

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, April 18, 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
Chris Hill	Supervisor

Also present were:

Daniel Laughlin	District Manager
Jason Walters	District Counsel (by phone)
Dan McCranie	District Engineer (by phone)
Jennifer Erickson	Evergreen Lifestyles Management
Greg Kern	Evergreen Lifestyles Management
Dave 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 March 21, 2017 Meeting

On MOTION by Mr. O'Bannon, seconded by Mr. Hill with all in favor the Minutes of the March 21, 2017 meeting were approved.
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FOURTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Mr. Walters stated I don't have any action items for the board.

B. Engineer

Mr. McCranie stated I have completed the annual report. I would like to receive comments to make sure there is nothing I am missing. I will send it out to Jason, and if there are changes we will make them. I will then make a final pdf to send out to the board, and it can be ratified at the next meeting.

C. Manager

Mr. Laughlin stated Mr. deNagy has worked out a draft budget. A handout was provided to the board members.

Mr. deNagy stated I have put together some preliminary numbers. Our budget meeting will be in May. For the benefit of our audience members, the O&M and Debt Service budgets for FY18 will be considered for approval by the board at our May meeting. It is a 2-step process. The budget itself is approved, then we need to let 60 days lapse during which time we send the budget off to the county for review and comments from them. It is then brought back to the board for final adoption. That then serves as the basis for the assessments for FY18. I have handed out to the board a preliminary General Fund Budget. The CDD assessment has two components. We have the General Fund, and then we have the Debt Service assessment. The Debt Service assessment pays back the bond. The General Fund assessment is the maintenance and upkeep. The Debt Service is typically for 30 years like a mortgage unless we refund the bonds. The General Fund assessment portion is variable from year to year and may go up. We are actually considering increasing the O&M budget this year. This is just preliminary for the board to think about, and we will come backing May for considering approval of the budget. We are looking at an increase of about \$152 a year. The big components are our increases in road maintenance reserves that we need. Our engineer has provided us with an estimate of rebuilding and resurfacing the Phase I roads in about five years. So we are amortizing that cost of \$350,000 over the next five years in our operating budget. The Phase II roadways have an amortizing period of 15 to 20 years, so there may be some additional road maintenance reserves that we need to build into our operating budget. Mr. McCranie will get an estimate together for resurfacing the Phase II roads.

Mr. deNagy stated one other thing to look at is pool resurfacing. I did not put any numbers in here yet for that. We anticipate that happening maybe as soon as FY20. We will get some cost estimates for that project as well. There is a significant increase in FY18 of landscaping which includes the addition of Phase II. There is an increase with Evergreen Management with some general cost increases in managing the Amenity Center. We are proposing an increase in the management fees for GMS. Those are the highlights are now. I have talked to Chris Kuhn and Jason and Mike Taylor about the budget. We will continue to have conversations about tweaking this budget before we bring it back to you.

Mr. Kuhn stated to Ms. Erickson I think it would be helpful in advance of the adoption of the budget and reviewing it in more detail next month. I know you have been thoughtful about the landscape budget and included some things in there we know we have to do every year but what are the numbers of the little things like replacing a plant that doesn't have to come before the board. I think it would be helpful if I could have some information on what part of the landscape budget increase is that kind of a thing versus just a rate increase from the contractor.

Ms. Erickson responded with the budget I do provide a breakdown of where everything is going as far as plants Phase I, anticipated projects, etc. I will provide that to everyone.

D. Community Manager - Report

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

Ms. Erickson stated I have given the board a copy of the Evergreen Lifestyles Management proposal for the District's consideration so you can look over this for next month's agenda for the budget.

Ms. Erickson briefly reviewed some of the items listed in her report.

Ms. Erickson stated I have a lot of residents reaching out to me concerning the parking in the roadways and some of them are blocked. It maybe won't block a first responder, but it blocks vehicles coming around corners. For people riding bikes, it makes visibility very difficult. This is something the residents want to review. We do have some residents here. Right now we don't have a ban or regulation stating that resident can't park in the streets, so it is becoming an issue, especially on the side roads.

SIXTH ORDER OF BUSINESS

Supervisor's Requests and Audience Comments

There were no supervisor requests

Mr. Bob Rosia, 85570 Berry Essa Way, stated there is trash in the lakes. It is really a mess, and it is continuous. I don't understand why something can't be done about it. I did talk to Jen about it, and I did see someone pick up trash, but they were throwing it back in the woods. Now that is in the woods, but there is still stuff in the lakes. A lot of the trash is being left by the builders and vendors.

Ms. Erickson stated AV Homes has a day laborer, we have paid Lake Doctors to come out and clean. They don't do underwater cleaning, but they do pick up things they are able to grab. Our cost for that is \$275 minimum for them to come out and do that. The day laborers for AV Homes are sub-par, but I am talking with them constantly about their trash. On average I pick up one 13-gallon trash bag a day of trash. We are spending at least five to seven hours a week cleaning behind the builders right now. If there is something we could do like billing the builder for so many hours of clean-up, that would be a good thing to do.

Mr. deNagy asked Mr. Walters if that is something we could do.

Mr. Walters asked in terms of imposing a fine?

Mr. deNagy responded yes. If we are paying \$275 every time Lake Doctors comes out to pick up trash, is that a cost we can pass on to the builder?

Mr. Walters responded it is a cost that we can certainly request that they join in on. In terms of imposing a fine or demanding they do it, it is going to be a little bit more complicated. Tracking the trash from the lake back to where it came from isn't always easy, so you run into a problem of enforcement. It is something where we can probably have an open dialogue with the builders. You can say we are having an increased level of trash, and a lot of that is likely attributed to the construction activities. This is what we are doing to keep up with it. Is this something you would be willing to participate in? We can then see where they go from there. If not, we can start hammering down on them in terms of being responsible for containing their construction sites.

Mr. Nick Capano, 85600 Berry Essa Way stated his concern has to do with parking. We spoke to a couple of county sheriffs who indicate that the roads still fall under county law.

Unless the space on the street is designated parking, whether it be a painted section, then you can complain about a car parked there, and the people will be warned, and then they could be ticketed. They also told us that a car parked blocking the sidewalk is also illegal. It sounds like it is something that can be handled by the CDD just following the laws of the county. I feel like if the CDD wanted to do something, they could do something. As far as the trash, AV Homes doesn't care. If you dredged up all the garbage that is in the pond near my house, it is construction material. I guarantee 90% of it is wrapping from shingles and other things like that. Unless somebody puts the hammer to them, they are not going to improve what they are doing.

Ms. Bock asked is parking covered in the covenants, and do we have a covenant enforcement committee?

Ms. Erickson responded we do. Unless they are blocking a stop sign or a drainage ditch, right now there is nothing in the covenants that allows me to say anything.

Mr. Walters stated this is an issue we see in a lot of communities. It is a little complicated because you have different layers of entities here that have varying enforcement mechanisms. HOA's may have covenants and restrictions on where you can park your car, and they can issue fines for that. The District does not have police powers, so we don't have the ability to say we are going to interpret the County's laws, so we are going to write tickets. That is not an authority we have, but because we do own the roads, the authority we have is to tow them. This puts us in a somewhat unique and difficult position because if our only recourse to having a policy against certain types of parking is to tow that vehicle, that is a pretty draconian thing, and it will upset people whether they deserve it or not. Generally we have taken the approach of evaluating the parking and trying to come up with a solution. Maybe it is with signage, or maybe it is just informational in trying to get the word out. If you want to go down the towing route, some of you may recall there was a bill passed last year that made it clear that Districts do have the authority to tow off District property, so we have interpreted that to say the roadways are included. You do have to have very clear and concise policies and procedures for how that works and what is proper parking versus not. You have to have property signage indicating this is a tow-away zone, and that has to be throughout the community. Do you have to go through a contracting process to make sure you are selecting a towing company that is not affiliated with the developer or the District. It is not an easy way to

go, and I think there are better ways than just to haul off cars. If it is something that can't be solved through a combination of either HOA warnings and getting information out from the CDD side, that is an avenue we can explore. It does take some process and some thought and action to get there.

Ms. Bock asked can we ask whoever to post No Parking From Here to Corner signs?

Mr. Walters responded we can, and we have done that at other Districts. What we have done is evaluate everything to find out where are the biggest problem areas. Oftentimes, there are only four or five spots that are problem areas. That is way we can start with is to formulate a policy and not go all the way to towing but to say we are going to have a policy on parking that will prohibit certain areas and see if that works. If it doesn't maybe we take it a step further and say repeat offenders may be towed.

Ms. Erickson will look for the areas where this is most prevalent and will report back to the board at the next meeting to determine whether any policies should be implemented.

Mr. Walters stated we could do a District policy since it the enforcement on our roads. We would have to come up with a policy set that we think would help alleviate the biggest problems and work on information and signage and things like that.

SEVENTH 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 \$25,377.72

On MOTION by Ms. Bock seconded by Mr. O'Bannon with all in favor the check register in the amount of \$25,377.72 was approved.
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Mr. Laughlin stated we are 98% collected.

EIGHTH ORDER OF BUSINESS

**Next Scheduled Meeting for May 16, 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 May 16, 2017 at 2:00 p.m. at this location.

NINTH ORDER OF BUSINESS

Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman