

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, June 21, 2016 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
Chris O'Bannon	Vice Chairman
Chris Hill	Assistant Secretary
Rose Bock	Assistant Secretary

Also present were:

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

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 in attendance.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the May 17, 2016 Meeting

On MOTION by Mr. Kuhn, seconded by Mr. O'Bannon with all in favor the Minutes of the May 17, 2016 meeting were approved.
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FOURTH ORDER OF BUSINESS

Consideration of Moving Meeting Time to 2:00 p.m.

Mr. deNagy stated we had discussed moving our meeting time from 2:30 p.m. to 2:00 p.m.

On MOTION by Mr. Kuhn seconded by Ms. Bock with all in favor to move the meeting time to 2:00 p.m. was 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 any action items for the board.

B. Engineer

Mr. deNagy stated he has handed out the Engineer's report to everyone.

Mr. McCranie stated in general the subdivision looks good. What I am doing is the annual report is required as part of the bond indenture. Every year we do a review. I have gone out and checked the Amenity Center, checked the ponds, and checked the roadways. The last couple of year on some of those long roadways with cul-de-sacs, we have not had enough maintenance on them, but in the last year that has been rectified. We used to have some growth between the asphalt and the curbing, but that all looks good now. There is one thing that could potentially be a concern. (Mr. McCranie referenced three photographs.) We have three different inlets along Majestic Walk and there are three areas of asphalt that need repair. This is probably due to age and increased traffic, including construction traffic. I think we only have \$500 in an account for roadway repair and future repairs. I suggest increasing that, and I suggest either having a study done, or I can do a basic cost estimate to come up with how much it would cost to mill and resurface the entire roadway. You typically have to do that every 15 years. They are about 9 years old right now. So in the next 6 years we are going to have some roadway repairs, and we should start saving up for that now.

Mr. deNagy stated the budget has \$5,000 in for roadway.

Mr. McCranie stated I meant \$5,000 – not \$500.

Mr. deNagy stated that just started with this budget year. We have \$5,000 again for next year.

Mr. McCranie stated we have an area around Majestic Walk, and we also have the area along Spruce Run that we have previously mentioned, and we have gotten money for. It is not getting worse, but it is not getting better. It is a secondary access, and very few residents of this subdivision use that road, so I am not as concerned as to the well being of this community if that road gets a little bit worse. At some point it is going to have to be maintained.

Mr. Kuhn stated can you help me understand the last statement of your report?

Mr. McCranie responded the year insurance? That is just a standard statement because it is part of what is required. I think one of the questions in the county guide is I am supposed to write about insurance requirements, and I have always had that statement in there. There is no reason to increase the yearly insurance above what is covered.

Mr. Walters stated the indenture has a provision essentially to have an Engineer certify that the current coverage is adequate.

Mr. Kuhn asked this has nothing to do with the prior sentence about mill and resurfacing?

Mr. Walters responded that is correct.

Mr. Kuhn stated Dan, can you just do an engineer's estimate for milling and resurfacing the roads so we know.

Mr. McCranie responded I can calculate the square yards of asphalt and use FDOT numbers for milling and FDOT numbers for resurfacing. Those are typically good for public projects. We may be able to get better pricing, but at least that would be good for estimating. As we begin to grow and bring on Phase 2, we are going to have more traffic, so the roads will get a good use.

On MOTION by Mr. Kuhn seconded by Mr. O'Bannon with all in favor to accept the Engineer's Report and authorized staff to file the report with the Trustee.
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Mr. McCranie stated regarding the construction for Phase 2, everything is going smoothly. We have gone through the first, second, and now third draws, and I have processed that third requisition through you and then sent it to the Trustees. A.J. Johns is happy. Things are going smoothly and are on schedule.

C. Manager

Mr. deNagy stated he had no report.

D. Community Manager - Report

1. Report

Ms. Erikson stated we have a lot of clean up from the vandalism. The good news is it wasn't nearly as expensive as anticipated. Some of the pool furniture, we are looking at to repair or replace. We lost two chairs. I was able to piece together two of the three tables back together, so I think they are set. One thing Wesley was concerned about was the amount of dirt and debris from the trucks coming through. We have had a lot of residents complain about that. We have done a street sweep one time, but they are asking for that on a regular basis. They are running off of Champlain during this part of the construction, so it is causing a lot of mud.

Mr. Kuhn asked Dan if he could talk to the contractor about sweeping on a more regular basis. Where Phase 2 meets the pavement, they need to do the roundabout and the first 100 feet of the road or something like that just to keep the dirt where the dirt needs to be.

Mr. McCranie responded okay.

Ms. Erikson stated Martex does the street sweeping.

Mr. Kuhn asked is it just the development or is it the home building?

Ms. Erikson responded it is both. Some of it is on the main road, the infrastructure coming in. The side roads are AV Homes.

Mr. Kuhn stated AV should be responsible for their side, and AJ Johns should be responsible for their side as well.

Ms. Erikson stated we have requested AV Homes on the streets they are building to do a regular street sweep to keep that under better control.

Mr. Kuhn asked Mr. deNagy is that something you and Jen can just do each month if we need to? Do we need some authorization of it?

Mr. deNagy responded yes.

Mr. Kuhn stated why don't we reach out to AV and AJ to see if we can't get them to get their stuff in order. We have to supplement that a time or two until the Phase 2 development is done, we will do that, but the roads should be their responsibility.

Ms. Erikson stated okay. I have listed all the projects we have gotten done. A lot of it is vandalism related. We did get the sign for Calumet, so we are getting that installed. I am

working on getting proposals for that. It is going to be about \$250 - \$300 to have it installed. Other stuff is just basic maintenance.

2. Proposals for Security

Ms. Erikson stated we have few bids for the security camera systems. You should have Envera's in your package. The overall cost for the first year is \$15,059. They want us to buy the equipment, so that is where most of the cost is. Their monthly service charge is additional to that. That just covers the pool and clubhouse area with cameras. If anybody comes into the area, it breaks the motion sensors. They tell them to leave and call the police. To me that is well above and beyond our scope of what we are wanting to spend here. We had Time Out Systems come out. They are simply selling us the product, and that is their baseline product at \$3,743, but there is no monitoring. They don't call the police. We have to monitor ourselves. We did get another company called Pro-Vigil who did some out. They will supply us with \$7,600 worth of free equipment. The monthly maintenance and video monitoring for 12 hours a day, 7 days a week, 365 days a year is \$548. My thought is the Nassau County Sheriff's office should have been able to catch the person who vandalized us. This happened during the hours they were supposed to be here. Something came up, and the Sheriff couldn't do it that night, so they just put us off to another night. We would actually save \$300 to \$400 a month by getting rid of Nassau County Sheriff patrolling this area and having a live video monitoring system. That does cover vandalism. People could come and take a baseball bat to it, and they will replace all the equipment. We also can have access the same way Envera does from your cell phone, and that includes \$177 of that expense having an actual network recorder. We can reduce that bill by \$177, so it would be \$276 for the base and another \$100 for the other services. It is a 5-year contract, which is a long-term commitment. The concept is they will cover the expense of the equipment. Envera doesn't matter how long you sign with them. We still have that \$15,000 out of pocket for the same equipment.

Mr. O'Bannon asked have any of you ever heard of the system actually yielding the perpetrator?

Ms. Erikson responded through research into both Envera and Pro-Vigil, people are stating it kept people from coming in and trashing the basics. We probably get, on average from the time I have been here, three or four times that people actually do physical damage. The concern was the last time it was really bad. It looked a lot worse than it turned out to be.

Mr. Kuhn stated the Envera system I know will confront somebody on the premises through audio. There is remote monitor. There is a guy who sits in a room with monitors everywhere. He is not watching the monitor per se. The monitor senses motion, which tells the guy he needs to look at this particular monitor. He looks at the monitor to see if it is a raccoon or if it is somebody coming. If that is the case, he can flip on the audio and say "hello, the pool is closed, you need to leave, this isn't a recording. I can see what color shirt you are wearing, and if you don't leave we are going to call the police." That system has been around for probably ten years or more, and it does work, but it is expensive.

Ms. Erikson stated with Pro-Vigil it is the same exact equipment and service that Envera was going to sell us. Pro-Vigil offers a light as well, so if they see someone and they have given their first warning and they don't leave, then a siren comes on with a flashing light. They let them know that the Nassau County Sheriff's office has been dispatched, and they basically time stamp their picture. It is a high definition picture. It is pretty aggressive. We are having a lot of issues with drinking, and we are talking about cases of beer. So people are out there doing stuff. This would protect us if someone were to drown, if something were to happen. If you have the issue of someone vandalizing, you would be able to have a positive ID.

Ms. Bock asked are you concerned about the 5-year contract?

Mr. Kuhn responded yes, it would be nice if it were something considerably shorter than that. I think basically what you are doing, and it doesn't say this on the sheet, but you are basically leasing back the equipment that you are not having to pay for.

Ms. Erikson stated it is not an up-front expense. Envera is charging monthly and then the upfront cost.

Mr. Hill asked was this building designed with Cat 5 throughout or any type of network system already.

Ms. Erikson responded this has an older system. I don't think it is Cat 5. There may be some, but I don't know if the whole building is. This is starting from scratch. They would prefer to bring in their own everything. I know you are concerned about the aesthetics. The cameras themselves are about palm size, and you can get them the same color as the building so you won't see them. There will be a small cap right above where the lights are so it won't

draw extra attention. That way you don't the aesthetics of looking like you are under surveillance. There will be signs at every entrance.

Ms. Bock asked have we ever had a break-in to these buildings?

Ms. Erikson responded I have only been here since October, so I don't have any record of it.

Mr. Walters stated in terms of cost, obviously that is a consideration for the board. Perhaps the offset of not needing the Sheriff's officer could almost make it a zero sum gain. The issue will be, at least on the Pro-Vigil side, is the 5-year contract. If a year from now we don't like it, we have to have somebody break that lease. You can't wait for a governmental entity, you can't broadcast out past your budgets because your binding future boards, and they will be stuck with that cost. That is always difficult. I would like to see a lease proposal. I don't know if it is pro-rated down and you can cancel after three, which would make it much more palatable.

Ms. Erikson stated they will come out and take the equipment if we are not happy, so that would go off of the expense of that. Their thing is if we do like it, and they are here for five years, they are going to upgrade us. They will take down the old equipment. There is a way because if we have a long-term contract, we need to have that ability.

Mr. Kuhn asked can you and Wes focus on Pro-Vigil and see if there is a different term scenario or how they would restructure their proposal knowing that we are going to need some ability to terminate the contract. I think it is easy to lean on the fact that we are public entity, and we just can't bind future boards to that. Maybe it means a lease payment or maybe it means the monthly cost goes up.

Mr. O'Bannon asked what would be the max – 12 months or 24 months?

Mr. Walters responded generally if the entity is leasing with the government, what they want is a binder in that lease that says you hereby agree to budget in future years. That is where it gets tricky. It is that obligation to budget for future years that causes headaches.

Mr. Kuhn stated we are at a point where we are playing cops and robbers out there. We are having the police the community, and I think we need to look at some other way to go about dealing with the vandalism.

Mr. deNagy stated we can bring that back to the July meeting.

3. Proposal from Martex Services Landscape Management

Ms. Erikson stated the only other thing is Martex is wanting to put pine straw in the areas that they cut the grasses back. I would not suggest us spending money to do it because the grasses only grow back faster. I don't see a long-term value. It is a \$780 bid. Martex is doing it twice a year anyway. This is an area that is not on the proposal.

Mr. Kuhn stated I don't think we want to take on the additional expense. Let's leave it alone.

SEVENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

There were no supervisor requests.
There were no audience members present.

EIGHTH ORDER OF BUSINESS Financial Reports

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

Mr. deNagy stated a copy of your financial statements is included in your agenda package as of May 31, 2016. The total of the check register is \$42,146.34.

On MOTION by Ms. Bock seconded by Mr. Kuhn with all in favor the check register as of May 31, 2016 in the amount of \$42,146.34 was approved.

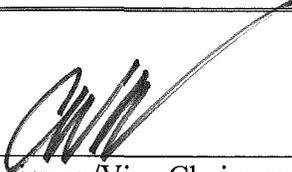
NINTH ORDER OF BUSINESS Next Scheduled Meeting for July 19, 2016, at 2:00 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Circle, Fernandina Beach

Mr. deNagy stated the next scheduled meeting is July 19, 2016 at 2:00 p.m. at this location. This will be our budget adoption meeting and public hearing. We do have an increase, so we may have some residents here.

TENTH ORDER OF BUSINESS Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman