

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, March 21, 2017 at 2:00 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 (by phone)
Chris O'Bannon	Supervisor
Rose Bock	Supervisor
Greg Matovina	Supervisor
Chris Hill	Supervisor

Also present were:

Daniel Laughlin	Assistant District Manager
Jason Walters	District Counsel
Dan McCranie	District Engineer
Jennifer Erickson	Evergreen Lifestyles Management
Greg Kern	Greenpointe Homes
David deNagy	GMS

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 2:00 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the February 21, 2017 Meeting

On MOTION by Ms. Bock, seconded by Mr. O'Bannon with all in favor the Minutes of the February 21, 2017 meeting were approved.

FOURTH ORDER OF BUSINESS

Acceptance of the Audit Report for Fiscal Year 2016

Mr. Laughlin stated on Page 2, we have the opinion, which states "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund of the *Amelia Walk Community Development District*, as of September 30, 2016, and the respective changes in financial position thereof and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America." On Page 26, regarding internal controls, "...we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses." On pages 28 and 29 are the management comments. It is basically saying this is a clean audit and everything looks good.

On MOTION by Mr. Kuhn, seconded by Mr. O'Bannon with all in favor to accept the Audit Report for Fiscal year 2016 was approved.

FIFTH ORDER OF BUSINESS

Consideration of Proposal for Hardscape Improvements

Mr. Kern had additional handouts for the board. Included in the agenda package is the proposal from Rollings Construction for the Phase II Amelia Walk hardscape. The bid set was developed by Prosser. There is a line item for sidewalk repairs as per the scope for the Phase II hardscape. In the bid summary, the sidewalk repair line item has been backed out. In summary, the Rollings Construction number is for the Phase II hardscape scope. Rollings was the only bidder to submit. One requested bidder declined to bid, and the other requested bidder did not submit a bid. It has been a difficult scope to get anyone interested in. The proposal from Rollings Construction, Inc. is \$61,726.50. That would be a number that seemingly falls inside the funds under the issuance and well under the estimate provided by the landscape architect, Prosser. Prosser's estimate for the hardscape scope alone was a \$95,000 number outside of a 10% contingency.

Mr. Kuhn stated although we didn't a lot of interest in that scope of work, we have a proposal that is within our budget and within the design professional's cost?

Mr. Kern responded yes.

Mr. Walters stated this number is well within the threshold, so we didn't have to go through the formal process.

Mr. Kuhn asked does this include only new monuments or is it also for the existing Phase I area as well?

Mr. Kern responded only for Phase II. The new construction of two primary and two neighborhood signs are secondary signs, so the four total monuments for Phase II.

On MOTION by Mr. Kuhn, seconded by Ms. Bock with all in favor to accept the proposal from Rollings Construction, Inc. for hardscape improvement in the amount of \$61,726.50 was approved.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Walters stated I don't have any action items for the board. I will circulate the latest version of the *Capitol Reports*. This is only the second week of session. Cut-off for new bills to be filed has come and gone, which is a good thing. Several bills we are monitoring will have some sort of impact on Districts if they get legs and move forward. Some we think will, and some we hope will die a quick death without a Senate or House companion.

B. Engineer

Mr. McCranie stated since the last meeting, we have had Requisition #37. This is the final payment for platting for the rear lot corners. It needs to be ratified. I am working on the annual report, and I anticipate having it done near the end of this month.

On MOTION by Mr. Hill, seconded by Mr. O'Bannon with all in favor to ratify Requisition #37 in the amount of \$4,750 was approved.

C. Manager

Mr. Laughlin stated FY18 budget is coming up. We will talk about it at the May meeting.

D. Community Manager - Report

The report is located in the agenda package under Section VII-D

Ms. Erickson briefly reviewed the maintenance items completed and stated the swings are estimated to be installed on April 15. She met with a construction company who chose to give a bid on the monument repairs and other items, but he was in the hospital and has not submitted a bid at the time. Ms. Erickson stated some of the residents want to have a ladies' night painting night. A lot of pubs and bars do these things for around \$30 a person. This is something the ladies pay for on their own but have the CDD host it. We would provide refreshments and location, and they would pay the instructor directly. I would like to get permission to move forward with that.

Ms. Bock asked is this an alcohol event?

Ms. Erickson responded no. They call it wine and painting. Generally ladies get one glass of wine or water, and they do a 2-hour painting class. In Jacksonville there are a lot of painting companies that do that. Locally they are all at bars, so moms, people who don't want to go to the bars are excluded from these things. It seems to be something that a lot of people have requested to do. The CDD would host it. We would host it here. We would set everything up. The instructor will come in and provide all the canvases and paint. We do have liability insurance for alcohol, so I would serve one glass of wine to the ladies, so it would be District-sponsored.

Mr. Hill asked this is only for the residents?

Ms. Erickson responded correct, no outsiders, just the residents.

The board agreed to let Ms. Erickson proceed.

Ms. Erickson stated we are hosting our first Sangria Social on Saturday. We have gotten a lot of positive feedback for that, so I will let you know how that goes. Overall the residents are happy, and I have gotten a lot of positive feedback about the changes.

EIGHTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There were no supervisor requests
There were no audience comments

NINTH ORDER OF BUSINESS Financial Reports

- A. Balance Sheet & Income Statement**
- B. Approval of Check Register**
- C. Special Assessment Receipts Schedule**

Mr. Laughlin stated a copy of your financial statements is included in your agenda package as of February 28, 2017. The total of the check register is \$17,880.28

On MOTION by Mr. Kuhn seconded Ms. Bock by with all in favor the check register in the amount of \$17,880.28 was approved.

**TENTH ORDER OF BUSINESS Next Scheduled Meeting for April 18, 2017
at 2:00 p.m. at the Amelia Walk Amenity
Center, 85287 Majestic Walk Circle,
Fernandina Beach**

Mr. Laughlin stated the next scheduled meeting is April 18, 2017 at 2:00 p.m. at this location.

ELEVENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. O'Bannon seconded by Ms. Bock with all in favor the Meeting was Adjourned.

Secretary/Assistant Secretary



Chairman/Vice Chairman