

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, August 16, 2016 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
Chris O'Bannon	Vice Chairman
Chris Hill	Supervisor
Rose Bock	Supervisor
Greg Matovina	Supervisor

Also present were:

Dave deNagy	District Manager
Jason Walters	District Counsel
Dan McCranie	District Engineer
Wesley Hunt	Evergreen Lifestyles Management
Jennifer Erickson	Evergreen Lifestyles Management
Greg Kern	Greenpointe

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. deNagy called the meeting to order at 2:03 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

A resident asked about the status of the security cameras.

Mr. deNagy responded security cameras are being talked about with Greenpointe for funding, and we should have an answer in the next couple of days.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the July 19,  
2016 Meeting**

On MOTION by Mr. O'Bannon, seconded by Ms. Bock with all in favor the Minutes of the July 19, 2016 meeting were approved.
---

**FOURTH ORDER OF BUSINESS**

**Consideration of Amelia Walk Temporary Construction Access / Change Order Nos. 2 and 3**

Mr. deNagy stated there are two change orders, #2 and #3 with A.J. Johns.

Mr. McCranie stated Change Order #1 is a change order, but it is not. It is for the sleeves, and in our contract we had unit prices for sleeves, and in the contract we stated that the contractor was going to be paid for whatever amount of sleeves they put in based on size and everything else. They coordinated with Chris. The added sleeves that have been installed have been coordinated, and they have followed the contractual numbers. I am recommending approval of Change Order #2. It is a decrease of \$2,334.40.

On MOTION by Mr. Kuhn, seconded by Mr. O'Bannon with all in favor AJ Johns Change Order #2 was approved.

Mr. McCranie stated for Change Order #3, during the pre-construction meeting for Amelia Concourse CDD, AJ Johns and I were there to discuss the temporary construction access there, and we mentioned the temporary construction access for this project since they are side by side, are on the same road, and dealing with the same county. The county has specified what they want to see in detail. We have created that detail, and then AJ Johns has come up with their proposal based off this detail. Their unit prices seem to be in order. I leave it up to you to accept or not accept. In order to construction that is required, we will need not only this, but we are also going to need a construction bond in the amount of 115% times this put up with the county to be able to construct this. When it is complete, they will release the bond. In the past we have been able to give them a check, and they held it, but they haven't accepted that yet. I attempt to see if the CDD could write a letter to the county from one government entity to the other saying we have it under control, and we will cover it. They did not accept that.

Mr. Kuhn stated the fact is the work is supposed to be done in 60 days. Is it a good use of our money to construct the entrance at this point?

Mr. McCranie stated unless there is so much public outcry, and we still have constant speeding and people worried about a danger, there is no engineering need for this.

Mr. Kuhn stated it seems to me it is completely independent of the work that is happening, and that the issue is really the excavation and the dump trucks were creating a problem. We have a relatively tight construction budget. I don't know that spending the District's money at this time is the right thing to do without some further input from Wes or Jen on what is happening in the community. They are supposed to be substantially complete by October 19, so we are on top of that date almost.

Mr. Hill stated the only question I have is for future phases.

Mr. Kuhn responded yes, but you build it when you build the next phase. I don't disagree with future work and that we should find the best way to work traffic control.

Ms. Erickson stated traffic is still relatively bad. Part of the issue is residents don't know whether it is AJ Johns' dump trucks causing the issue or KB Homes. It is a mass issue. It takes one truck to irritate a whole group of people because they see that one truck going down the boulevard at 50 mph. In my opinion, it is a lot of money to spend for 60 days. They have been respectful of slowing down when I have asked them to. It has been better than it was. If I have an issue, I will get a truck number and talk with the contractor.

Mr. Kuhn stated I don't know how the board feels about it. I suggest we accept the proposal but not proceed with the work at this time.

Mr. O'Bannon stated all the dirt operations are completed at this time.

Mr. McCranie stated yes, but they are still going to haul off. They are still stockpiling, and they are going to have to remove dirt still. There is excess fill here. The lime rock is down for most everything and the curbing is in.

Mr. O'Bannon said so really the only thing that is left is asphalt coming, which would be a few day operation.

Mr. McCranie stated once they have finished all the lime rock, they are still going to have some dirt. I am trying to have them coordinate with Amelia Concourse next door, and then they go out a side exit and haul some dirt over there because that site needs it. Then they don't need to come onto our roads at all. I am encouraging that.

There was no motion to approve Change Order #3.

**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 have nothing for the board tonight.

**B. Engineer**

Mr. McCranie stated regarding construction, I have just approved their July draw recently. I will send it off to the Trustee. Everything appears to be on schedule with the work, and it all looks good. I haven't heard too many complaints, and we are in the process of getting a temporary construction entrance installed, however, that first has to be approved. When we get that installed, parts of it will be able to remain, and we will be able to use it for future phases. I think it is the way we have it designed and the way the county is requiring it to be designed it won't be wasted money because we will be beefing up the shoulder pavement and beefing up the sidewalk. Those two items will remain afterwards. The rest of the temporary driveway will be removed and grass put back in after Phase 2 construction is done. We will be able then to just add asphalt for Phase 3, 4, and 5. I think it will be an asset to the community so that we can bring as much construction traffic through the back door.

**C. Manager**

Mr. deNagy stated I don't have anything at this time.

**D. Community Manager - Report**

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

Ms. Erickson stated the only CDD violations we have is sort of ongoing, which is no smoking or drinking on the pool deck. We are also continually finding emergencies latches released, but we are working on getting that taken care of with cameras, etc. We are updating our website to include active amenity rentals. Maintenance items include pool pump being fixed, lights replaced, and door repairs. We have a new redesign for the flower beds for the entrance.

Mr. Hunt stated starting September 1, Jennifer will officially become the CDD onsite manager. She will still report to me. I think she is well trained. Some of the new tools we are adding to the website will help her immensely including the Amenity Rental Form. We will be

using a system with Martex to keep them on track, and it includes confirmation numbers, photos of the issues, dates items need to be completed by, and emails to managers. We are working on some landscape design proposals for next month.

**SEVENTH ORDER OF BUSINESS            Supervisor's Requests and Audience Comments**

There were no supervisor requests.

An audience member mentioned some items that are HOA issues. He also stated the majority of the construction trucks are doing much better regarding speeding.

**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 July 31, 2016. The total of the check register is \$33,386.59.

On MOTION by Mr. Kuhn seconded by Ms. Bock with all in favor the check register in the amount of \$33,386.59 was approved.

**NINTH ORDER OF BUSINESS            Next Scheduled Meeting for September 20, 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 September 20, 2016 at 2:00 p.m. at this location.

**TENTH ORDER OF BUSINESS            Adjournment**

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

August 16, 2016

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman

Amelia Walk CDD