

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, July 17, 2018 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:

Mike Taylor	Chairman
Greg Matovina	Vice Chairman
Gregg Kern	Supervisor
Rose Bock	Supervisor

Also present were:

Dave DeNagy	GMS
Daniel Laughlin	GMS
Jason Walters	District Counsel
Dan McCranie	District Engineer
Jennifer Erickson	Evergreen Lifestyles Management
Liam O'Reilly	GreenPointe Communities

FIRST ORDER OF BUSINESS

Roll Call

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

Mr. Walter addressed the board and audience members. Mr. Walters handed out the parameters set forth regarding audience comments. It is good to have a refresher on these types of things. There are guidelines on how we go through this. This is a public entity that is governed by the Sunshine Statute. Some provisions are that minutes have to be taken, and notice has to be provided. Another provision is that the public has the opportunity to be heard on an item concerning the District at a public meeting. That is why we have audience comments sections on all agendas. We ask that everyone be respectful to each other, and we generally have a 3-minute time limit on comments. We generally asked that whoever is speaking state their name and address because the meetings are recorded and minutes are taken. We ask that one person speak at a time. Please address your comments to the board, and we will close audience comments at the conclusion of everyone's comments. At the end of the meeting, we will address any concerns and answer all questions. Some items on the agenda will probably address some of the comments we will receive. This is a five-person board and

acts as a collegial body. One person can't say this is what the board is going to do or thinks or feels. We ask that you take your three minutes, take your time, address the board. You can make any comments you like and are not limited in terms of what you can tell them. We will then close the audience comments and move through the agenda on District business.

SECOND ORDER OF BUSINESS

Audience Comments

There were no audience comments

THIRD ORDER OF BUSINESS

Update on Drainage Plans

Mr. deNagy stated I believe there was a town hall meeting a week ago. We have Liam O'Reilly and Dan McCranie here for an update on the drainage plans.

Mr. McCranie stated the residents were sent emails or given copies of the drainage report that we prepared July 29. Since then we have done some preliminary work to get the contractor out there to get water to flow so it has some place to go. We have requested from that contractor to give us a bid to do the permanent solutions as described in the report, and we have those numbers. We believe this is the best remedy to permanently give a place for the water to go on that back trail road. Traditionally some portions of it were wetlands before the trail road was ever constructed. The trail road has been there for over 15 to 20 years, so there are wetlands on either side that try to continue to drain through, so we are giving them a positive way to flow. We recommend approval of the change order to get this work done.

Mr. Taylor stated as the board might remember, I, as chairman, authorized Liam O'Reilly with GreenPointe to work with District Engineer to come up with a solution on a short-term and long-term basis to solve the issues when they were brought to our attention at the last board meeting. I attended the town hall meeting at the request of some of the residents. Liam and I both attended, as well as the District Engineer, to give an interim report with a more comprehensive report being given to the board to day. To summarize the costs, my question is to Liam and have you done that work? (Mr. O'Reilly responded yes.) Second, the proposal we have before us that summarizes the summary of Earthworks grassing and drainage, does that pertain to the long-term solution?

Mr. O'Reilly responded yes. I am going to let Dan report this.

Mr. McCranie stated it is the same that was emailed. Everything that we discuss here will be provided. For this time period, it is the board's time to review the report, ask questions of the representative from GreenPointe, and we will provide comments.

Mr. O'Reilly stated I will give a summary of Dan's report. The Exhibit on the last page is an overall showing the community. We also printed an aerial shot of this same layout, which showed the whole community and specifically the trail road that runs north-south. To Dan's previous point, the short-term solution was to free some blocked drainage along this haul road, which was prohibiting drainage passing through connecting to wetlands. We did that within a few days of the last CDD meeting to help relieve some of the standing water. Since then, Dan's analyzed the entire drainage system of the whole community and has come up with this report and this exhibit detailing the proposed long-term solution. It will help direct the flow of water both off-site and on-site along the haul road to the ultimate outfalls. The long-term permanent solution is to build a swale parallel with the haul road. It will intercept the drainage and direct half of it to the northerly wetland and the other half to the southerly wetland. We received a quote from Earthworks, who is the contractor of Phase 3. Both I and Dan have reviewed the quote and are proposing the change order in the Phase 3 contract as part of the maintenance of this road as well as the site development within Phase 3. It will positive fall from the midpoint all the way down to the outfall into the wetlands. It includes stabilizing that swale. It also includes some extra erosion control measures.

Mr. Taylor stated would it be a fair statement for the record so everybody is understanding where these wetland crossings are, that the north one that you refer to is between Phases 1 and 2.

Mr. O'Reilly responded no, it is not quite between Phases 1 and 2, but that wetland goes underneath Majestic Walk Blvd, and there is existing pipes underneath that road that were built as a part of the Phase 1 site development, which the CDD owns and maintains. On either side of that is the wetland that we refer to, and another item that we requested through the maintenance contract with CDD is to go ahead and clean out some of that swale and hand clearing and hand cutting that type of deal. The pipes have been inspected, and they are flowing correctly and are free of any debris. We are just making sure that the swale that it discharges to is flowing properly and trimmed up.

Mr. Taylor stated and the other wetland you refer to is south of Phase 2.

Mr. O'Reilly responded yes.

Mr. Matovina asked Mr. McCranie the northerly triple pipe crossing, which is in the southern part of Phase 1, you have this big wetland that is over in what will be Amelia Concourse future phases. That wetland is discharging through Amelia Walk, is that what is going on?

Mr. McCranie responded correct.

Mr. Matovina asked is that Phase developed in Amelia Concourse?

Mr. McCranie responded that phase is not developed. Currently that phase is under final design right now. Dreamfinders has the property under contract and is anticipated to begin construction on that subdivision probably in the next 6 to 8 months. We have analyzed the drainage of that entire project as well, and currently there is 90 cfs that flows through there during the peak stage. When all is constructed and we have built the ponds and control structures for that phase, it will reduce from the pre to the post by two-thirds, so it will drop down to 30 or 35 cfs in a 25-year storm. The construction will help and will include piping underneath the trail road to get directly to that wetland area. The future there is only going to get better.

Mr. Matovina stated you are going to put yard inlet in this big wetland in Amelia Concourse. You are going to put a pipe that goes to the west through where they are going to fill, and that pipe will then cross the haul road and will spill out exactly where the water is spilling right now, however, it will be directed to a point source, and as long as we keep the downstream part of that point source clear then that water is going to very efficiently flow ultimately to the marsh. (Yes). As opposed to right it is just spilling overland and inundating our haul road and properties along that haul road.

Mr. McCranie responded correct.

Mr. Matovina stated I don't know if I understand cfs totally, but it is just a measure of volume.

Mr. McCranie stated it is cubic feet per second, how much water is being pumped.

Mr. Matovina stated you are telling me that as a result of this construction of Amelia Concourse, the amount of that flow is going to go down by about two-thirds?

Mr. McCranie responded correct. The pipes will roughly be the same or a little less than what we have under the road.

Mr. Matovina asked Mr. O'Reilly along this haul road, have we checked the elevation of the berm, because we have this water that is running along the haul road, to be sure that we are not going to have some of that water diverting into people's backyards?

Mr. O'Reilly responded not the existing berm but a part of the solution, especially on the downstream end, is the swale that is being cut will be used to build up a proposed berm. It is a pretty significant height difference from the flow line of the water to the top of the berm.

Mr. McCranie stated in all areas that did not have a berm constructed for some reason, there will be a berm constructed as well.

Mr. Taylor asked will those berms be on individual lots?

Mr. McCranie responded no, that is all within the 50' area that the CDD owns.

Mr. Matovina stated I know from reading the minutes last time and listening last time we have people who have breaches because the berm was either so low or almost non-existent. They can now expect to have a 3 to 4 foot berm, which should provide the mass necessary to keep the breaches from occurring.

Mr. McCranie stated they will be approximately 2' tall because the ditch itself is 2' deep, so that is the 4' we talk about.

Mr. Matovina stated I think what was happening is this water that was coming from off site was not getting through the site where it was supposed to get through, which means it was spreading out because of the blockage. Then you have people with situational problems because their lot didn't include the berm or the berm wasn't high enough, and then that water was spilling into their backyards. I am sure the drainage of these lots are designed mostly back to front, which means the water is just getting trapped back there.

Mr. McCranie stated these improvements don't include any improvements to any residents' lots specifically. There are no modifications to any resident's elevation on their actual lot. This is purely the offsite flow of the haul road solution, so if there are residents that are experiencing any local drainage specific to their lot, there is still the potential it is unrelated to this issue. This is a CDD haul road off-site infrastructure improvement, not a lot grading specifically.

Mr. Matovina directed his question to Mr. O'Reilly. The developer is still selling lots to AV Homes, is that right?

Mr. O'Reilly responded yes.

Mr. Matovina asked will the developer attempt to help folks who maybe aren't getting response from AV Homes to get a response from AV Homes is their lot was not graded correctly?

Mr. O'Reilly responded I personally have had some verbal discussion with AV management as has Mike about asking them to address these concerns. We can't force them to do anything, but we are very involved in talking with them daily. We are trying to ask them to address the issues. If residents are not getting solutions, we will push that as much as we can.

Mr. Matovina stated as a developer, I would stress to GreenPointe to do that because you are aware that you certainly got the county's attention. Although you didn't grade the lots, you have leverage just like they do over the builder, so I would recommend you use that leverage to the extent you can. I am going to move approval of this work as designed because from what I see here, it should work. The development of the next phase of Amelia Concourse should be a huge benefit.

Mr. Taylor stated I have one question. There are the three red lines under Majestic, which are three 18" pipes, we are not suggesting any change out or upsizing of those pipes?

Mr. McCranie responded correct, no.

Mr. Taylor stated so the three you are proposing to put in are on the eastern side of that wetland.

Mr. McCranie responded correct, and just so we have the flexibility, there are some potential field changes that we may do because we did not get a full survey, so our high points may change. As we get out there, if a slight modification makes a better solution, I would like that ability to be able to make those field decisions as well.

Mr. Taylor stated so this proposal that is summarized here is \$42,000 for EarthWorks grassing and drainage. Does that include installing three pipes or the riprap?

Mr. McCranie stated actions were taken two years ago to try to solve some other issues. I think it probably created more issues because it was an undersized pipe. They have opened that from the temporary work that was just done. We either come back and put three pipes as I have called out or put a 10' x 20' area of riprap and bigger rubble to slow down the water and let everything silt out. I think that is going to be a better solution. The contractor is aware of that and is not changing the price based off of that. They understand that this is subject to slight changes, specifically pipe or a lot of riprap there. Also, the high point may go further

north depending on the actual topography today. This topo was taken 12 years ago during the original design.

Mr. Taylor asked is it fair to assume when this work is complete, two questions, when would they start and when would they finish and can we expect water to be in the ditch at all times or is it going to be stagnant or flowing? What is your opinion?

Mr. O'Reilly responded I will answer the timing, and I will let Dan answer the ditch question. For the timing, they are ready to go right now. I verbally asked them to begin scheduling their crews and if they need to order any material to plan on that and have it on call ready. Assuming the board approves the number today, we will go ahead them notice to proceed immediately. Their schedule, worst case scenario, is three weeks weather permitting. We expect them to beat that quite a bit, but they did ask to have some flexibility due to the weather.

Mr. McCranie stated during the wet season, we will probably have three or four inches of water in there but not stagnant. It will be flowing because it will be given a place to flow to from a high point down to a low point. During the dry season, I anticipate it to be dry. Our water table itself is probably 1.5' deep, maybe a 1', so when we are digging these ditches, we are going to be getting into that water table a little bit. We also through time will be lowering the water table in that area because we are constantly draining it. As the construction of Phase 3 of Amelia Concourse subdivision is done, I think the ditch system will also carry less water than it does today. I can't say it is going to be dry, but it should not be stagnant because we should give it a positive place to go. Two days after a storm event, it should be near bottom at the bottom of the ditch.

Mr. Kern directed his question to Mr. McCranie and stated this note down here at the bottom, three 24" pipes Phase 4, are those being installed with this proposal?

Mr. McCranie responded no they are not. That is part of the Phase 4 design. Currently there are no pipes there and there does not seem to be any blockage of flow or any flow because there is a natural rise in the elevation there. These pipes will allow, just in case that southern wetland does begin to stage up, will give it a place to go. A lot of that southern wetland actually goes off slightly to the east and south and then back to the west. (Mr. McCranie then showed the board where pipes and wetlands are located and how the water will flow via maps present for viewing.)

Mr. Kern asked about a pipe being installed for Phase 3 construction of Amelia Concourse, so that is the neighboring community?

Mr. McCranie responded correct, and so that is not part of the contract here because that portion of the subdivision does not exist.

Mr. Kern stated that is on our side of the property?

Mr. McCranie responded yes, they are going to have to come to you and request – it is going to be part of the approved engineering plans.

Mr. Kern asked the haul road itself, when this is all completed, it seems to address a longer term plan with future phase notes here. When it is done, we can still utilize the haul road?

Mr. McCranie responded yes, the intent is to be able to still use it and whoever would be back there would be maintaining it while they are under construction. We will need, probably on a 3-month basis, to include mowing of the ditch system because we are going to be putting grass seed there. We will want it to grow up, but we will also want to keep it somewhat mowed on a three or four month schedule.

Mr. Matovina stated I would suggest it be checked monthly during growing season.

Mr. Taylor asked where is the high point in the haul road ditch behind the berm to the north?

Mr. McCranie responded it almost continues to go uphill until we hit Amelia Concourse Roadway. All of that area seems to be pretty dry. Right around that bald area is about the high point of the system. We may have 5' of fall, I would have to look back. Right now I don't see any standing water or any cause for concern of those areas to do any re-grading.

Mr. Matovina asked audience members who lived in Phase 1 if they had any flooding in backyards. Several responded yes. Mr. Matovina stated we need to figure out what is going on in Phase 1.

Mr. Taylor asked both Liam and Dan if they feel that this proposal will take care of the work you were commissioned to look at. They both responded yes. The amount for public record is \$42,395.92.

Mr. Matovina made a motion to approve the drainage plan and have EarthWorks complete the repairs at a cost NTE \$50,000.00. There was a second.

Mr. deNagy asked Chairman Taylor if he would like to open up for audience questions.

Mr. Taylor responded before I do that, I want to make clear that this amount that was previously approved by the board is going to be a change order to Phase 3 contract with EarthWorks. At this time, District Counsel, we open for public comment?

Mr. Walters responded yes, you can take public comment on this item, and then we will take action on that item and move through the rest of the agenda.

Mr. Taylor opened the floor for public comment.

Mr. Leon Witko, Apoka Court, spoke of an area that he walks, every day for the past 10 years, since they have been expanding Amelia Concourse, that area facing north as you travel east on the Old Line Road between Amelia Walk and Amelia Concourse – that watershed on the left is higher than it has ever been before. During the rain, there is more water that comes out both north watershed and the one that has been there. There was a previous one before the south watershed, before you built Phase 3, there was a natural gully that has now been filled. As far as I know, nothing as been mentioned on it, but that was basically a big runoff. What I see happening on the south side, that is because they filled it and built homes, and that has further kept the water back, and it just accumulates.

Mr. O'Reilly asked you cited Phase 3, do you mean Phase 2?

Mr. Witko responded well actually the end of Phase 2, right before that second gate. The eastern area.

Mr. McCranie stated just for the record, Phase 3 is everything west of the boulevard.

Ms. Valerie Hines, Majestic Walk Blvd., I know that all of the drainage problems that you are addressing are for future phases but you have Phase 1 and Phase 2 that is completed, and I think I am in Phase 2, and the result to see whether or not what you are doing is actually working is the fact that some of the lots are flooding, and my lot definitely floods, and I am Lot 18. The water sits there, and a hard rain will cause the water to sit in the back yard on the right side of the property on one side. It is not draining, and I believe it has to do with the way the property is graded. I guess the biggest support for the homeowners that are already in Amelia Walk is that the developer corrects the problems that are already existing on the individual lots.

Mr. Matovina stated let me clarify I did not mean to imply that we are not correcting drainage issues in Phases 1 and 2. This money is principally being set to correct issues with Phase 1 and 2, if you get with Liam, if there is an issue with your lot grading, he will attempt to

work with the builder, although if you are in Phase 2, you should be with AV Homes. Liam will work with the builder because it could be a combination of things. The work we are doing should alleviate any water coming to you from the road behind you.

Ms. Hines responded to a question stating she has a berm in her backyard and does not believe water is coming over the berm. That's why I say I believe it is because of the way the property is graded that water, whenever it rains, just sits.

Mr. O'Reilly asked water landed in your backyard and would not have a place to go?

Ms. Hines responded right.

Mr. Matovina stated that would be an AV Homes issue, not a CDD issue, because AV Homes is responsible for grading your lot in accordance with the plan, which would have provided for that water to flow out to the curb and go where it is supposed to go. I am not trying to obviate our responsibility, but they are the ones that are responsible for the actual grading of each lot in accordance with the detailed plan that Dan prepared up front. If they would have followed that, I am assuming that the plan was prepared correctly because it was approved by the County, and your lot would drain. Get with Liam on that.

Mr. John Murphy, Champlain Dr., stated I never received an email with the plots and diagrams and so far. I am not sure why. I am a relatively new owner here. I would have liked to receive them. I don't know if that is an HOA issue or a CDD issue with regard to my email, but I have provided them to both. To the engineer, with regard to the maintenance of these pipes you are proposing, who would maintain and ensure that this stayed clear of debris and so forth.

Mr. McCranie responded that would be our maintenance company. That would be a CDD responsibility.

Mr. Murphy asked with regard to complementary and budding developments that you referred to, what type of arrangements, dialogues, or permitting takes place between our development and the future developments to ensure that water flows properly.

Mr. McCranie responded on specific projects, if you look at a project maybe uphill of you, that project must meet their pre-post conditions. What that means is wherever water flows before they construct, they must send the water to the same location in the same amount or less. So Property A does not have to come to Property B. Property A sends their plans to the

same water management district in Nassau County, and they review that to make sure it is meeting those criteria.

Mr. Murphy asked how would we as homeowners check to see that your budding development is compliant with your plans?

Mr. McCranie responded you could contact Nassau County and ask them to keep you abreast of the permitting process, and then after that you can contact them or ask their Construction Engineering Inspection people to make sure they are constructing everything. I can tell you that Nassau County will send their inspectors out to verify the major drainage system, so the contractor cannot get final approval or final walk-thru by the county without those reviews and approvals.

Mr. Murphy asked is there a timeframe of when this development abutting the CDD would be occurring?

Mr. McCranie responded best guess at this moment would be 6 to 7 months it would begin, and it would take 9 to 10 months for construction.

Ms. Bernice Scheele, Majestic Walk Blvd., referenced a photo taken on Saturday. She brought it up to the board. She believes whenever someone came back and re-graded the haul road, it created the situation shown in the photo. It has created a trench on both sides of the haul road, which is a problem because the water is standing. We have had three weeks of pretty dry weather, and it did not dry out, there was still standing water. It is a health hazard. It needs to get taken care of. It has been in the meeting minutes for the last four years, and it hasn't been taken care of. I am asking the CDD board members to stop and take a look and hold the civil engineer responsible, hold the developer responsible and builder. We have got to fix this problem. We cannot sell a house that has flooding issues. We are going to have a presentation for all the other residents tonight at 6:00, and we request the board be there tonight at 6:00 to talk about the plans. I have a lot of questions on whether that is really going to work and solve the issues of what is going that has impacted the wetlands.

Mr. Matovina stated you would be hard-pressed to find in northeast Florida where the water table level and the water levels over the last year and a half are not higher than what they historically have been. So attribute more water in the trail system behind absolutely to the trail road in my opinion is not accurate. The water levels are going to be higher. Ask the people who live along the St. John's River. Ask the people who own the Independent Bike building

where the basement flooded. Historical water levels today and over the last year and a half have gone much higher. We have had two hurricanes, the only two to hit us since 1961. Also, I can't recall a period where we went three weeks since the beginning of probably two weeks left in May where we didn't have significant amounts of rainfall. Those ditches, I live on a street with big ditches on the side of the road, and sometimes they hold water. They have been holding water for a long time, and sometimes they are dry. That is what they are designed to do, and they are designed to keep the water from getting into your lot. The improvements we are talking about should allow that water to blow, but that doesn't mean there isn't going to be water in there sometimes. There will be water in there.

On MOTION by Mr. Matovina seconded by Mr. Kern with all in favor the drainage plan to fix drainage issues was approved with EarthWorks making the repairs at a cost NTE \$50,000.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the June 19, 2018 Meeting

Mr. deNagy stated I spoke with the chairman prior to the meeting, and there are a number of revisions that are needed to the minutes. I need a motion to approve those minutes subject to those changes Chairman Taylor has.

Mr. Kern stated I have one or two unless Mike already has them.

Mr. deNagy stated we can double check after the meeting. We can table this and bring them back to the next meeting with corrections made.

The board decided the table this and bring it back to the next meeting.

FIFTH ORDER OF BUSINESS

Consideration of Landscape Proposals

Mr. deNagy stated we have proposals from R&D Landscaping, Sitex Landscaping, Martex Services (who is our current contractor), and Trim All Lawn Service.

Ms. Erickson stated not all vendors included the mulch and flowers. So I revised 2018 costs and predict 2019 costs to come up with the following:

A. R&D Landscaping

R&D will have 42 cuts per year. Their cost is \$122,412.

B. Sitex Landscaping

Sitex will have 40 cuts per year including the mulch and flowers for \$134,423.22. I requested for them to add mulch and flowers and pine straw to their bid as well as cutting grasses, and they did not get back to me on this after several attempts to get in touch with them. To their initial proposal you have there of \$115,384.92, we added \$19,038.30 as the estimated cost for the items excluded from their bid. They were all given the exact same specs and requirements for their bids, it is just that not all of them came back appropriate.

C. Martex Services

Martex's price is \$114,990.09 with 52 cuts per year.

D. Trim All Lawn Services

Trim All's price includes 35 mows during the season and up to 17 more as needed, and their bid is \$112,501.02.

Mr. Matovina asked what does staff recommend?

Ms. Erickson responded you have two companies honestly that are local and are good – Trim All at \$112,000 and Martex, which is our current, at \$114,000. The only concern I have with Trim All is they do the Concourse, and looking at all of it, it is all dead. Recently all their things have died, so I don't know if they are having difficulties or not. They have a contract with the city for the Concourse.

Mr. Kern stated I had a difficult time following who was doing what. I appreciate the effort in trying to balance those. Jason, do we a standard scope of services that sets something we would put in a contract that guarantees these scopes of services are being completed on an annual basis.

Mr. Walters responded we do, and we also include a termination provision.

Ms. Bock asked are we obligated to take the low bidder due to the size of the contract?

Mr. Walters responded we are not obligated to, but there are thresholds for requirements. It is a formal process, but even through that formal process, you can get an RFP, which will improve pricing component. Due to the size of this contract, we don't have to do that, but we try to keep a semi-formal approach with the scope and everything else to get us the best pricing.

Mr. Kern asked when is our current contract up?

Ms. Erickson responded September.

Mr. Kern said we don't necessarily have to award at this meeting?

Mr. Walters responded you don't have to.

Mr. deNagy stated you have a very insignificant cost difference between Martex and Trim All.

Ms. Erickson responded that is my concern. I have been on site for 3 years, and it has taken me a long time to get them to get to a certain point. My concern would be starting over.

Mr. Taylor asked this is for the existing common areas? When I read it, I just wasn't comfortable that the complete scope was taken into account. I wasn't sure if the soccer field was considered common or was it a separate area to be mowed. It is a pretty large area.

Ms. Erickson stated that is included in all the contracts. All the CDD common areas are considered common areas.

Mr. Kern stated to Mike's point, I did see one in there that explicitly called out Phases 1 and 2 but I couldn't tell that it called out Phase 3. Being it is FY19 budget, we should expect that Phase 3 will be complete and will have additional costs to maintain those ponds and those common areas.

Ms. Erickson stated correct, right now we are currently paying \$90. When Phase 3 starts, if it starts prior to the end of the contract we have, it is \$90 per mow for the pond areas. So we have that in our current contract. Going forward, until I get a landscape design, they can't propose on that.

Mr. Taylor stated here is my recommendation. It does look like the numbers are tight between the two bidders, and the other two are close in scope as well. I don't think we should award this at this time. I think we should take it under advisement of the new Phase 3 and make sure we have the proper scope that we want to include for the residents of the community to make sure we have covered everything apples to apples. To me when I read the report prior to your summation, I was confused who was giving what in their services. I would like to suggest we table this today and we re-bid this on a scope of work form that is suitable to our community.

Mr. Kern stated I am concerned to. Is there a mechanism to strike these from the record? I get concerned with these bids being public record as we go to re-bid this project.

Mr. Walters responded there is not a mechanism. There are provisions for related exemptions from public records for sealed bids. We did not go through the sealed bid process

because we are not at that threshold level. We are essentially starting from scratch on some level. We can have a very precise and revised scope and get proposals based on that.

Mr. Taylor stated that is my recommendation if the board agrees. The board would like for staff to re-bid the companies with a more detailed scope of work.

This item will be table until the August meeting.

SIXTH ORDER OF BUSINESS

Board Discussion of the Fiscal Year 2019 Budget

Mr. deNagy stated we approved our budget back in May. It came with an increase in O&M of \$477 a year. In the time since then, we have been working with staff on revising the budget. We have made a number of line item changes to the budget. The one you have in your agenda package shows an increase of \$299.07, which is just under \$25 per month for FY19. This would be a revision from what you previously approved, so unless there are any questions, Jason, how would we do this?

Mr. Walters responded it is a two-step process. We approve our preliminary budget, which we have done, then we held a hearing on the final budget for adoption, which is what will set the assessment level. We set that prior number based on the first approved budget. What we are really looking at today, since there is an increase, we have to send a mailed notice to every landowner, and we have to publish a notice of that increase as well. If we are going to put that number out, we want it to be based on those current numbers. When we get to these final numbers, what we will ask from the board is to approve the revised budget for publication, and that is what we send to the residents. As a reminder again, once we send that notice, that is the cap. We cannot go a penny over that number. We can always come down as we revised some things, but once we send that notice we cannot exceed that once we get to assessment level.

Mr. Taylor stated on August 21, we will actually vote on whether we go up to that number or do something less, and at that point we will have a public hearing.

Mr. Walters stated correct.

Mr. deNagy stated we were holding tight on the mailed notice until we came up with a budget that we felt comfortable with for purposes of the mailed notice. We can approve the number today, which is \$299.07 as the annual increase, but when we come to our budget hearing in August, we can go lower.

Mr. Kern asked this approval sets our cap?

Mr. deNagy stated that's correct. There is an annual increase of \$299.07. Current O&M assessment is \$630.61, and it would move to \$929.68. The debt service portion of the CDD assessment does not change.

On MOTION by Mr. Taylor seconded by Mr. Matovina with all in favor the revised FY19 Budget was approved.

At this point, Mr. Matovina had to leave the meeting.

SEVENTH ORDER OF BUSINESS **Consideration of Series 2018 Requisition Nos. 9-11.**

Mr. deNagy stated Requisition #9 is in the amount of \$6,068.80 payable to Amelia Walk; Requisition #10 is \$181,570.02 payable to EarthWorks; and Requisition #11 is \$18,569.09 payable to FPL.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor Requisition Nos. 9-11 were approved.

EIGHTH ORDER OF BUSINESS **Consideration of FY18 Engineer's Report**

Mr. deNagy stated this is the annual report that is required to be filed with the Trustee.

Mr. McCranie stated overall, the internal roadways and pond systems are in working order and in good condition. There is no major siltation or anything else throughout the system. I did notice two areas of potential roadway/curbing failure. One is in Phase 2, which I know we mentioned before where we are going to try find out, it appears to be done by one of the electrical or utility contractors.

Ms. Erickson stated we had Comcast come out and inspected. It is not their wiring, so it is AT&T.

Mr. McCranie stated we should AT&T to come get it done, repaired, or if we do end up having to repair it, send them the bill. It is apparent with all the different markings and pictures and painting they have right in that same exact location, and I have photos from last week and from two months ago when it occurred, and it noticed it. It is not caused by poor craftsmanship in the roadways. There are no drainage structures in that area. The second is at

the intersection of Calumet Drive and Berryessa Way. I have a picture from last year and one from this year for that one area of curbing that has failed. We are in the process of getting EarthWorks, since they are already out here, to give us a price for repairing that area. It is not high on their list because we want to make sure they stay on schedule for the Phase 3 construction. If I can get them in their timing, I think we can get better pricing. As soon as I can get pricing I will bring it to the board. The only other finding that I have is our road maintenance fund for re-paving the roadways eventually does not look to be enough, and I think you will be talking about that during your budgeting. At some point we need funds to be able to mill and resurface Phase 1 and then funds to be able to mill and resurface Phase 2 since we are in charge of the maintenance of the roadway system. With that, I would ask for approval of the Engineer's report.

Mr. Taylor asked Mr. Walters does this report meet all the requirements of the Trustee?

Mr. Walters responded it does.

There was a motion and second, and the audience can speak about this one particular subject.

Mr. Paul Geiger, Berryessa Way, asked if there was any consideration to the drainage at Calumet and Berryessa, which has had a problem in the past. It still seems we don't get the drainage at that area there. It backs up.

Mr. McCranie responded in general terms, there may be minor issues in there. That is across the street from where this picture was taken where I was talking about the other intersection of Calumet and Berryessa like that one inlet at the curbing, so that portion of it is also being looked at by EarthWorks to make sure there is no pipe failure or anything else that is going on underneath there.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the FY18 Engineer's report was approved.

Mr. deNagy stated staff will file the report with the Trustee.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Walters stated regarding community meetings, I would advise that no more than one supervisor attend those meetings. We are a public entity and board members cannot discuss any district business out of publicly noticed meetings. If you are at a workshop, two or more attending is not a violation in itself, but to the extent you begin discussions that would impact District business, we have Sunshine issues. Give me a call if you have questions.

B. District Engineer – Consideration of EarthWorks Change Order No. 3

Mr. deNagy stated we have a change order I believe from EarthWorks.

Mr. McCranie stated yes, that is for the amount of \$8,991.42. There is a weir structure in pond 12 that was part of Phase 1 that needs to be modified and was not shown in the plans. It also had a sub-out of 36" plastic pipe, which you can't connect a concrete pipe to, so we need to remove 35' of the plastic pipe and install concrete pipe in there. That is one portion of the change order. We have to do some modifications to the actual weir structure to change its oriface size to be able to make sure now that the pond is getting larger and it draws down properly according to the engineering plans. It was not detailed as well as I wish I had, and it is some additional work that the contractor must do. I am recommending approval. We had reached out to Mike to gain approval prior because it was a timely issue in which the contractor needed to be able to order supplies as well as to stay on his schedule. In effect I am asking for a ratification of Change Order #3 to EarthWorks for the construction for the amount of \$8,991.42.

Mr. Taylor stated I recommend we ratify the change order.

On MOTION by Mr. Taylor seconded by Mr. Kern with all in favor to ratify EarthWorks Change Order No 3 in the amount of \$8,991.42 was approved.

Mr. McCranie stated one other thing, I have been contacted by AJ Johns who is doing the construction as you come in the entrance. They are going to be closing down Spruce Run Drive to put in some water and sewer starting approximately on July 23 for the duration of 1 to 2 weeks. It would be good to get it out to the HOA.

C. District Manager

There was no District Manager report.

D. Community Manager - Report

Ms. Erickson stated currently have the Nassau County sheriff up and running. I requested a speed monitor machine so we can start ticketing people. We have had four after-hours trespassers that Envera has caught and removed from the community without incident. Regarding maintenance items and the free-standing water, we had the entire property treated for mosquitoes. We have had a lot of irrigation repairs. We are having some issues with some teenagers kicking the heads of those sprinklers, but we have them all repaired at this point. The AC ducts have been cleaned. We have done some initial turf treatments and fertilization to try to revitalize some of the dead spots we have. We have repaired a wall in the women's bathroom. On my agenda is monument repair, and I will have a price at the next meeting. Our upcoming event is a resident breakfast. The only general concern with the residents is an ongoing one with the builders. They are starting prior to 7:00 a.m. I am getting texts at 5:00 and 6:30 in the morning with diesel engines and big trucks coming in. It is home builders.

ELEVENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

There were no supervisor requests.

Audience Comments

Mr. Paul Geiger, Berryessa Way, stated I have some concerns, my back property line is butting up against Phase 3. I am having quite a bit of erosion, and I have a drop about 6 to 8 inches. I have been working with Mr. O'Reilly, and he said that that will be corrected, but I have additional concerns about drainage and grading because they filled that wetland in, and it is much higher than my lot. I am afraid that the swale they are going to do will be higher. If there are heavy rains it will come back into my backyard, and I don't have any backyard as it is. I have about 17', and I would request that the CDD engineer please agree to look at that, especially with the height difference and the drainage since mine goes back to the property line. My address is 85493 Berryessa Way.

Mr. McCranie stated we will verify the lot grades of what yours should have been and what these are planned to be. We will make sure we are not creating any issues. An update will be provided at the next board meeting.

Mr. John Murphy, Champlain Drive, my question concerns hopefully a survey regarding the amenities that might be forthcoming. For example, I am advocating for the community garden concept that I mentioned at the last board meeting as well as potential improvements to the fitness center here.

Mr. Kern stated I believe that is today or tomorrow that it will actually be released so everyone gets notified and they will be able to rank in order of preference for the half dozen or so different amenities.

Mr. Leon Witko, Apoka Court, stated I updated my new email maybe three months ago to Jennifer, and I still was getting the emails in my old account but not on the new account. So I called the main office, and they didn't have the new email that I gave three months ago.

Ms. Erickson responded when you gave me your email, I have it for the email blast. If you had an old one in there, it is possible it wasn't attached to your name and address because some emails that are in there are just random. So that may be why you are getting at the old one.

Mr. Taylor stated some of the administrative things we do post-meeting and through the HOA. I think the HOA is the proper channel.

Mr. Witko also asked about the budget and the varying amount people owe in assessments.

Mr. deNagy responded the O&M is the same for everyone, it is the debt portion that can vary depending on various factors.

A resident questioned again about the drainage and flooding issue and asked that the District Engineer come to a community meeting.

Mr. McCranie stated there is no permitting required because it is maintenance of existing road. There is no specific survey except for the survey that was done 12 years ago because we were trying to get this problem resolved. We have met in the field, and with my professional engineering experience in construction and design along with Liam's along with meeting with our contractor, we are confident that the proposed changes will make the trail road drain as well as it can. It is never going to be perfect. We have had discussion where it will hold water in certain areas. But the areas of the pictures that you have shown will have a place to go now. It won't just stagnate. The areas specifically in your backyard is not going to change the fact that your backyard is going to hold water because I think there are certain

portion of your backyard that are lower than the surrounding yard and has no place to go. No matter what we do here, I don't think for the CDD's portion is going to fix or change that. That is with whomever the home builder is, and if it is AV, then we have some teeth because we still have some stuff, and Liam will be able to get with them. If it is not AV, I don't know except you will need to go and push the original contractor up to the house. There are issues on individual lot grades, and there are issues on the trail road. What we as a CDD can do is fix the trail road. We are doing everything we can to make it better. Let the work be done, and then we can potentially meet out there and see if for some reason this work didn't work, then we can look at other solutions.

Mr. Taylor stated we are sensitive to the issue, and we have just approved as a board an investment to do a change order to correct this issue. It is a schedule of 3 weeks. In 3 weeks you are going to see improvement. In that time you are going to see work happening, so the message you can convey to the residents, because we can't attend a public meeting without notice, is that the board has ratified a change order. It has commissioned the work to be done, and the schedule is weather dependent, but three weeks to be completed. At that time we will have the next board meeting and hopefully we will have residents coming and thanking the board for the action that has been taken. If the work is not done adequately, we will revisit it.

TWELFTH 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 June 30, 2018. The total of the check register is \$31,009.49.

On MOTION by Mr. Kern seconded by Ms. Bock with all in favor the check register in the amount of \$31,009.49 was approved.

THIRTEENTH ORDER OF BUSINESS Next Scheduled Meeting for August 21, 2018 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 August 21, 2018 at 2:00 p.m. at this location.

FOURTEENTH ORDER OF BUSINESS Adjournment

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman