheelchair or are handicapped in some way, and you are in this room right here, and it catches fire; there is no way that an individual can hold that button in and turn the door handle at the same time. The mechanism that holds the magnetic lock at the top is supposed to have a release on it for 5 or 10 seconds. Most of the doors in this facility are that way. You have to hold the button and turn the handle to open the door. To my understanding, I believe that is not up to code, so that would be one of my main concerns. I had an inspector in here from one of the access control companies, they are certified with Door King, and he took the covers off and when Door King was installed back in the day, they used the wrong type of wires. Instead of 8 wires inside the wire that runs these locks, they only used 6, meaning there is no wire that runs from the lock back to the system to provide that delay. So that is an issue. There are multiple ways that can be fixed. Edward Ornamental Iron is one that came in and did a full-scale inspection of the whole system. I also had Emergency Systems come in and do one, and they just did a basic inspection. It was not nearly as detailed, so their proposal just proposes to fix the locks on the door. There are some other issues that were found when the actual full-scale inspection was done. One of the options with the full-scale inspection is that they found the wire was the issue. Now they can come in and would run wire throughout the whole facility. Basically they would have to rewire the whole access system meaning go into the crawlspace, pull wires through to get the handles to work. One of the other options is they make a cheaper version of this button that you can slap on there, and it is like a manual timer. You press it in, and it takes a while to pop back out. Once it pops back out, it relocks the door. While it is pushed in, it maintains it unlocked, which would work in this situation. It is not perfect, but it would bring it up to code. During the full-scale inspection, we went up top, and we realized there are supposed to be four circuit boards up there inside a metal panel. Whoever installed the first one installed one circuit board in the correct metal panel, and then they installed another one and kind of rigged it so three of the doors are on the same panel. Then they put that panel inside your main electric box, which is not to code and I guess illegal. Then they went on the backside of the wall and they zip-tied

all four plugs for the security system into one electrical outlet, and zip-tied it to a truss up there of some sort. It is already singed, and you can actually see the insulation and stuff like that at one point was burned and caught fire. They duct-taped the wires to things up there. It is pretty messy. It was a pretty choppy job. It is a fire hazard and would be a concern of mine, especially when you look up there and can see the burned and singed material. Those are the concerns that need to be fixed. One proposal is to do a full-scale modification of the system, repair and update the system, and the other is just to fix the doors. My recommendation would be that at least you have to fix the fire hazard the attic, whether you use the cheaper versions of the buttons or re-wire it, that is a board decision, but at least you have to have the company come in and fix the fire hazard. You can't have high-powered electric lines zip-tied together into one electrical socket.

Mr. deNagy stated just so the board knows, Edwards Ornamental Iron provided a full-scale proposal. ESI provided a limited scale proposal, but they will be back tomorrow to do a full-scale proposal. ESI is associated with Door King too, correct?

Mr. Hunt responded they both are certified with Door King, that is how I found them. Edward Ornamental does gates, but they also got into the access control business. Their main business is the ornamental gates, but the guy that came in was very helpful. He seemed very knowledgeable. He is the one that found most of these issues. The only reason that Emergency Systems didn't do it was she was the first one to come and do an inspection, so she did just a basic inspection of the system. At the time I didn't know they should take all these panels off and take the covers off, which is what the second company did. So I am going to have Emergency Systems, Inc. come out tomorrow and do their full-scale inspection, which would be very similar to Edwards Ornamental, and they will provide their analysis and proposal for fixing the system. We will have two proposals, and I will be happy to get another third or fourth proposal.

Mr. Kuhn stated Edwards Ornamental is the complete proposal we have today. The \$11,562 would be to fix everything.

Mr. Hunt responded that would be everything, and there may be – I need to speak to him because he and I had talked about possibly putting card readers on the gates, and we only reason we talked about that was because if you are parent and you have kids in the pool, and you have kids at the playground, the only way that you kid can get from the pool to playground

is to go outside the facility and around. Honestly, if people want to get into the pool, I don't see what the deal with the card reader is, in my opinion, simply because if I want to get into the pool, like most people do in the past they jump the gate and get in, so having a card reader on the gates wouldn't make sense from a safety issue from a parent. That was complaint from a couple of parents that I spoke to last month had – that they can't have their kids at the playground and the pool and keep an eye on both because one has to go outside. That may include that in that proposal, but he said that would only be \$1,000 or \$2,000, like \$1,500 to do those two card readers, so best case scenario it is \$10,000 if you don't do those.

Mr. Kuhn asked about the \$2,477 option

Mr. Hunt responded I believe that is to replace the panels upstairs, the electrical wire.

Mr. Kuhn asked is that amount in addition to the \$11,000? That option is within the total repair of this system.

Mr. Hunt responded yes. He was saying no matter what we have to replace the electrical problem upstairs, and so that was that proposal, and the rest would be if he did a full-scale fix.

Mr. Kuhn stated let's authorize repair and replacement of the automatic door system not to exceed \$11,562.96 and subject to your getting a second proposal. If ESI's number is less, we will consider their proposal. Let's clarify before we drop the contract. If it is okay, I would ask the board to allow me to work with staff on the scope of work related to the playground pool fence.

On MOTION by Mr. Kuhn seconded by Mr. Matovina with all in favor to authorize repair and replacement of the automatic door system not to exceed \$11,562.96 was approved.

Mr. Hunt stated I want to go over the policies and finish up with my monthly report. There are a few typos and things I have questions on, and I also changed the contact information for the residents on who they need to contact for access cards, rentals, and things like that. I switched it over to Evergreen Lifestyles Management. Everything will go through there. We have a 24-hour hotline. We have an email address set up for Amelia Walk. We have mailing address, and now I am onsite as well at least part-time during this season. One of the first questions I had was if you are 14 years or older, you can do this; and you if you are less than 14, you can do that, but under General Provisions, which is under #2, it says

"Children under 14 years of age must be accompanied by a parent or authorized person 18 years or older." If you are 14 years old, do you have to be accompanied by a parent?

Mr. Kuhn stated I think what it says is if you are 14 or older, you have free rein, and if you are under 14, you need to be with a parent or 18-year-old. Why don't you walk through with what these concerns are; I am not sure we want to make changes in real time at this meeting, but maybe we can consider these for the next meeting.

Mr. Hunt responded that is not a problem. I have a question, are dogs permitted on the CDD premises? Are they not welcome here at the Amenity Center? I don't know where dogs are permitted on the premises.

Mr. Kuhn stated this states they are not permitted at the Amenity Center, so they are welcome in private yards and the rights of way. I imagine you will get some pushback, but I think the plan is to keep them out of spaces that kids are playing and out of the pool.

Mr. Hunt stated we don't have hours posted on the pool. There is a space for it, but there are no hours posted.

Ms. Bratvold stated I think we should post it.

Mr. Kuhn stated yes, we need to do that before the swim season starts.

Mr. Hunt stated on that same subject, I would like to take the exact same sign and put it right here by this front gate so when you walk into the pool, you read the rules right off the bat. When it is way in the back, most people probably never read those rules. I want when you walk in, you are on notice right away of the pool rules before you even reach the pool. The hours would be posted also. There are some organization issues, and a lot of that stems from we have the rules posted out on this board out here so the residents can see it, however, because this is the way this is set up, if it was aligned correctly and organized better, the rules would fit on that board nicely, and the residents would be able to read the entire document. There are some chairs on the tennis courts the residents brought. Obviously it says no chairs are provided, it should be permitted, on the tennis court. Do we care? Is it worth it? I don't know, but people use them. They flip over all the time; they blow around in the wind. Do I remove them; do I leave them? There are some typos, formatting issues, and redundancy. When I read something like this, I am used to making those changes.

Mr. Kuhn asked Mr. Walters what do we need to modify the policies regarding the use of the Amenity Center?

Mr. Walters asked just the policies themselves?

Mr. Kuhn responded yes.

Mr. Walters stated those can be amended by motion and by board action. If we are trying to get this done prior to opening the facilities for the summer, we could accept the changes that he has provided and offer the chair to finalize any of the questions, or we can bring it back to the next meeting.

Mr. Kuhn stated can we do that, have the chair work with Dave, Wesley and you on a re-draft and clean up of this document, and we can bring that back for consideration at the next meeting.

Mr. Walters responded yes, we can do that.

Mr. Kuhn stated we will consider it at the next meeting.

Mr. Hunt stated that is fine with me, and I will be happy to be involved in that as well. Finally, I will finish up with what I have been doing for the last four weeks. We have two new contracts in place. One is with Fitness Pro. They are doing all the preventive maintenance on the fitness equipment, and they will also do any repairs. They have already done a number of repairs on the equipment. They send me a detailed list of everything they do and when it is inspected so if anybody gets hurt or if something was to happen to the machines, we know the last time they were inspected. We also have an annual inspection for the fire extinguishes in place. They are fully inspected and ready to go. I have completed some maintenance things, and we talked about the no trespassing signs around the ponds. The social room locks have been re-keyed because a resident had a key and was throwing parties in here without an attendant, so we fixed that issue. We had a tree limb growing on the playground that was removed. The tennis courts were unplayable in the morning because of irrigation issues. I fixed that. The men's and women's bathrooms stalls and doors are all fully functional. The old trailer was removed, and we had a new refrigerator installed. I am in the process of fixing the card system. We had a dumpster lock installed because a lot of residents were using it as their personal dumpster. We are working on renewing the pool permit. We have sidewalks that have large lips, so they are being ground down. There was tall grass on vacant lots, and I had Valleycrest mow that down. I don't know if that is my responsibility.

Mr. Kuhn responded if it is vacant lots, it is the developer issue.

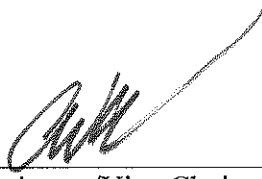
Mr. Hunt stated I had Valleycrest mow them down regardless.

TENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Kuhn seconded by Mr. Matovina with all in favor the Meeting was Adjourned.


Secretary/Assistant Secretary


Chairman/Vice Chairman