

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 20, 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
Rose Bock	Supervisor
Greg Matovina	Supervisor

Also present were:

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

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. deNagy called the meeting to order at 2:06 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no audience comments

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the August 16, 2016 Meeting**

On MOTION by Mr. Matovina, seconded by Ms. Bock with all in favor the Minutes of the August 16, 2016 meeting were approved.
---

**FOURTH ORDER OF BUSINESS**

**Consideration of Renewal of Agreement with Lake Doctors, Inc.**

Mr. deNagy the agreement is located in the agenda package and is consistent with our budget that was adopted. This includes the monthly fee of \$525 as well as the triploid grass carp that totals \$585.

On MOTION by Mr. Kuhn, seconded by Mr. Matovina with all in favor to renew the Lake Doctors agreement for FY17 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 have nothing for the board tonight.

Ms. Erickson asked Mr. Walters what the status is for the contract with Envera.

Mr. Walters responded we finalized that on Friday. I spoke to their attorney. He was sending out execution copies. I haven't seen them yet, but as soon as I have them, we will circulate and get it in place, and they will schedule the installation.

Mr. Kuhn asked Mr. Walters did we get some resolution with Dan on the roadway. Did we come to a conclusion on the Spruce Run?

Mr. Walters responded I think we came to the conclusion that it is outside the boundaries of the District, but it was constructed by the District and is owned by the District. To the extent of doing repairs, the question will be what funding. I didn't know if we had settled on that issue yet.

Mr. deNagy stated we have landscape maintenance along Spruce Run, so we will continue to do that?

Mr. Walters responded yes, we can maintain improvements outside the boundaries, and I believe this was installed due to a development order by the county for interconnectivity issues.

Mr. McCranie stated, yes it was a requirement that we have two access points into the subdivision.

Mr. Walters stated we are fine in terms of ownership maintenance and all those things. The question really is on the repair construction, if you will, what source of funds that is going to be. There are bond funds for Phase 2, but that is not part of Phase 2 improvements, and I don't know of any construction funds left in Phase 1, so that is going to be the rub.

Mr. Kuhn asked can the Phase 2 funds be used if the Phase 2 work is complete, and there are remaining amounts?

Mr. Walters responded we have to look at that. I need to look back when we restructured the loan. We have still master improvements out there, and this entranceway would certainly fall within that master category, but if we have strong enough language in the way we broke out the indentures that this is, for lack of better description, completion of master works, then we may be able to do that. If it is subdivision dependent financing, then we may have some issues.

Mr. Kuhn stated we can work on that offline. I would like to explore that with you.

**B. Engineer**

Mr. McCranie stated I am in the process of doing the different requisitions for last month. So far to date, it appears A J Johns is on schedule. I know we are working on the platting of it, and we are working with the county. We should expect comments very soon, I think in the next week. We are staying on top of that and trying to get the plat recorded as well. So far the construction looks good.

**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 small graffiti issue at the pools will be fixed with the security cameras. We are having issues with the landscapers and residents knowing where the easements are. I would like to be able to paint some kind of a small indicator, like a blue triangle or something, on the white part of the curbing so they know where it is. That way residents know it is an access point for them to go through it, and we are not having issues on that weekly.

Mr. Kuhn stated I have no problem with that. We should talk about how permanent it is.

Mr. deNagy stated we can ask Dan to identify those spots.

Ms. Erickson stated we have a few proposals that I would like to present for consideration. We have three areas of landscaping for the October budget that I would like to get approved so I can get that accomplished. Cherry Creek at the corner of Majestic Walk we have grasses that need to be replaced for the amount of \$1,138.40. The other one would be the front entrance. We want to do a redesign for the next budgeting. Right now with the new estimate, we have them down to \$5,677. This includes replacing permanent plants and trees that have died over the years. We will treat the beds a little bit. The third one is Berryessa. This is the sod along the corner grass for the District. That area does need to be re-sodded. Right now it has weeds and blank spaces. That one comes in at \$3,056.90.

Mr. deNagy stated they would be in our FY17 budget as landscaping extras. It would use up pretty much all of our landscape extra budget of \$10,000. That totals \$9,872.

On MOTION by Mr. Kuhn, seconded by Mr. Matovina with all in favor for Cherry Creek Corner sod, entrance landscape redesign, and Berryessa sod installation were approved.

Ms. Erickson stated the next one would be the playground. Wes and I presented last year to get the playground mulch redone. It is in dire need to have mulch redone. The cost is \$1,200. We would like to get that redone. That is out of the maintenance and repair. We have some mild dock repair, but I don't have an estimate at this time on that.

On MOTION by Mr. Kuhn, seconded by Ms. Bock with all in favor for the installation of mulch at the playground was approved.

Ms. Erickson stated I do have an estimate for the sidewalk repair. The initial estimate was \$2,865. I know we have \$1,000 allocated for that in the budget each year. I will get another quote for the next meeting. There has been a change in the Nassau County Sheriff's billing rate. Right now we are currently at \$28 and \$3 administrative per hour. As of October 1, they request to go up to \$30 an hour and \$3 administrative fee. We have to give them a 30-day notice. As a courtesy, we would like to go ahead to give them a 30-day notice because we will have the cameras in place.

Mr. Kuhn stated we want to discontinue that as soon as the cameras are up.

Ms. Erickson stated we have the gym's AC going in next Monday. That is all.

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

There were no supervisor requests.

An audience member stated this is pertaining to the CDD development. In the past they have talked about possibly finding some means of income for the recreation building. I know we rent it out. I want to propose possibly installing solar panels. There are still federal and state grants. A lot of people are doing solar in a facility like this for \$150 a month. You figure in maybe 5, 10, or 15 years, it would be paying for itself.

Mr. Kuhn stated we can look at the cost.

Mr. Craig Brewis, 85203 Majestic Walk, asked is the old CDD fee being raised?

Mr. deNagy responded there are two components to the assessment. There is the debt portion, which is fixed, and the O&M portion went up. I don't have the numbers in front of me. I think it is about \$50 a year roughly, and it might be less than that. The O&M portion did go up a little bit for FY17. The fiscal year runs from October 1 to September 30, so you will see that increase when you get your property tax bill in November.

**EIGHTH ORDER OF BUSINESS                      Financial Reports**

- A. Balance Sheet & Income Statement**
- B. Approval of Check Register**
- C. Special Assessment Receipts Schedule – 99% collected**

Mr. deNagy stated a copy of your financial statements is included in your agenda package as of August 31, 2016. The total of the check register is \$34,541.24.

On MOTION by Mr. Kuhn seconded by Mr. Matovina with all in favor the check register in the amount of \$34,541.24 was approved.

**NINTH ORDER OF BUSINESS**

**Next Scheduled Meeting for October 18, 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 October 18, 2016 at 2:00 p.m. at this location.

**TENTH ORDER OF BUSINESS**

**Adjournment**

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

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman