

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, September 19, 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:

Mike Taylor	Chairman
Greg Matovina	Vice-Chairman
Chris Hill	Supervisor

Also present were:

Daniel Laughlin	GMS
Dan McCranie	District Engineer
Jason Walters	District Counsel (by phone)
Jennifer Erickson	Evergreen Lifestyles Management

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 2:10 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Approval of Minutes of the August 15, 2017 Meeting

On MOTION by Mr. Matovina seconded by Mr. Hill with all in favor the Minutes of the August 15, 2017 meeting were approved.
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FOURTH ORDER OF BUSINESS

Acceptance of the 2017 Annual Engineer's Report

On MOTION by Mr. Matovina seconded by Mr. Hill with all in favor to accept the 2017 Annual Engineer's Report was approved.
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FIFTH ORDER OF BUSINESS

Other Business

There being none, the next item followed

SIXTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Mr. Walters stated I don't have any action items for the board. There were no questions for Mr. Walters

B. Engineer

Mr. McCranie stated last month we had talked about the sidewalk in the common area in the cul-de-sac that was brought up by the county. They were asking us to look into it. I have been able to talk to the county, and from what I gather, they are not moving forward with any kind of requirement or any kind of inspection, or anything I suggested. Right now one of the sidewalks ends right where there is the mail kiosk. A perfect fix would be for them to be able to just put a little piece of sidewalk between the sidewalk that is existing and the mail kiosk. So if we were to do that, and then the other area that is on there that shows the sidewalk and bring that across, that could be a nice terminus. There is no real need for the sidewalk to go all the way around. I don't want us to construct a ramp because if we were to construct, then you start getting into the ADA issues and everything else. Specifically, if the sidewalk was to terminate at the mail kiosk, then we would be good, or we can do nothing. I don't have a specific recommendation. All I can tell you is we do not have to do anything right now. The county brought it to my attention in an email, and then two months ago I brought it to the board's attention. Last month we talked about it I think. We got prices – it was like \$4,000 to \$5,000 to do the whole sidewalk around. To me it is a waste of money. I don't see it being needed. The best case would be if anybody is pouring sidewalk along that section, if we could coordinate that with the next time you have concrete coming, it is such a small area it should not be done as a separate project. I suggest doing that, but it is not anything we must do or are required to do.

Mr. McCranie continued with his report. I drove through the community after the storm, and it appears all of our ponds are coming back to normal and working properly. All of the different areas where we patched the roadway appear to be working and not creating more

issues. I went to Phase 2 at the new asphalt, and there is a pothole. I have contacted AJ Johns because we are still within the one year warranty period.

Mr. Hill asked about the drainage issue at 85212 Majestic Court.

Mr. McCranie responded I went to that site. That is the same area where we have a ditch bottom inlet there. When I went out there, the grate inlet is still operating properly. It was not above its rim, and it was accepting water. That area historically has been wet and stays wet. It did not look like it was any kind of breach of the berm. It is just an area that gets water from three different lots and the rears of lots come back there. It sits for a little bit and then ends up draining. It is not an ideal situation, but it is not bad. In that area there is a swale on the west side, and a swale on the other side. The CDD owns that track, but I don't think there has been any true maintenance. The berm was initially built, and around last year is when we did some modifications to be able to cut in and allow some of that water from the east coming to the west to go to the inlet. All of that work looks like it is still operating properly.

Ms. Erickson stated I think there is an issue because it has gotten progressively worse since the house was built before it and the way they graded the lot. That may be something to look into as well. Photos were provided to the board members, and there was general discussion regarding the photographs. Mr. McCranie will look into this.

Mr. Laughlin stated Requisition Nos. 41, 42, 44, 45, 46, 47, and 48 are located in the agenda package. Requisition #43 was given to the board members at the meeting.

On MOTION by Mr. Matovina seconded by Mr. Hill with all in favor to ratify Requisition Nos. 41-48 was approved.

C. District Manager

Mr. Laughlin stated he had no report.

D. Community Manager - Report

Ms. Erickson stated we are still working on administrative projects. Nassau County and USPS are slow getting the mail kiosks up and running. We are running in between six and eight weeks to get them keyed. I did Hurricane Irma inspections. Street signs need to be repaired, front entrance banners, and posts. There are a lot of leaning pines in the Preserve that will have to be cut down so they don't fall on people's property. We have lost about 7 trees during the hurricane. We had water damage again in the front office. A big concern is the

berms. As we spoke before, for Phase 2, my question for the berm would be are we putting in berms the same way they were in Phase 1? Their home is a brand new home, they just moved in to it, and it was flooded. They, unfortunately, were not the only one that was flooded.

Mr. McCranie stated from what I could tell from some of those photos, it looked like there was some fresh soil that didn't have any sod or anything else that was part of the construction of Phase 2. I don't think it got stabilized, so it broke through, and instead of all that water being able to get to where we have some inlets further to the north, it looks like that staged up and came across. I think the permanent solution is still to have it bermed as it is, but it will have to be bermed and stabilized.

Mr. Matovina stated if you are having surveyors come out and check that area, I probably would have them check AB's work. There may be some other shots you want them to take in that area while they are out there.

Mr. McCranie will create a pdf that shows the drainage patterns that Ms. Erickson can disseminate.

There was general discussion about what was observed in the aftermath of the hurricane regarding drainage and flooding. Mr. McCranie stated he needs to hire a surveyor.

On MOTION by Mr. Matovina seconded by Mr. Taylor with all in favor to have a survey completed NTE \$1,500.00 was approved.

Ms. Erickson has a bid from Bates Security. We are having an ongoing issue with the Door King system. The boards need to be replaced. We have some electrical issues here. Things need to be brought up to Code. We are spending \$1,500 a year to have Door King come out to service it. The bid from Bates Security to replace the board and change the emergency handles is \$3,495. Their service fee is \$106 monthly. I am still waiting for Door King to give us an updated bid. Right now they are not operational 20% of the time. People have been jumping the fence if they can't get in.

On MOTION by Mr. Matovina seconded by Mr. Taylor with all in favor to accept the lesser bid between Door King and Bates Security for the access control system provided both scopes of work are equal and NTE \$3,500 was approved.

SEVENTH ORDER OF BUSINESS Supervisor's Requests and Audience Comments

There were no supervisor requests.

Audience Comments

There were no audience comments

EIGHTH 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 August 31, 2017. The total of the check register is \$82,343.92

On MOTION by Mr. Taylor seconded by Mr. Hill with all in favor the check register in the amount of \$82,343.92 was approved.

NINTH ORDER OF BUSINESS Next Scheduled Meeting for October 17, 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 October 17, 2017 at 2:00 p.m. at this location.

TENTH ORDER OF BUSINESS Adjournment

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


Secretary/Assistant Secretary


Chairman/Vice Chairman