

Amelia Walk
Community Development District

March 27, 2019

Amelia Walk

Community Development District

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March 19, 2019

Board of Supervisors
Amelia Walk Community
Development District

The regular meeting of the Board of Supervisors of the Amelia Walk Community Development District is scheduled for Wednesday, March 27, 2019 at 2:00 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Circle, Fernandina Beach, Florida. Following is the advance agenda for this meeting:

- I. Roll Call
- II. Audience Comments
- III. Approval of the Minutes of the February 19, 2019 Meeting
- IV. Consideration of Proposal from Micamy Design Studio for Interior Design and FF&E Services
- V. Staff Reports
 - A. District Counsel
 - B. District Engineer
 - C. District Manager
 - D. Community Manager - Report
- VI. Supervisors' Request and Audience Comments
- VII. Financial Reports
 - A. Balance Sheet & Income Statement
 - B. Assessment Receipts Schedule
 - C. Approval of Check Registers
- VIII. Next Meeting Scheduled for April 16, 2019 at 2:00 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Circle, Fernandina Beach
- IX. Adjournment

Enclosed under the third order of business is a copy of the minutes of the February 19, 2019 meeting for your review and approval.

The fourth order of business is consideration of proposal from Micamy Design Studio for Interior Design and FF&E Services. A copy of the proposal is enclosed for your review and approval.

Copies of the balance sheet and income statement, assessment receipt schedule and check register are enclosed for your review and approval.

The balance of the agenda is routine in nature. Staff will present their reports and any additional support material will be presented and discussed at the meeting. If you have any questions, please contact me.

Sincerely,

Daniel Laughlin

Daniel Laughlin
District Manager

AGENDA

Amelia Walk Community Development District Agenda

Wednesday
March 27, 2019
2:00 p.m.

Amelia Walk Amenity Center
85287 Majestic Walk Circle
Fernandina Beach, FL 32034
Call In # 1-800-264-8432 Code 895984
www.ameliawalkcdd.com

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MINUTES

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, February 19, 2019 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
Gregg Kern	Vice Chairman
Rose Bock	Supervisor
Mike Lewis	Supervisor

Also present were:

Daniel Laughlin	District Manager
Jennifer Erickson	Evergreen Lifestyles Management
Jason Walters	District Counsel (by phone)
Dan McCranie	District Engineer
Liam O'Reilly	GreenPointe (by phone)

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 2:40 p.m.

SECOND ORDER OF BUSINESS

Audience Comments

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Consideration of Appointing Supervisors to Fill Seats 1 and 4

Mr. Laughlin stated we've had about ten people submit letters of interest and resumes and those are included in the agenda package. We received one yesterday as well.

Mr. Taylor stated while we are waiting for legal counsel to join the meeting we will open the floor for people that are here to speak for a minute. I think the protocol is we will appoint after considering the candidates?

Mr. Laughlin stated yes, once the board is comfortable you can appoint for the two seats. We will do a motion for each appointment. The first agenda tab is Craig Brewis who was here at the last meeting but I don't think he's here tonight.

Mr. Kern stated he and Mr. Murphy both spoke at the last meeting.

Mr. Taylor asked did you have anything else to add Mr. Murphy?

Mr. John Murphy responded no I spoke to the board last time.

Mr. Taylor stated then we have Mary Massman.

Ms. Erickson stated she was unable to be here.

Mr. Kern stated the email states the Amelia Walk HOA. I just want to be clear that these are CDD board seats that are available.

Ms. Erickson stated she has been the Secretary on the covenant enforcement committee for the HOA.

Mr. Taylor stated the next one would be Michael Lewis. Do you have any comments?

Mr. Lewis stated I just wanted to be aware of what is going on in the community and participate with the Board.

Mr. Walters joined the meeting by phone at this time.

Mr. Taylor stated Jason, Mr. Lewis just spoke so we're now talking to Red Jentz.

Ms. Janice Jentz stated that is my husband. He is between meetings and he had to go back.

Mr. Taylor stated we have his qualifications and resume here. He's aware this is for the CDD board versus the HOA board?

Ms. Jentz stated yes.

Mr. Taylor stated next we have Benjamin Mathews. Is he here? (no response) Then we have Mr. Clarence Boyce.

Mr. Clarence Boyce stated I think my resume speaks for itself. I would like to get involved in the community and sit on the CDD board.

Mr. Taylor stated then we have Jeffrey Robinson.

Mr. Jeffrey Robinson stated my wife and I just moved into the neighborhood in July of last year. I was an elected official for the community in which we lived in Connecticut. My wife was an executive board member of our previous residence's HOA. I have a management background and experience making budget decisions.

Mr. Taylor stated we have one more; Mr. Dale Beter. (Mr. Beter did not appear to be in attendance)

Mr. Laughlin stated we also have John Mercier. We just received the letter of interest last night.

Mr. Taylor asked all of these are residents of the District?

Mr. Laughlin stated yes.

Mr. Taylor asked Jason, do you want to walk us through the protocol.

Mr. Walters stated the process by which the District fills a vacancy is what's labeled in the Statutes as appointment. That is no different than we do for any other action that the Board takes. It would a motion, a second and a vote of the Board on that action item. If there's a motion and it doesn't get a second it will fail for a second. If there's a motion and a second and it does not get enough votes then it fails for not enough votes and we can go down the line.

Mr. Laughlin stated the term will be four years so these seats would both hold until 2022. They coincide with the general elections. In 2020 there will be two seats and then three seats, and so on every four years unless somebody resigns and then we will do this same process to appoint.

Mr. Taylor stated it is a public office so there are some registration requirements, right?

Mr. Walters stated there are. The statutory qualifications in these seats are that you are a registered voter residing within the District so the District address has to be their intended residence and they have to be a registered voter.

Mr. Taylor stated as we make the motion, if there are any problems with any of the candidates, please let us know.

On MOTION by Mr. Taylor seconded by Mr. Kern with all in favor appointing Mike Lewis to fill seat one was approved.

On MOTION by Mr. Kern seconded by Mr. Taylor with all in favor appointing Craig Brewis to fill seat four was approved.

Mr. Laughlin stated since Mr. Brewis is not here I will swear him in at the next meeting and he can count for quorum at the next meeting.

B. Oath of Office for Newly Appointed Supervisors

Mr. Laughlin administered an oath of office to Mr. Lewis.

Mr. Taylor stated I'd like to thank all of the residents that have indicated they would like to join the Board. It was definitely one of the most qualified groups of people I've seen on

the boards I've been involved with. I encourage you to stay involved and if it's not on the CDD board, try to get on the HOA board. There are still a lot of needs on that level as well.

C. General Information for New Supervisors

Mr. Walters stated Daniel has an informational packet you can review. As Mike mentioned, the CDD is a public entity within the State of Florida so that opens up some of the Statutes you will be required to adhere to. The main ones we talk about are the Sunshine Statute, which states that supervisors cannot discuss business of the District outside of a meeting so if it's an item that is going to come before the Board. You can talk to supervisors about your last vacation, the weather and anything else but if it's something that's going to come before the Board that discussion has to take place in a meeting and I always caveat that a discussion can be verbal or in writing so emails and text messages are the same thing as a conversation. The other statute that you will need to think about is the public records statute. All of the documents of the District, the packages you receive, agreements, etc are public records that someone can request from the District at any time. We generally advise supervisors to have a separate email address so if we get a public records request for all of your emails you have a separate email that you can pull all of those from rather than if they are intermingled within a personal email account. The documents you get today the District will keep copies of those so you don't necessarily have to keep those. The last thing I will say is the Sunshine statute doesn't apply to staff so if you have questions prior to a meeting or anything you see in an agenda package or anything in general you can always feel free to reach out to Daniel or myself and we can help walk you through those. It's a bit of drinking from a fire hose in the beginning but the learning curve is steep so I think after a short period you will have caught on.

D. Consideration of Resolution 2019-09, Designating Officers

Mr. Laughlin stated we have Mike Taylor as Chairman, Gregg Kern as Vice Chair, myself as Secretary now that Dave is gone, Jim Perry out of my office is Treasurer, Rose Bock is Assistant Secretary and the two new supervisors will be Assistant Secretaries. We will keep Dave on as Assistant Secretary for signing purposes. I will be the Assistant Treasurer and also for signing purposes would be Jim Perry, James Oliver and Ernesto Torres out of my office.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor Resolution 2019-09 designating the officers as listed out above was approved.

FOURTH ORDER OF BUSINESS

Approval of the Minutes of the January 15, 2019 Meeting

There were no comments on the minutes.

On MOTION by Ms. Bock seconded by Mr. Taylor with all in favor the Minutes of the January 15, 2019 meeting were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer

Mr. McCranie stated at the last meeting you asked me to check on the JEA break and find out what had occurred. I was able to talk to Brian Spell, who is the manager with wastewater preventative maintenance and I'll read you his email. "Dan, I'm not at my desk but if I recall correctly we had an estimated amount of 25 gallons into the storm drain that discharges to the pond. I think we recovered everything that may have entered the pond with our vacuum jetter truck but I'm not certain. Even if we didn't, we take water samples of any water body we suspect a sewer discharge may have occurred in. I'll check with our environmental staff to see what the results were." I got a later email, "Mr. McCranie, we sampled the water in the pond the morning following the sanitary sewer overflow and the levels were high. We took a follow up sample on January 13th and the fecal count had returned to the background conditions. In short, there isn't anything else to do with the storm drainage system or the pond in relation to this event. We apologize for any inconvenience or concern this event may have caused you or your community. It would be good to pass along to the homeowners in the neighborhood that if they see anyone opening manholes to the sewer system that are not JEA staff let us know so we can check on the system to ensure no other debris ends up in our system". They had photos of two big chunks of concrete debris removed from the manhole which caused this backup so potentially from construction but even then, it's odd that it was there in this manhole. It's been cleaned and fixed and they've tested it. Meeting

background conditions means it's as it was months before so that is the status of the JEA sewer break. They were nice about getting back to me because I talked to a couple different people and they sent me in the right direction so JEA was helpful.

Secondly, you asked me to check on parking areas throughout the subdivision and doing a parking versus no parking evaluation. I submitted a PDF last Friday that shows it pretty well. This is based upon FDOT standards. You would have 85 feet before you get to the intersection where you would have no parking and as you turn to the right, 60 feet after the intersection you would have no parking. If you did that on all quadrants, it's really all about your site viewing and making sure you can see ahead of you and in front of you for safety so no parking should be allowed there so if you enact a specific plan for where you can and cannot park on the roads I would follow that procedure. It's defensible and it's specific to intersections and it follows a specific standard.

Mr. Taylor asked for residential?

Mr. McCranie stated for anything. DOT has major road standards and local road standards and this is for parking on roadways.

Mr. Taylor stated for audience members, at our last meeting we were asked to analyze the parking and intersections and that's what we asked the engineer to do and he's provided an exhibit for us to consider. Jason, I guess the way to adopt this would be to recognize the exhibit and amend the architectural guidelines as well as the HOA guidelines?

Mr. Walters stated I think that would be appropriate.

Ms. Bock stated we had a conversation before we started the meeting about how to designate this for people parking and Dan said the yellow paint would work better as opposed to signs.

Mr. McCranie stated the yellow paint and then whatever other legalities you may have to have like signs in one location saying don't parking the yellow spaces or you will get towed. I don't know the local rules but you'll find those out. I think yellow paint is pretty clearly indicates to not park there.

Mr. Kern asked so this would be something the Board would be asking the HOA to consider?

Mr. Taylor stated I just need to figure out how to tie it in to the right document because we are governed by HOA documents, architectural guidelines and obviously the statutes for the CDD.

Ms. Bock stated and the reason we're even involved is because we own those roads.

Mr. O'Reilly stated Gregg could probably speak more to this but I would suggest the declaration for the community is probably the best spot to put that type of rule and it gives the HOA something enforceable when it comes to recorded documents. The covenants and restrictions.

Mr. Kern stated yes and those are all HOA documents so I think it would be the Board would be agreeable in asking the HOA board to adopt and amend their declaration to include these guidelines.

Mr. Walters it's a bit of a crossover here in terms of it's a roadway so it's District property. The enforcing mechanism the District would have and I don't think we want to go to this point yet, is really kind of a towing provision so if we can get that inclusion within the HOA covenants, which can govern these type of things, they will have a different array of enforcing mechanisms for fines and things like that so it's a bit awkward in terms of the crossover but I think that's the best way to handle it.

Mr. Lewis asked is this consistent with what else is going in the County for parking on the streets because there are lots of other components?

Mr. McCranie stated there are certain places in which they don't allow parking on the street at all and our covenants and restrictions allow parking on the street. We used to say you can't park in the right of way and now we just can't park in the grass or something so it's now going to be specific to who owns the roads whether it's County or City but I can tell you in basic terms, if it's not being done, this is what should be done everywhere for safety because it's an intersection safety standard.

Mr. Taylor stated this is a little complicated as the attorney mentioned. It's an HOA enforcement item and we are the CDD board who provided funding for the streets but we don't have the power to enforce someone working in the wrong spot. We do have Evergreen, our HOA management company, who is attending today and she has brought this to the Board's attention to evaluate, we got the District Engineer to evaluate it and then he's provided this recommendation. I think the next step, if I'm correct, is one of the supervisors can work with

the HOA board and management company and see if they are willing to adopt a change to the already recorded covenants and restrictions. Is that fair to say?

Mr. Kern stated yes and I just want to note there is probably some financial consideration with who is going to fund the improvements initially. The HOA will have some legal costs to amend their documents so they will be taking those into consideration but I'm sure they would also like to know who would be painting the curbs or doing the signs.

Mr. Erickson stated there are adequate reserves in the HOA to cover the related expenses if needed.

Mr. Taylor stated my position is let's push this to the HOA to review the recommendation. Before anything gets approved it has to be voted on at the HOA level.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor staff was authorized to work in conjunction with Vice Chair Kern on a recommended solution with the HOA to evaluate a parking provision to the CC&Rs.

Mr. McCranie stated I have six requisitions for approval; four that are part of phase three or 4A. They are not in your packet but Daniel has all of them. Requisition number five is for \$16,030 for the final design of phase five for McCranie & Associates based upon the contract that was reviewed and approved by GreenPointe.

Mr. Kern asked that is out of 2018A?

Mr. McCranie stated it should be 'B'.

Mr. Taylor stated it is assessment area 3B and bond series 2018.

Mr. McCranie stated assessment area 3B is phase 4B and 5. This comes out of the construction fund.

Mr. Taylor stated just for everyone in attendance, there is a bond series by year and then there are assessments areas and then there are development phases and that's what we're trying to reconcile. GMS does a lot of these for us and they will make sure the fund gets appropriated in the right bucket. You're asking for approval of the \$16,000 for design fees.

Mr. McCranie stated yes design fees for phase five of construction, which is part of the 3B assessment area. Number seven is to Earthworks and that is their current pay application

number five. It is for a total of \$132,489.40 and that is assessment area 3B for construction of phase 4B.

Mr. Taylor asked what completion are they at?

Mr. McCranie responded they are at roughly 10% so slightly behind schedule. Liam and I are working to try to push them to get them back on schedule. Requisition number 33 is for Hopping, Green & Sams legal services for \$115 for phase 3 and 4A construction discussions. Requisition number 32 is the other half of number seven and that is for the phase 4A construction to Earthworks. They are approximately 12% completed and it's for \$315,109.94.

Mr. Kern asked 4A comes out of the previous series?

Mr. McCranie responded yes.

Mr. Kern stated I would just ask staff accounts payable to work with the trustees, as they will, to make sure we're allocating to the appropriate funds. We have multiple funds and the projects are split and there are percentage splits on the contracts.

Mr. McCranie stated requisition number 31 is for Hopping Green & Sams for \$552 for legal services. Number 30 is McCranie & Associates' design fees for phase 4A construction for \$20,550.

Mr. Taylor asked is that all within the contract amount? No change orders?

Mr. McCranie stated yes, no changed orders. Number six is for Hopping, Green & Sams for \$943 for reviewing contracts specific to phase 4B and 5.

Mr. Taylor stated it is assessment area 3B.

Mr. McCranie stated yes. All of the engineering fees and construction fees are based upon a contract that have already been approved by either GreenPointe or the Board as far as earthwork and the construction services and then Hopping, Green & Sams is their hourly stuff and they break it out whether it's specific to a project like this construction phase and then they will send us an invoice for requisition.

On MOTION by Ms. Bock seconded by Mr. Kern with all in favor Requisition Nos. 5-7 and 30-33 were approved.
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C. District Manager

Mr. Taylor stated can you give us an update on the website. Is it ADA compliant?

Mr. Laughlin stated yes.

D. Community Manager - Report

Ms. Erickson stated we have the new landscaper in place and in here I have a bid for \$1,266.50 to make all of the repairs to the system that either weren't done correctly or it was overlooked by the previous landscapers.

Mr. Taylor asked and we held money back from the previous contractor?

Ms. Erickson stated the one thing that was in question were the flowers for phase two. It was not billed and we did not pay for those so at this point, other than about 50 flowers, we are good to move forward with making a payment to them. They did not bill for January.

Mr. Taylor stated there was some amount of work that was in question last time.

Ms. Erickson stated the bills have not been sent to the office yet for the last 30 days of work.

Mr. Taylor asked so the \$10,000 did not get paid?

Ms. Erickson stated no. Right now I believe the balance to them with janitorial, irrigation and landscaping I believe it's \$14,000 or \$15,000. Some of those date back to June of 2018 and then that will zero out our account.

Mr. Laughlin stated I'd have to look at our ASI. I can do that and get back to you.

Ms. Erickson stated that \$7,000 that we were holding I did get an accounting from Sharyn so they were still outstanding. I don't know if they've sent the checks in since.

Mr. Taylor stated we had a check register from the last meeting, if I'm correct, for \$11,000 to be paid to Martex and there was invoices pending that we asked to be held of about \$7,000.

Mr. Laughlin stated I haven't told her to pay it yet.

Mr. Taylor asked at this point do we have a check getting ready to be paid to Martex?

Mr. Laughlin stated I can tell her to pay it whenever you guys are comfortable.

Mr. Taylor stated in my opinion we need to withhold the irrigation breaks from that check. Right?

Ms. Erickson stated this is stuff that wasn't repaired properly. This system is supposed to have complete irrigation checks and these are things they've found wrong with the system.

Mr. Taylor asked wasn't that under Martex's scope?

Ms. Erickson stated it was.

Mr. Lewis stated if Martex would have done the same inspection they would have found the same issues and fixed them.

Ms. Erickson stated they are going back through their invoices little by little for these things. Obviously they didn't catch all of the issues in the system. Some of these zones were not hooked up to the system itself correctly when they were programmed. They went back and reprogrammed all 72 zones. There were nine that were not programmed correctly.

Mr. Taylor stated that's under their scope of work to manage so I'm going to make a motion to withhold that payment from Martex's that amount.

Mr. Kern stated we need a motion to approve the work order from Trim All but internally we need staff to back charge the outstanding amount due.

Mr. Laughlin stated I'll talk to Sharyn. Are you guys okay with the rest of the payment going out minus the \$1,266.50?

Mr. Taylor stated Jen is going to have the best comfort level if we can release the balance of the \$7,000.

Ms. Erickson stated I went through the account twice to make sure there was no outstanding work.

Mr. Kern asked is Trim All 100% turned over and done all of their inspections?

Ms. Erickson stated they have.

On MOTION by Mr. Kern seconded by Mr. Lewis with all in favor a proposal from Trim All for repairs to the irrigation system in the amount of \$1,266.50 was approved.

Ms. Erickson stated the board previously approved \$3,800 to replace the dead phase two flowers. Can I move forward with using those same funds to do the correct work? Martex ripped out the flowers and we never got charged for them but we do need to fill the blank space.

Mr. Kern asked they ripped out flowers?

Ms. Erickson stated they special ordered flowers and when they got a change over in management the new management didn't get the way they looked and they pulled them out without permission. They were still alive they were just in a dormant state. It was previously

approved in October of 2018 I just want to make sure it's okay with the board to move forward with getting those plants re-installed.

On MOTION by Mr. Lewis seconded by Ms. Bock with all in favor \$3,800 to replace flowers in phase two was approved.

Ms. Erickson stated we started a monthly resident coffee event at the request of the residents. We've got paint night and Easter coming up pending construction with the amenity center. The only community wide concern is we had a resident send out to all of the community who had dogs pet waste letters. They didn't come from the District, they come from the HOA. There were temporary signs put up for anti-dog waste. Some of those have been destroyed or taken but emails have gone out.

Mr. Lewis asked he's back on that?

Ms. Erickson stated a lot of people it was the District that sent out the letter. Obviously it wasn't but people were upset because homeowners were followed home apparently. You wouldn't know where people with dogs lived unless you watched where they were going so the sheriff's office has been contacted about it.

Ms. Bock asked so it didn't go to everybody?

Ms. Erickson stated just to people with dogs along with waste bags. It was a very aggressive and incorrect letter per our CC&Rs. Lastly, thanks to Dan we will be working on the traffic issue. Apparently ambulances could not get through at 1:30 in the morning so they turned on their sirens and honked their horn until the homeowner came out and moved their car so we sent an email out.

Mr. Taylor asked did you trace down the as-built for irrigation?

Ms. Erickson stated I've made a request to get a copy of the as-built. I have the one that Martex has but it's hand drawn and hard to read.

Mr. Taylor stated on your management report I see it was distributed to Taylor Morrison Homes. Is that typical?

Ms. Erickson stated yes they get a copy of it. I check with them to see if there's any issues. The only thing they've had is the construction material between phase 2 and 4A. It looks like there's some copper wiring for the sump pumps or something. The material has changed two or three times. Unfortunately they're getting wet and things are going all over the

place. Liam is aware of that and I've sent him pictures but I'm going to put a temporary netting around it so it can't blow away and hopefully it will deter someone from stealing and scrapping the copper.

SIXTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Mr. Kern stated I'd just make a request again to make a requisition summary to try and help us through that approval process. It makes it a much smoother process.

Mr. McCranie stated Daniel and I will work better to make sure you have this.

Audience Comments

Mr. Paul Geiger, 85493 Berryessa Way, stated last Thursday they dug a pit out across the street from my house and next to another house. There were two guys that I think were from Taylor Morrison. They said they were moving the concrete truck dump from over in phase two to across the street from me. When I asked them why they didn't put it next to another sand pile across the way they said because these lots aren't going to sell as fast. They don't even look at impacts. Why is it always over there that we have stuff going on? There's going to be concrete trucks coming in there dumping and then what, going down Berryessa?

Mr. Taylor stated we can look into that.

Mr. Geiger stated if they go in the other side where the white sand is there's no houses and they can put it over there. When they did it in phase two they didn't have any houses around.

Mr. Taylor stated I'll make a recommendation to get with GreenPointe and Liam O'Reilly.

Mr. Geiger stated I'd appreciate that because there's two other homeowners right there in that area that just couldn't make it here today.

Mr. Taylor stated I know what you're describing and it's probably not ideal for your situation but I'll talk to the builder. They've had some acquisition so we will see what the new team does. I haven't met the new team.

Ms. Carol Holmes, 85082 Majestic Walk Boulevard, stated it's with great regret that I'm here articulating to you my concern that you've demonstrated negligence to phase two in the upkeep of street signs and relationships with the utility companies and the handling of their installations in phase two, particularly Majestic Walk Boulevard. I will send this is writing with photographs if you would like that or I'd be happy to walk you through the street. In

regards to the street signs I believe you may have assigned that to the HOA. I did articulate all of this to Jennifer last week so there is no surprise here. The street signs are sorely in need of painting and there's been a pole that sits on Majestic Walk Boulevard; a black street sign pole that has no sign on it and it's been like that since I moved in October of 2017. This is now February 2019. Furthermore that tends to impact GPS locations and GPS oftentimes cannot even find our street numbers or our streets and my neighbors will attest to that. In addition, Florida, Power & Light has three to four tall lampposts that are leaning. In late June I shared all this with Jennifer and she said they will be coming for the next phase and when they do they're going to straighten them out. I don't think that's happened and she has called but yet they're still continuing to lean and I guarantee you if this was happening in the streets to which you go home at night you would be upset too. Some are badly leaning and some aren't even working. The pedestals installed by AT&T and Comcast are a disgrace. Many are leaning and broken. There's one that broken wide open that someone could fall and break an ankle and sue the CDD right now. It's a travesty. We look like the Beverly Hillbillies as you drive down that street.

Mr. Taylor asked and those pedestals are on Majestic Walk?

Ms. Holmes responded yes sir and they're leaning, they're sideways, some are broken and some are on the ground. It's a disgrace and I'm so sorry to be here with a complain but we can be better. I have served as a trustee in my neighborhood in Ohio as has my husband. We did not have this structure, we had HOAs but we were in charge of working with utility companies, with landscaping, and with street signing. This can be handled and I know we can be better. Additionally, the electric outposts, which I know are needed for building homes where the builders pull electricity, there are many that are still standing that could be pulled. We've got one leaning. They should be pulled by now and it's uncalled for. I'm embarrassed to have friends over. I moved into this neighborhood and I thought it would be a lovely development but we can be better than we're being. I will be happy to formalize it in writing and I'd be happy to take any of you on a walk through to show you what I'm referring to.

Mr. Taylor stated it will be recorded on record so we will have that in the next meeting minutes.

Ms. Holmes asked what do we do from here? What is the process?

Mr. Taylor stated you've touched on a couple things. A lot of them are street signs, which are CDD funded items. FPL is utility, pedestals are AT&T, and Comcast are utilities. We have relationships with those utility companies and obviously it's in the right of way so we physically cannot do the repairs, it has to be done by the utility company. The street signs we can take under advisement. I think it's in our improvement plan to upgrade. I don't know the timing of that. It may be part of the upgrade of this amenity to have some of those funds appropriated to what I call is a beautification project. The t-poles are a builder related item and that can be a phone call to the division head at Taylor Morrison.

Ms. Holmes stated I'd like to add, I was here at an HOA meeting and I was rather angry and I apologize for that. This neighborhood is loaded with those white and orange plastic stakes that I was told they're here for fiber optic reasons. I've circled five different developments and none of them have poles. They have them in one strategic location. I've since visited with Jennifer and she said well we have learned they can be cut down to a foot or so out of the ground. That's the least we could do because they're hideous.

Ms. Erickson stated they are land markers for the new fiber optics that they ran.

Mr. McCranie asked they're just survey stakes right now?

Ms. Erickson stated the thing is they basically took white PVC from the back of their truck and cut it down to one size.

Mr. Taylor asked it's got an orange rubber cap on it right?

Ms. Erickson stated yes.

Mr. Taylor stated it's a utility provided pipe. We don't give them the material to do that. You'll also see in gas communities pipes that stick out of the ground pretty high and you don't want to cut those off. There are some things we just have to work with the utility company on.

Ms. Holmes stated there are things we can just do better. It's just very sloppy. The finish off looks terrible in this development, at least in phase two particularly Majestic Walk Boulevard. I walk my dog a lot and I've even walked on the other side of the lake and it looks better than our side.

Mr. Taylor stated one thing on the power poles, in other neighborhoods I've been involved with there's usually a steel plate on the power pole that identifies the pole itself so as

another means of getting their attention you could call FP&L and give them that pole number and they will record it in their system as well.

Ms. Holmes stated Jennifer said they refuse unless it's really tilted.

Ms. Erickson stated it has to be tilted a certain percentage for them to fix it. It's an aesthetics thing versus needing to be done.

Mr. Laughlin stated I will say the more people that call them, the better.

Mr. Lewis stated do we pay per light, per month for the lighting? We don't own the poles.

Mr. Kern stated we can check the agreement. Jason will have one on file with FP&L for street lighting and it will probably talk to their terms and their requirement to maintain those fixtures.

Ms. Erickson stated I've called it in several times to them and the last gentleman I spoke with stated those are not tilted enough for them to do anything.

Ms. Holmes stated there's got to be something GreenPointe has the power to do with these.

Mr. Taylor stated there's really not. There are certain things that private and public entities have to follow. We can make the calls that you can make and that's what we will look into but these agreements that Gregg referred to are entered into by the CDD so the CDD has a lease agreement for these power poles and we'd have to look into the terms and conditions of that.

Ms. Holmes asked what about the pedestals with AT&T?

Ms. Erickson stated I've had appointments with AT&T to come out and look at the green boxes. I had another appointment yesterday between 8:00 and 5:00 and they did not show. I called at 5:00, nothing. They said I was on the roster. I waited for their call until 8:00, nothing so I have to reschedule again. Liam put me in touch with some contacts so I can try to push that a little bit harder. They have it on their agenda to look at the height to cut those down as well as replace some of the box covers because some of them are cracked. There was one street sign that is missing. When they finished phase two, the roundabout, they had going the wrong way. They had it going clockwise and it's supposed to go counter clockwise. Kevin has that in production right now so he said he's going to get that installed as soon as he can. The power poles, I spoke to Eric at Taylor Morrison. He stated those were on the agenda and I told

them I needed them down in the next 30 days and he said he would need that time to get those done. The hole that you had spoken about, over by the roses, I contacted the landscapers and it is not a District-owned piece, it's owned by FP&L so I will contact them come in and put a new cover on that. Honestly the landscapers should have brought that to our attention but they did not.

Mr. Lewis asked is there an address we can have Carol send the photos to or do we want them to go to the HOA?

Mr. Taylor stated there are two offices residents of the community can report to and that's GMS and Jen.

Mr. Laughlin stated I have business cards I can give to you after the meeting.

Ms. Holmes stated again, I'm sorry to be here with this bad timing but we can be better and I know that.

Ms. Karen Boyce, 85074 Majestic Walk Boulevard, stated did you say the CDD has no control over the swale? Is that the HOA?

Mr. Taylor asked what swale are you referring to?

Ms. Boyce stated the front one from the sidewalk.

Mr. Taylor stated every road has a right of way and from the curb back to the sidewalk is usually dedicated for utilities and they're different for each street but let's just say 13 feet beyond the curb is public right of way and that would be standard dimensions so you have public sidewalk and then the grass and that's all public right of way. We dedicate those right of ways to the utility companies to put their facilities into the ground so anything they put in the ground they have to maintain.

Ms. Boyce asked so that is really controlled by utilities, we just have to mow it?

Mr. Taylor stated yes.

Mr. Kern stated the challenge is they have the right to put their utilities there and we have less control over them because they do have the right because it's a public right of way so when you have providers like AT&T and Comcast, we don't pay them to come in, they come in because they want your business but they have a right to be there so it's a little bit of a tricky relationship to manage in that sure, we want everything to be exactly right with no broken boxes but we don't have a lot of leverage over them so it's a constant management thing. I see

it especially in neighborhoods that are still being built and there's constantly a box being run over, or dug up, or a pole being hit and you just have to manage the relationship.

Mr. Taylor stated there are legal documents between entities so there is some enforcement and we have to get the District counsel to look at that.

Ms. Boyce stated I guess my impression was the CDD had some control and they allowed the utilities to be there but it sounds like they have more control.

SEVENTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet & Income Statement

B. Assessment Receipts Schedule

C. Approval of Check Registers

Mr. Laughlin stated the check register is for \$53,321.45.

On MOTION by Mr. Taylor seconded by Mr. Kern with all in favor the check register was approved.

EIGHTH ORDER OF BUSINESS

Next Scheduled Meeting for March 19, 2019 at 2:00 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Circle, Fernandina Beach

NINTH ORDER OF BUSINESS

Adjournment

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

Secretary/Assistant Secretary

Chairman/Vice Chairman

FOURTH ORDER OF BUSINESS



MICAMY
DESIGN STUDIO

PROPOSAL FOR PROFESSIONAL INTERIOR DESIGN SERVICES

Requested by:

GREENPOINTE COMMUNITIES
ATTN: GREGG KERN
7807 BAYMEADOWS ROAD EAST
SUITE 205, JACKSONVILLE, FL 32256

For:

AMELIA WALK CDD
475 WEST TOWN PLACE
SUITE 114
ST. AUGUSTINE, FL 32092

1 March 2019

PROJECT SCOPE

This proposal is for the scope of Interior Design and FF&E (Furniture, Fixtures & Equipment) services for the above referenced project. We are pleased to provide you with the following services for review and consideration. This letter will serve as the agreement between GreenPointe Communities (GPC) and Micamy Design Studio, LLC (MDS) to provide services per the scope of work below.

The project consists of one building within Amelia Walk Amenity at West Town Place. The site and floor plans will be provided by Basham & Lucas in AutoCAD format for MDS to utilize for space planning. The scope of work applies to the following areas:

1. ***Residence Club Building:***
 - a. Social Room
 - (2) Coffee Tables
 - (8) Club Chairs
 - (4) Dining Tables
 - (8) Dining Chairs
 - Artwork & Accessories
 - b. Women's Restroom
 - Artwork
 - c. Men's Restroom
 - Artwork
2. ***Covered Veranda***
 - (1) Outdoor Sofa w/ Cushion
 - (2) Outdoor Lounge Chairs w/ Cushions
 - (1) Outdoor Coffee Table
 - (1) Outdoor Rug
 - (4) Dining Table
 - (8) Dining Chairs
 - Outdoor Pillows & Accessories
3. ***Raised Deck***
 - (54) Chaise Lounge Chairs
 - (7) 42" Round Dining Tables
 - (28) Dining Chairs
 - (4) 7.5' Umbrellas (Dining Table)
 - (2) Trash Cans
 - (16) Barstools

- Outdoor Pillows & Accessories

4. *Residence Pool:*

- (54) Lounge Chairs
- (12) 18" Tea Tables
- (8) 42" Round Dining Tables
- (8) 7.5' Umbrellas (Dining Table)
- (8) 9' Umbrellas (Free Standing)
- (32) Dining Chairs
- (3) Trash Cans

SCOPE OF SERVICES:

A. Basic Services

Our services are intended to satisfy the related Interior Design requirements for the project as described above. This includes coordination of the work provided by other consultants, such as architect and selected general contractor. We further understand that periodic review milestones of our documents will be required with GPC and the design team to ensure the project scope and initial project programming vision is maintained. These reviews, together with related team meetings on site, will be a part of the natural sequence of development and are included in our scope. Our services for this project are intended to be as follows:

Our Basic Services consist of the following phases:

Design and Selection Phase
Furniture, Fixture & Equipment Phase

1. Design and Selection Phase

This phase will refine the existing design completed by Basham & Lucas and MDS to date and approved by GPC. GPC's review and approval for the following phase will provide the foundation for the final FF&E Selection phase.

- a. MDS to illustrate use of space, provide representative elevations, graphic placement of FF& E, detailed drawings of design elements to reflect the overall design concept.
- b. MDS to provide the design intent of all applicable finish material specifications for all applicable areas specified described above.
- c. MDS to provide related drawings and schedules in AutoCAD 2019 format.
- d. MDS to collaborate with GPC regarding meetings with Amelia Walk's team one (1) time for formal design presentation to the team in order to reflect the overall design concept.

- e. MDS to manage the final selection of furniture finishes and coordination with GPC's FF&E budget.
- f. MDS to provide one (1) presentation to GPC.

2. Furniture, Fixture & Equipment Phase

FF& E Purchasing

- a. MDS to prepare budget based on estimates of costs of merchandise derived from published prices and preliminary quotes with respected vendors. GPC 's approval is required prior to procurement of any merchandise. The budget will include the following items:
 - i. MDS purchasing and coordination fee.
 - ii. Sales tax for Florida as applicable.
 - iii. Freight charges.
 - iv. Shipping, receiving and storage.
 - v. Delivery.
- b. MDS to procure all furniture and accessories approved after budget and design presentation, but NOT including any construction related material. MDS will secure fixed pricing from applicable vendor on related fabric and furniture with a suppliers pricing commitment for up to three (3) months of the original quote.
- c. MDS to coordinate items that receive special attention to materials with manufacturers.
- d. MDS to provide Project Management which includes the following:
 - i. Processing client's deposits.
 - ii. Supplier acknowledgements and confirmations.
 - iii. Cuttings for samples.
 - iv. Finish samples.
 - v. Vendor invoices.
 - vi. Track project progress.
 - vii. Verifying adherence to estimated ship date.
 - viii. Review and confirmation of delivered items.
 - ix. Coordination of adjustments required to correct any deficiencies or problems pertaining to goods received.
 - x. Logistics for installation.

- e. MDS shall, to the best of their ability, select suppliers of goods to be free from defects in material and workmanship. All manufacturers' warranties shall be passed on to GPC at time of installation. At that time, all claims concerning quality or craftsmanship shall be between GPC and Manufacturer. MDS hereby assigns to GPC to have the benefit; at GPC's expense, of all guarantees and warranties.
- f. Furnishings purchased by MDS may include custom material applications such as finishes, millwork fabrication etc., *therefore may not be returnable*. MDS will advise GPC of such furnishings prior to purchase.
- g. If GPC would prefer MDS to pursue any warranty or performance actions with manufacturer on their behalf, all time spent by MDS will be billed at our standard hourly rates.

FF & E Project Coordination and Installation

1. MDS will have the responsibility to reject work that does not conform to the contract related Interior Design Documents used to establish the purchase with such vendor. Vendor negotiations will require vendor to be responsible for any re-stocking and or related return shipment cost. Should GPC reject any work or shipped stock that is in accordance with the contract related Interior Design Documents together with GPC's approved selections, GPC will be responsible for all related re-stocking and or return shipment cost requested by vendor. GPC will also be responsible for such time spent by MDS to coordinate such owner rejected items.
2. MDS to coordinate related targeted installation dates with MDS's vendors, General Contractor and GPC. GPC to provide the final approved turnover/construction schedule to be used as a basis for installation scheduling. See attached requirements prior to installation (*See Owner Responsibilities below.*)
3. MDS shall coordinate/arrange storage, delivery of furnishings and accessories to GPC 's property.
4. MDS to provide GPC with two installation dates to be coordinated with construction completion with the General Contractor. Any

additional installations will be at GPC's expense including "Out of Office" business days for each Designer at our standard hourly rates and any additional delivery fees.

5. MDS to provide GPC with two job site visits to coordinate installation and delivery of furnishings and accessories. This is inclusive of the actual delivery date.
6. GPC shall provide full information regarding requirements for the project. GPC shall furnish required information as expeditiously as possible for the orderly progress of the work and MDS shall be entitled to rely on the accuracy and completeness thereof.
7. GPC shall designate a representative to act on GPC's behalf with respect to the project. GPC or such authorized representative shall render decisions in a timely manner pertaining to documents submitted by MDS in order to avoid unreasonable delay in the orderly and sequential progress of the MDS's services.

Owner Responsibilities provided by GPC and Contractor

1. Supply and installation of carpeting, tile and other floor coverings.
2. Supply and installation of painted and faux painted walls, wall coverings, wall tile and mirrors.
3. Supply and installation of cabinetry, architectural details such as trim and casework, built-ins, appliances, light fixtures, kitchen and restroom fixtures, countertops and other attached materials.
4. Provisions of electrical power, heat/air conditioning, operational security system and complete clean-up (vacuum finish) of the premises prior to and after final accessories installation.
5. Provision of adequate road and walkways for the delivery of the materials.

Other Conditions

1. Upon delivery of the materials by contracted moving service to the job site in the designated storage area or finished room(s), the risk

of loss or damage passes immediately to GPC and MDS assumes no responsibility for same. However, title to the material will pass to GPC only after the final payment and all outstanding invoicing has been made to MDS.

2. MDS strongly recommends that GPC's insurance and operational security system be in place prior to installation to secure the furnishings.
3. If installation is delayed by more than thirty (30) days from agreed delivery date, GPC agrees to pay for any applicable storage costs and handling as reimbursements to MDS.

FF& E and Accessories Payment Schedule

1. Owner will advance 78% of funds for furniture purchase as listed in the approved FF&E selection schedule (TBD). The remaining total balance (100%) due at installation. These amounts will be invoiced according to the budget agreed upon by GPC.

5. COMPENSATION

Design & Selection Phase	\$1,600 Total
Social Wing	819 SF x \$35.00 per SF= \$28,665.00 <i>Note: Allowance provided until final selection has been approved by GPC</i>
Exterior Pool Furniture Covered Veranda Raised Deck	\$75,000.00 <i>Note: Allowance provided until final selection has been approved by GPC and based off of 1" round tube powder coated standard sling fabric</i>
TOTAL FIXED FEES:	\$105,265.00

Note: Total fee does not include, tax, freight or set up and delivery.

ADDITIONAL SERVICES:

- A. MDS would be pleased to provide services beyond those specified in this proposal including construction cost estimates, value engineering for completed design services, signage design, renderings, models, alternate

design construction documents, and multiple bid packages for individual components of the project.

- B. We will provide these services whether requested verbally or in writing and will confirm any verbal request in the written form of a Confirmation of Additional Services.
- C. Any consulting engineering services required beyond those described above will be reimbursed at 15% above cost.
- D. Whenever a specific scope of additional services can be defined, we will submit fees for approval based on the additional services required.

Additional services will include, but are not limited to the following:

- Out-of-town meetings and site visits above and beyond the scope above.
- Changes to project / programming criteria issue after the 30% construction document completion stage.
- Interior Landscape design and plant material selection.
- Renderings of the project beyond design drawings and outside of preliminary services.
- Changes in the scope of work after approval of that phase, including square footage changes, design changes and changes to the floor plan (s)
- Any preliminary or final cost estimate or statements
- Fire sprinkler design or Sub-Contractor System Engineering
- Project Signage Design and Graphic Package
- Full colored renderings
- Code research
- Project re-zoning or zoning negotiations
- Project permitting or civil engineering services
- Specialty Data, I.T., voice engineering, security system design.
- Three dimensional renderings and marketing graphics

- Re-zoning and/or planning and zoning commission presentations
- Threshold inspection services
- Construction Administration not outlined above
- Civil Engineering
- Landscape Architecture
- Per-Engineered product design – light gage metal framing
- Management of the contractor bidding process
- Project schedule development or management for construction

E. The additional services described above shall be performed on an hourly rate basis as follows:

Principal	\$125.00
Studio Director	\$95.00
Design Associate	\$75.00
Project Manager	\$60.00
Cad Drafting	\$55.00
Administrative Support	\$45.00
Consultants	Standard Hourly Rates

The hourly rates set forth above are subject to change in accordance with MDS' normal salary review process.

The above services will be performed for the fixed fees as outlined in the margins above, and payments to MDS shall be made on a monthly basis as invoiced according to a pro-rated amount of work completed each billing period. All payments shall be made no later than 30 days after receipt of invoice. A finance charge of 1.5% per month shall accrue and be due and payable for the period 30 days from the date of this invoice until such amount is paid.

Addendum "A" attached hereto shall be made a part of this contract and shall be binding in accordance with all applicable state laws at the final acceptance and execution of this proposal dated 1 March 2018.

In the event of any litigation in connection herewith, the prevailing party shall be entitled to reimbursement from the other party for all costs or expenses incurred in connection therewith, including attorney's fees at trial or appeal. All depositions will be charged at a standard hourly rate.

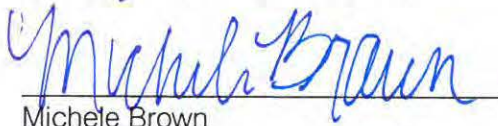
All fees quoted in this proposal shall remain in effect for a period of six (6) months from the date hereof. Any extension beyond six months without contract execution or written extension may warrant renegotiation of this fee structure. In the event the project design is not completed by the architect in the agreed to project completion schedule, due to development delays or postponement beyond architect's control, this proposal may be subject to fee renegotiation.

If the above scope and proposal meet with your approval, please sign and return one copy of this proposal, indicating those items you agree to contract with and we shall begin work immediately.

We appreciate the opportunity to submit this proposal and look forward to working with you on this project.

Sincerely,

MICAMY DESIGN STUDIO, LLC



Michele Brown
Principal & Director

ACCEPTED AND APPROVED BY

By: _____

Exhibit A
Terms and Conditions

Micamy Design Studio, LLC (MDS), hereafter referred to as the *Design Professional* shall perform the services outlined in this letter agreement for the stated fee arrangement.

Billings/Payments

Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoice shall be considered PAST DUE if not paid within 30 days after the invoice date and the Design Professional may, without waiving any claim or right against the Client and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited to the final invoice. In the event that payment is dependent upon the client's receipt of payment from a third party for services stated herein, the client shall make payment within the lesser of: ten (10) days of receipt of payment from the third party; or sixty (60) days of the date of the invoice. Past due amounts are subject to a monthly service charge of 1.5% of the unpaid balance. In the event any portion of an account remains unpaid 90 day after billing and collection efforts are deemed necessary, the Client shall pay all costs of collection, including reasonable attorney's fees. If the Client has multiple projects contracted with the Design Professional, and one or more of the contracted projects accounts are delinquent, The Design Professional reserves the right to modify the progression of work, scheduled completion dates and the scopes contracted on one or all of those contracted projects, including but not limited to the scopes referenced herein.

Access To Site

Unless otherwise stated, Design Professional will have access to the site for the activities necessary for the performance of the service.

Hidden Conditions and Hazardous Materials

A condition is considered to be 'hidden' if concealed by existing finishes or if it cannot be investigated by reasonable visual observation. If Design Professional has reason to believe that such a condition may exist, Design Professional shall notify the Client who shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the Client fails to authorize such investigation or correction after due notification, or (2) Design Professional has no reason to believe that such a condition exists, the Client is responsible for all risks associated with this condition, and Design Professional shall not be responsible for the existing condition nor any resulting damages to persons or property. Design Professional shall have no responsibility for the discovery, presence, handling, removal, disposal or exposure of persons to hazardous materials of any form.

Indemnifications

The Client shall, to the fullest extent permitted by law, indemnify and hold harmless Design Professional, its offices, directors, employees, agents and sub-consultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of the service under this agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Design Professional. This indemnification shall include any claim, damage or losses due to the presence of hazardous material.

Risks Allocation

In recognition of the relative risks, rewards and benefits of the project to both the Client and the Design Professional, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, the Design Professional's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes shall not exceed the total amount of the Design Professional's fee, whichever is greater. Such causes include, but are not limited to, the Design Professional's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Information for the Sole Use and Benefit of the Client

All opinions and conclusions of the Design Professional, whether written or oral, and any plans, specifications or other documents and services provided by the Design Professional are for the sole use and benefit of the Client and are not to be provided to any other person or entity without the prior written consent of the Design Professional. Nothing contained in this agreement shall create a contractual relationship with or a cause of action in favor of any third party against either the Design Professional or the Client.

Ownership of Documents

All documents produced by Micamy Design Studio, LLC under this agreement are the sole property and instrument of professional service of Micamy Design Studio, LLC and shall remain the property of Micamy Design Studio, LLC and may not be used by the Client for any other purpose without the prior written consent of Micamy Design Studio, LLC.

Termination of Services

This agreement may be terminated upon ten (10) days written notice by either party should the other fail to perform their obligations hereunder. In the event of termination, the Client shall pay Design Professional for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Certificate of Merit

Prior to filing any claim, complaint or action against the Design Professionals, the Purchaser must secure the written opinion of a licensed Design Professional experienced in the design of similar projects indentifying all alleged errors and omissions, and the Purchaser must provide the written opinion to the Design Professionals and allow sixty days for a reply. The Design Professional is deemed to be intended third party beneficiaries of this provision.

Dispute Resolution

This agreement shall be governed by the laws of the principal place of business of Design Professional. Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as condition precedent to arbitration in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Design Professional is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof. Claims, disputes and other matters that are not resolved by mediation shall be subject to and decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. In no event shall the demand for mediation or arbitration be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

Severability and Survival

If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the enforceability of the remaining provisions shall not be impaired thereby. Limitations of liability and indemnities shall survive termination of this Agreement for any cause.

No Third Party Beneficiaries

This Agreement gives no rights or benefits to anyone other than the Client and Design Professional and has no third party beneficiaries. Design Professional services are defined solely by this Agreement and not by other contract or agreement which may be associated with the Project.

Miscellaneous Provisions

The Client acknowledges and agrees that the Design Professional shall not be held responsible whatsoever or be subjected to any liability arising out of the failure of a pre-engineered or fabricated component which is to be designed and engineered in accordance with third party nationally recognized standards of quality or testing. This applies but is not limited to such pre-engineered components such as furniture, windows, cabinets, life safety equipment, lighting or appliances.

END OF PROPOSAL

FIFTH ORDER OF BUSINESS

D.



EVERGREEN

LIFESTYLES MANAGEMENT

MONTHLY MANAGEMENT REPORT

COMMUNITY NAME: Amelia Walk CDD

MANAGEMENT REPORT

NAME OF MANAGER: Jen Erickson

MONTH OF: February 20 -
March 27, 2019

<u>DISTRIBUTION:</u>	<u>TITLE</u>	<u>METHOD</u>
Amelia Walk CDD Board	Developer	E
Daniel Laughlin, GMS	Manager	E
Taylor Morrison Homes	Builder	E

Method of distribution: Fax (F), E-mail (E), Mail (M), Hand Delivered (H)

I. ADMINISTRATION:

- **CDD Violations:**

II. PROJECT UP DATE AND STATUS:

- **Administrative Projects: Parking, Amenity center prep**



Maintenance Items Completed:

- Flowers replaced at Amenity Center
- Toilet repaired
- ATT/Comcast post reinstalled
- Entrance light replaced

Maintenance Items in the Process/to be Completed:

- Sidewalk repair
- JEA cover repair
- FPL light post repair
- Pool brick steps repaired
- Monument repairs - est. for BOD in April

III. BIDS AND PROPOSALS:

1. Pool repairs - To be presented at the meeting

. SCHEDULED EVENTS: Upcoming Events:

- **Community Yard sale 3.23.19**

**GENERAL COMMENTS OR CONCERNS WITHIN THE
COMMUNITY: Renovation start date**



PROPOSAL

Trim All Lawn Service, Inc.
 942360 Old Nassauville Road
 Fernandina Beach, FL 32034
 Phone (904) 491-3232

Date	Proposal #
1/28/2019	9247

E-mail Trimalllawn@gmail.com
 Web Site www.TrimAllLawnService.com

Name / Address
Amelia Walk C/o Evergreen Lifestyles Management 10401 Deerwood Park, Suite 2130 Jacksonville, FL 32256

Project Name / Location
85287 Majestic Walk Blvd Fernandina Beach, FL 32034

Description	Total
Irrigation Repair required after inspection: At irrigation controller at the tennis court. Zone #1 through Zone #36: Repair four blowouts at spray heads Replace four spray heads with spray nozzles. Replace eight spray nozzles with screens. Replace fifteen rotor heads with poly risers. Repair one 1/2" pipe break. Cap off eighteen tree bubblers. Need to trouble shoot and locate six valves and decoders.	1,266.50
Valid for (30) days from date of the proposal and subject to availability upon acceptance.	Total \$1,266.50

Accepted: _____

Date: _____

Completed By: _____

Date: _____

SEVENTH ORDER OF BUSINESS

A.

Amelia Walk

Community Development District

Unaudited Financial Statements
as of
February 28, 2019

Board of Supervisors Meeting
March 27, 2019

AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT

BALANCE SHEET

February 28, 2019

	Major Funds			Total Governmental Funds
	General	Debt Service	Capital Projects	
<u>ASSETS:</u>				
Cash	\$87,368	---	---	\$87,368
Assessments Receivable	---	---	---	\$0
Due from Future Bond Issue	\$4,429	---	---	\$4,429
Due from Other Funds	\$3,696	---	---	\$3,696
Investment - Custody US Bank	\$285,189	---	---	\$285,189
Investments:				
<i>Series 2012</i>				
Reserve 2012A-1	---	\$60,861	---	\$60,861
Revenue 2012A-1	---	\$155,091	---	\$155,091
<i>Series 2016</i>				
Reserve 2016A-2	---	\$274,300	---	\$274,300
Revenue 2016A-2	---	\$280,145	---	\$280,145
Prepayment 2016A-2	---	\$60,000	---	\$60,000
Construction	---	---	\$10,428	\$10,428
<i>Series 2018</i>				
Reserve 2018A-3	---	\$360,427	---	\$360,427
Revenue 2018A-3	---	\$222,358	---	\$222,358
Construction	---	---	\$1,927,274	\$1,927,274
<i>Series 2018-Area B</i>				
Reserve 2018A	---	\$559,650	---	\$559,650
Cap Interest 2018A	---	\$372,066	---	\$372,066
Revenue 2018A	---	\$2,212	---	\$2,212
Construction	---	---	\$6,413,947	\$6,413,947
Cost of Issurance	---	---	\$8,629	\$8,629
Deposits-Electric	\$515	---	---	\$515
TOTAL ASSETS	\$381,197	\$2,347,110	\$8,360,278	\$11,088,586
<u>LIABILITIES</u>				
Accounts Payable	\$27,253	---	---	\$27,253
Due to other Funds	---	\$3,696	---	\$3,696
Deposits - Office Lease	\$200	---	---	\$200
TOTAL LIABILITIES	\$27,453	\$3,696	\$0	\$31,149
<u>FUND BALANCES:</u>				
Nonspendable	\$515	---	---	\$515
Restricted for:				
Debt Service	---	\$2,343,414	---	\$2,343,414
Capital Projects	---	---	\$8,360,278	\$8,360,278
Unassigned	\$353,229	---	---	\$353,229
TOTAL FUND BALANCES	\$353,744	\$2,343,414	\$8,360,278	\$11,057,436
TOTAL LIABILITIES AND FUND BALANCES	\$381,197	\$2,347,110	\$8,360,278	\$11,088,586

AMELIA WALK

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 2/28/2019	ACTUAL THRU 2/28/2019	VARIANCE
REVENUES:				
Maintenance Assessments-On Roll (Net)	\$248,140	\$245,962	\$245,962	\$0
Maintenance Assessments-Off Roll	\$400,309	\$272,522	\$272,522	\$0
Interest Income	\$100	\$42	\$113	\$71
Clubhouse Rental Income	\$500	\$208	\$254	\$46
TOTAL REVENUES	\$649,049	\$518,734	\$518,850	\$117
EXPENDITURES:				
ADMINISTRATIVE:				
Supervisor Fees	\$11,000	\$4,583	\$4,200	\$383
FICA Expense	\$842	\$351	\$321	\$29
Engineering Fees	\$15,000	\$6,250	\$450	\$5,800
Assessment Roll Administration	\$5,000	\$5,000	\$5,000	\$0
Dissemination	\$3,500	\$1,458	\$2,058	(\$600)
Trustee Fees	\$16,163	\$6,735	\$0	\$6,735
Arbitrage	\$1,200	\$500	\$0	\$500
Attorney Fees	\$18,000	\$7,500	\$7,445	\$55
Annual Audit	\$3,525	\$1,469	\$0	\$1,469
Management Fees	\$48,600	\$20,250	\$20,250	\$0
Computer Time	\$1,000	\$417	\$417	\$0
Travel & Per Diem	\$1,000	\$417	\$137	\$280
Telephone	\$300	\$125	\$231	(\$106)
Postage	\$600	\$250	\$341	(\$91)
Printing & Binding	\$1,200	\$500	\$1,210	(\$710)
Record Storage	\$0	\$0	\$40	(\$40)
Insurance	\$8,715	\$8,715	\$7,923	\$792
Legal Advertising	\$6,200	\$2,583	\$2,320	\$263
Other Current Charges	\$400	\$167	\$242	(\$76)
Office Supplies	\$200	\$83	\$89	(\$6)
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
TOTAL ADMINISTRATIVE	\$142,620	\$67,527	\$52,851	\$14,676
FIELD:				
Contract Services:				
Landscaping & Fertilization Maintenance	\$122,412	\$51,005	\$33,863	\$17,142
Fountain Maintenance	\$1,500	\$625	\$619	\$6
Lake Maintenance	\$8,995	\$3,748	\$3,500	\$248
Security	\$5,400	\$1,350	\$2,855	(\$1,505)
Refuse	\$2,640	\$1,100	\$1,314	(\$214)
Management Company	\$15,120	\$6,300	\$6,300	\$0
Subtotal Contract Services	\$156,067	\$64,128	\$48,451	\$15,677
Repairs & Maintenance:				
Repairs & Maintenance	\$40,000	\$16,667	\$5,522	\$11,145
Landscaping Extras (Flowers & Mulch)	\$0	\$0	\$7,361	(\$7,361)
Irrigation Repairs	\$2,000	\$833	\$1,422	(\$589)
Subtotal Repairs & Maintenance	\$42,000	\$17,500	\$14,305	\$3,195

AMELIA WALK

COMMUNITY DEVELOPMENT DISTRICT

GENERAL FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2019

	ADOPTED BUDGET	PRORATED BUDGET THRU 2/28/2019	ACTUAL THRU 2/28/2019	VARIANCE
<u>Utilities:</u>				
Electric	\$16,500	\$6,875	\$7,344	(\$469)
Streetlighting	\$14,800	\$6,167	\$5,907	\$260
Water & Wastewater	\$84,162	\$35,068	\$26,977	\$8,090
Subtotal Utilities	\$115,462	\$48,109	\$40,229	\$7,881
<u>Amenity Center:</u>				
Insurance	\$15,859	\$15,859	\$14,417	\$1,442
Pool Maintenance	\$9,360	\$3,900	\$3,900	\$0
Pool Chemicals	\$3,000	\$1,250	\$266	\$985
Pool Permit	\$300	\$125	\$0	\$125
Amenity Attendant	\$35,280	\$14,700	\$14,700	\$0
Cable TV/Internet	\$3,600	\$1,500	\$1,476	\$24
Janitorial Service	\$12,001	\$5,000	\$3,900	\$1,100
Special Events	\$7,500	\$3,125	\$3,004	\$121
Decorations-Holiday	\$1,000	\$1,000	\$1,111	(\$111)
Facility Maintenance (including Fitness Equip)	\$5,000	\$2,083	\$4,381	(\$2,298)
Subtotal Amenity Center	\$92,900	\$48,543	\$47,156	\$1,387
<u>Reserves:</u>				
Capital Reserves	\$100,000	\$41,667	\$0	\$41,667
Subtotal Reserves	\$100,000	\$41,667	\$0	\$41,667
Total Field Expenditures	\$506,429	\$219,947	\$150,140	\$69,807
TOTAL EXPENDITURES	\$649,049	\$287,474	\$202,991	\$84,483
EXCESS REVENUES (EXPENDITURES)	\$0		\$315,859	
FUND BALANCE - Beginning	\$0		\$37,885	
FUND BALANCE - Ending	\$0		\$353,744	

AMELIA WALK
Community Development District

General Fund
Statement of Revenues and Expenditures (Month by Month)
FY 2019

	OCT 2018	NOV 2018	DEC 2018	JAN 2019	FEB 2019	MAR 2019	APR 2019	MAY 2019	JUN 2019	JUL 2019	AUG 2019	SEP 2019	TOTAL
<i>Revenues</i>													
Maintenance Assessments-On Roll (Net)	\$0	\$13,502	\$220,493	\$11,967	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$245,962
Maintenance Assessments-Off Roll	\$0	\$239,667	\$0	\$32,855	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$272,522
Interest Income	\$0	\$3	\$1	\$38	\$71	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$113
Clubhouse Rental Income	\$0	\$0	\$254	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$254
Total Revenues	\$0	\$253,172	\$220,748	\$44,860	\$71	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$518,850
Supervisor Fees	\$1,400	\$800	\$600	\$600	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,200
FICA Expense	\$107	\$61	\$46	\$46	\$61	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$321
Engineering Fees	\$0	\$300	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450
Assessment Roll Administration	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000
Dissemination	\$642	\$292	\$292	\$542	\$292	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,058
Trustee Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Attorney Fees	\$1,925	\$3,167	\$2,353	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,445
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$4,050	\$4,050	\$4,050	\$4,050	\$4,050	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,250
Computer Time	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$417
Travel & Per Diem	\$46	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$46
Telephone	\$55	\$61	\$47	\$33	\$34	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$231
Postage	\$55	\$105	\$94	\$39	\$49	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$341
Printing & Binding	\$365	\$303	\$198	\$116	\$228	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,210
Record Storage	\$10	\$10	\$10	\$10	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40
Insurance	\$7,923	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,923
Legal Advertising	\$923	\$248	\$655	\$248	\$248	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,320
Other Current Charges	\$57	\$58	\$44	\$43	\$40	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$242
Office Supplies	\$32	\$13	\$13	\$15	\$16	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$89
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Total Administrative	\$22,848	\$9,552	\$8,484	\$5,975	\$5,901	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$52,760
FIELD:													
Contract Services:													
Landscaping & Fertilization Maintenance	\$6,707	\$6,707	\$6,707	\$6,871	\$6,871	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,863
Fountain Maintenance	\$0	\$0	\$619	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$619
Lake Maintenance	\$700	\$700	\$700	\$700	\$700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500
Security	\$1,313	\$113	\$113	\$1,315	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,855
Refuse	\$265	\$262	\$262	\$261	\$263	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,314
Management Company	\$1,260	\$1,260	\$1,260	\$1,260	\$1,260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,300
Total Contract Services	\$10,246	\$9,043	\$9,662	\$10,407	\$9,094	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$48,451

AMELIA WALK
Community Development District

General Fund
Statement of Revenues and Expenditures (Month by Month)
FY 2019

	OCT 2018	NOV 2018	DEC 2018	JAN 2019	FEB 2019	MAR 2019	APR 2019	MAY 2019	JUN 2019	JUL 2019	AUG 2019	SEP 2019	TOTAL
Repairs & Maintenance:													
Repairs & Maintenance	\$3,699	\$120	\$700	\$1,002	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,522
Landscaping Extras (Flowers & Mulch)	\$0	\$3,184	\$314	\$1,932	\$1,932	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,361
Irrigation Repairs	\$218	\$438	\$0	\$383	\$383	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,422
Total R&M	\$3,917	\$3,742	\$1,014	\$3,317	\$2,315	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,305
Utilities:													
Electric	\$1,355	\$1,176	\$1,723	\$1,652	\$1,439	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,344
Streetlighting	\$1,179	\$1,179	\$1,179	\$1,181	\$1,189	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,907
Water & Wastewater	\$6,082	\$7,773	\$3,894	\$3,832	\$5,396	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,977
Total Utilities	\$8,616	\$10,128	\$6,797	\$6,666	\$8,023	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40,229
Amenity Center:													
Insurance	\$14,417	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,417
Pool Maintenance	\$780	\$780	\$780	\$780	\$780	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,900
Pool Chemicals	\$177	\$0	\$89	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$266
Pool Permit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Amenity Attendant	\$2,940	\$2,940	\$2,940	\$2,940	\$2,940	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,700
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cable TV/Internet	\$301	\$311	\$309	\$240	\$316	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,476
Janitorial Service	\$780	\$780	\$780	\$780	\$780	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,900
Special Events	\$859	\$937	\$996	\$212	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,004
Decorations-Holiday	\$0	\$1,111	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,111
Facility Maintenance (including Fitness Equip)	\$979	\$1,224	\$1,148	\$946	\$85	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,381
Total Amenity Center	\$21,233	\$8,082	\$7,041	\$5,898	\$4,901	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$47,156
Reserves:													
Capital Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Reserves	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Field Expenses	\$44,011	\$30,995	\$24,513	\$26,287	\$24,333	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,140
Subtotal Operating Expenses	\$66,860	\$40,546	\$32,998	\$32,262	\$30,234	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$202,900
Interfund Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Excess Revenues (Expenditures)	(\$66,860)	\$212,625	\$187,751	\$12,598	(\$30,163)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$315,951

AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2012A-1

DEBT SERVICE FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2019

	ADOPTED BUDGET	PRORATED THRU 2/28/2019	ACTUAL THRU 2/28/2019	VARIANCE
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REVENUES:

Special Assessments	\$122,932	\$119,172	\$119,172	\$0
Interest Income	\$0	\$0	\$996	\$996

TOTAL REVENUES

	\$122,932	\$119,172	\$120,168	\$996
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EXPENDITURES:

Series 2012A-1

Interest - 11/01	\$38,638	\$38,638	\$38,638	\$0
Interest - 5/01	\$38,638	\$0	\$0	\$0
Principal - 5/01	\$45,000	\$0	\$0	\$0
Special Call - 11/01	\$10,000	\$10,000	\$15,000	(\$5,000)

TOTAL EXPENDITURES

	\$132,275	\$48,638	\$53,638	(\$5,000)
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EXCESS REVENUES (EXPENDITURES)

	(\$9,343)		\$66,531	
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FUND BALANCE - Beginning

	\$87,957		\$148,282	
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FUND BALANCE - Ending

	\$78,614		\$214,813	
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AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2016A-2

DEBT SERVICE FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2019

	ADOPTED BUDGET	PRORATED THRU 2/28/2019	ACTUAL THRU 2/28/2019	VARIANCE
<u>REVENUES:</u>				
Special Assessments	\$280,925	\$267,568	\$267,568	\$0
Special Assessments-Prepayments	\$0	\$0	\$98,000	\$98,000
Interest Income	\$0	\$0	\$3,071	\$3,071
TOTAL REVENUES	\$280,925	\$267,568	\$368,639	\$101,071
<u>EXPENDITURES:</u>				
<u>Series 2016A-2</u>				
Interest - 11/01	\$109,350	\$109,350	\$109,350	\$0
Interest - 2/01	\$0	\$0	\$744	(\$744)
Interest - 5/01	\$108,181	\$0	\$0	\$0
Special Call - 11/01	\$55,000	\$55,000	\$100,000	(\$45,000)
Special Call - 2/01	\$0	\$0	\$50,000	(\$50,000)
TOTAL EXPENDITURES	\$272,531	\$164,350	\$260,094	(\$95,744)
EXCESS REVENUES (EXPENDITURES)	\$8,394		\$108,545	
FUND BALANCE - Beginning	\$212,541		\$503,343	
FUND BALANCE - Ending	<u>\$220,935</u>		<u>\$611,888</u>	

AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2018A-3

DEBT SERVICE FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2019

	ADOPTED BUDGET	PRORATED THRU 2/28/2019	ACTUAL THRU 2/28/2019	VARIANCE
<u>REVENUES:</u>				
Special Assessments	\$480,569	\$215,698	\$215,698	\$0
Interest Income	\$0	\$0	\$2,940	\$2,940
TOTAL REVENUES	\$480,569	\$215,698	\$218,638	\$2,940
<u>EXPENDITURES:</u>				
Series 2018A-3				
Interest - 11/01	\$195,237	\$195,237	\$195,237	(\$0)
Interest - 5/01	\$183,034	\$0	\$0	\$0
TOTAL EXPENDITURES	\$378,271	\$195,237	\$195,237	(\$0)
EXCESS REVENUES (EXPENDITURES)	\$102,298		\$23,401	
FUND BALANCE - Beginning	\$196,906		\$559,383	
FUND BALANCE - Ending	<u>\$299,204</u>		<u>\$582,784</u>	

AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2018A-AREA 3B

DEBT SERVICE FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2019

	ADOPTED BUDGET	PRORATED THRU 2/28/2019	ACTUAL THRU 2/28/2019	VARIANCE
<u>REVENUES:</u>				
Special Assessments	\$0	\$0	\$0	\$0
Interest Income	\$0	\$0	\$2,212	\$2,212
TOTAL REVENUES	\$0	\$0	\$2,212	\$2,212
<u>EXPENDITURES:</u>				
Series 2018				
Interest - 11/01	\$0	\$0	\$0	\$0
Interest - 5/01	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
<u>OTHER SOURCES/(USES)</u>				
Bond Proceeds	\$0	\$0	\$931,716	\$931,716
TOTAL OTHER SOURCES AND USES	\$0	\$0	\$931,716	\$931,716
EXCESS REVENUES (EXPENDITURES)	\$0		\$933,929	
FUND BALANCE - Beginning	\$0		\$0	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$933,929</u>	

**AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT
Long Term Debt Report
FY 2019**

Series 2012A-1, Special Assessment Bonds		
Interest Rate;	5.50%	
Maturity Date:	5/1/2037	
Reserve Fund Requirement:	Max Annual Debt Service	
Bonds outstanding - 9/30/2018		\$1,405,000.00
Less:	May 1, 2019 (Mandatory)	\$0.00
Current Bonds Outstanding		\$1,405,000.00

Series 2016A-2, Special Assessment Bonds		
Interest Rate;	4.25%	
Maturity Date:	11/1/2021	\$125,000.00
Interest Rate;	5.50%	
Maturity Date:	11/1/2030	\$725,000.00
Interest Rate;	6.00%	
Maturity Date:	11/1/2047	\$2,920,000.00
Reserve Fund Requirement:	Maximum Annual Debt Assessment	
Less:	November 1, 2018 (Special Call)	(\$100,000.00)
	February 1, 2019 (Special Call)	(\$50,000.00)
Current Bonds Outstanding		\$3,620,000.00

Series 2018A-3, Special Assessment Bond		
Interest Rate;	4.00%	
Maturity Date:	11/1/2024	\$735,000.00
Interest Rate;	4.75%	
Maturity Date:	11/1/2029	\$775,000.00
Interest Rate;	5.25%	
Maturity Date:	11/1/2038	\$1,990,000.00
Interest Rate;	5.375%	
Maturity Date:	11/1/2048	\$3,635,000.00
Reserve Fund Requirement:	75% Maximum Annual Debt Assessment	
Less:	May 1, 2019 (Mandatory)	\$0.00
Current Bonds Outstanding		\$7,135,000.00

Series 2018A Area B, Special Assessment Bond		
Interest Rate;	4.375%	
Maturity Date:	11/1/2024	\$690,000.00
Interest Rate;	4.75%	
Maturity Date:	11/1/2029	\$860,000.00
Interest Rate;	5.25%	
Maturity Date:	11/1/2039	\$2,530,000.00
Interest Rate;	5.375%	
Maturity Date:	11/1/2049	\$4,220,000.00
Reserve Fund Requirement:	100% Maximum Annual Debt Assessment	
Current Bonds Outstanding		\$8,300,000.00

Total Current Bonds Outstanding		\$20,460,000.00
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AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2016A-2

CAPITAL PROJECTS FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2019

	ADOPTED BUDGET	PRORATED THRU 2/28/2019	ACTUAL THRU 2/28/2019	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$0	\$0	\$65	\$65
TOTAL REVENUES	\$0	\$0	\$65	\$65
<u>EXPENDITURES:</u>				
Capital Outlay	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0
EXCESS REVENUES (EXPENDITURES)	\$0		\$65	
FUND BALANCE - Beginning	\$0		\$10,362	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$10,428</u>	

AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2018A-3

CAPITAL PROJECTS FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2019

	ADOPTED BUDGET	PRORATED THRU 2/28/2019	ACTUAL THRU 2/28/2019	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$0	\$0	\$19,759	\$19,759
TOTAL REVENUES	\$0	\$0	\$19,759	\$19,759
<u>EXPENDITURES:</u>				
Capital Outlay	\$0	\$0	\$1,572,215	(\$1,572,215)
TOTAL EXPENDITURES	\$0	\$0	\$1,572,215	(\$1,572,215)
EXCESS REVENUES (EXPENDITURES)	\$0		(\$1,552,456)	
FUND BALANCE - Beginning	\$0		\$3,479,730	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$1,927,274</u>	

AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT
SERIES 2018A-AREA 3B

CAPITAL PROJECTS FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For The Period Ending February 28, 2019

	ADOPTED BUDGET	PRORATED THRU 2/28/2019	ACTUAL THRU 2/28/2019	VARIANCE
<u>REVENUES:</u>				
Interest Income	\$0	\$0	\$15,944	\$15,944
TOTAL REVENUES	\$0	\$0	\$15,944	\$15,944
<u>EXPENDITURES:</u>				
Capital Outlay	\$0	\$0	\$470,170	(\$470,170)
Cost of Issuance	\$0	\$0	\$491,482	(\$491,482)
TOTAL EXPENDITURES	\$0	\$0	\$961,651	(\$961,651)
<u>OTHER SOURCES/(USES)</u>				
Bond Proceeds	\$0	\$0	\$7,368,284	\$7,368,284
TOTAL OTHER SOURCES AND USES	\$0	\$0	\$7,368,284	\$7,368,284
EXCESS REVENUES (EXPENDITURES)	\$0		\$6,422,577	
FUND BALANCE - Beginning	\$0		\$0	
FUND BALANCE - Ending	<u>\$0</u>		<u>\$6,422,577</u>	

Amelia Walk
Community Development District
Series 2016-2 Special Assessment Bonds

1. Recap of Capital Project Fund Activity Through February 28, 2019

Opening Balance in Construction Account		\$3,052,509.87
Source of Funds:	Interest Earned	\$836.11
Use of Funds:		
Disbursements:	Clearing, Grading & Earthwork	(\$568,190.87)
	Roadway	(\$727,841.07)
	Stormwater	(\$303,222.68)
	Water System	(\$262,281.11)
	Sewer System	(\$378,929.54)
	Landscaping, Entry Monuments & Signs	(\$310,733.53)
	Engineering & Permitting	(\$72,695.00)
	Electrical	(\$131,315.29)
	Professional Fees (Contingencies)	(\$37,459.36)
	Cost Of Issuance	(\$250,250.00)
Adjusted Balance in Construction Account at February 28, 2019		<u><u>\$10,427.52</u></u>

2. Funds Available For Construction at February 28, 2019

Book Balance of Construction Fund at February 28, 2019		\$10,427.52
A. A.J. Johns, Inc. - Phase 2		
Contract Amount	\$2,244,928.40	
Paid to Date	<u>(\$2,244,928.40)</u>	
Balance on Contract	<u><u>(\$0.00)</u></u>	<u>\$0.00</u>
B. First Coast Electric, LLC - FPL Conduit Installation		
Contract Amount	\$102,205.00	
Paid to Date	<u>(\$102,205.00)</u>	
Balance on Contract	<u><u>\$0.00</u></u>	<u>\$0.00</u>
Construction Funds available at February 28, 2019		<u><u>\$10,427.53</u></u>

3. Investments - US Bank

February 28, 2019	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	1.50%		\$10,427.52	\$10,427.52
					Contracts/Retainage Payable
					<u>\$0.00</u>
					Balance at 2/28/2019
					<u><u>\$10,427.52</u></u>

Amelia Walk
Community Development District
Series 2018-3 Special Assessment Bonds

1. Recap of Capital Project Fund Activity Through February 28, 2019

Opening Balance in Construction Account		\$6,134,376.41
Source of Funds:	Interest Earned	\$51,008.90
	Developer Proceeds	\$13,352.04
	Interfund Transfer	\$0.00
Use of Funds:		
Disbursements:	Clearing, Grading & Earthwork	(\$1,898,747.64)
	Roadway	(\$645,676.04)
	Stormwater	(\$540,507.91)
	Water System	(\$319,759.33)
	Sewer System	(\$252,755.91)
	Landscaping, Entry Monuments & Signs	(\$31,949.37)
	Engineering & Permitting	(\$121,163.44)
	Electrical	(\$74,469.09)
	Amenity Center Expansion	\$0.00
	Professional Fees/Contingencies	(\$49,466.67)
	Cost Of Issuance	(\$336,968.00)
Adjusted Balance in Construction Account at February 28, 2019		<u><u>\$1,927,273.96</u></u>

2. Funds Available For Construction at February 28, 2019

Book Balance of Construction Fund at February 28, 2019		\$1,927,273.96
A. Earthworks, Amelia Walk Phase 3		
Contract Amount	\$2,815,784.35	
	(\$2,815,784.35)	
Balance on Contract	<u>\$0.00</u>	<u>\$0.00</u>
B. Earthworks, Amelia Walk Phase 4A (29.6%)		
Contract Amount	\$1,656,309.69	
	(\$592,159.99)	
Balance on Contract	<u>\$1,064,149.70</u>	<u>(\$1,064,149.70)</u>
Construction Funds available at February 28, 2019		<u><u>\$863,124.26</u></u>

3. Investments - US Bank

February 28, 2019	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	1.50%		\$1,927,273.96	\$1,927,273.96
			Contracts/Retainage Payable		\$0.00
			Balance at 2/28/2019		<u><u>\$1,927,273.96</u></u>

Amelia Walk
Community Development District
Series 2018A Area B Special Assessment Bonds

1. Recap of Capital Project Fund Activity Through February 28, 2019

Opening Balance in Construction Account		\$7,368,283.85
Source of Funds:	Interest Earned	\$15,943.90
	Developer Proceeds	\$0.00
	Interfund Transfer	\$0.00
Use of Funds:		
Disbursements:	Clearing, Grading & Earthwork	(\$283,941.52)
	Roadway	(\$9,155.64)
	Stormwater	(\$74,214.81)
	Water System	\$0.00
	Sewer System	\$0.00
	Landscaping, Entry Monuments & Signs	\$0.00
	Engineering & Permitting	(\$84,596.70)
	Electrical	\$0.00
	Amenity Center Expansion	\$0.00
	Professional Fees/Contingencies	(\$18,260.99)
	Cost Of Issuance	(\$491,481.50)
Adjusted Balance in Construction Account at February 28, 2019		<u><u>\$6,422,576.59</u></u>

2. Funds Available For Construction at February 28, 2019

Book Balance of Construction Fund at February 28, 2019	\$6,422,576.59
A. Earthworks, Amelia Walk Phase 4B	
Contract Amount	\$3,939,331.16
	(\$248,974.26)
Balance on Contract	<u><u>\$3,690,356.90</u></u>
	<u><u>(\$3,690,356.90)</u></u>
Construction Funds available at February 28, 2019	<u><u>\$2,732,219.69</u></u>

3. Investments - US Bank

February 28, 2019	<u>Type</u>	<u>Yield</u>	<u>Due</u>	<u>Maturity</u>	<u>Principal</u>
Construction Fund:	Overnight	1.50%		\$6,422,576.59	\$6,422,576.59
			Contracts/Retainage Payable		\$0.00
			Balance at 2/28/2019		<u><u>\$6,422,576.59</u></u>

B.

AMELIA WALK
COMMUNITY DEVELOPMENT DISTRICT
Special Assessment Receipts
Fiscal Year 2019

ASSESSMENTS - TAX COLLECTOR						\$248,140.89	\$120,227.73	\$269,938.41	\$638,307.03
						ON ROLL ASSESSMENTS			
						38.87%	18.84%	42.29%	100.00%
DATE	DESCRIPTION	Collection Period	AMOUNT	COMMISSIONS	Net Amount	O&M Portion	DSF Portion	DSF Portion	Total
11/5/2018	Distribution #1	6/1/18-10/31/18	\$805.25	\$16.11	\$789.14	\$306.78	\$148.64	\$333.73	\$789.14
11/20/2018	Distribution #2	11/01/18-11/15/18	\$40,806.16	\$816.12	\$39,990.04	\$15,546.07	\$7,532.29	\$16,911.69	\$39,990.04
11/21/2018	PROP APPRAISER	N/A	\$0.00	\$6,047.00	(\$6,047.00)	(\$2,350.76)	(\$1,138.98)	(\$2,557.26)	(\$6,047.00)
12/6/2018	Distribution #3	11/16/18-11/30/18	\$373,951.84	\$7,479.04	\$366,472.80	\$142,465.75	\$69,026.65	\$154,980.41	\$366,472.80
12/20/2018	Distribution #4	12/1/18-12/15/18	\$204,809.94	\$4,096.19	\$200,713.75	\$78,027.17	\$37,805.25	\$84,881.33	\$200,713.75
1/7/2019	Distribution #5	12/16/18-12/31/18	\$19,585.62	\$391.72	\$19,193.90	\$7,461.60	\$3,615.25	\$8,117.05	\$19,193.90
2/5/2019	Distribution #6	1/1/19-1/31/19	\$11,825.88	\$236.51	\$11,589.37	\$4,505.35	\$2,182.91	\$4,901.11	\$11,589.37
TOTAL			\$651,784.69	\$19,082.69	\$632,702.00	\$245,961.94	\$119,172.00	\$267,568.06	\$632,702.00

Assessed on Roll:

	GROSS AMOUNT ASSESSED	PERCENTAGE	ASSESSMENTS COLLECTED	ASSESSMENTS TRANSFERRED	AMOUNT TO BE TFR.
O & M	\$248,140.89	38.87%	\$245,961.94	(\$248,312.69)	(\$2,350.75)
DEBT SERVICE-12	\$120,227.73	18.84%	\$119,172.00	(\$119,172.00)	\$0.00
DEBT SERVICE-16	\$269,938.41	42.29%	\$267,568.06	(\$267,568.06)	\$0.00
TOTAL	\$638,307.03	100.00%	\$632,702.00	(\$635,052.75)	(\$2,350.75)

Balance Remaining to Collect	\$5,605.03
Gross Collected	99%

TRANSFERS FROM DEBT SERVICE:		
DATE	CHECK #	AMOUNT
11/13/2018	TXFER	\$306.77
11/20/2018	TXFER	\$15,546.06
12/6/2018	TXFER	\$142,465.74
12/20/2018	TXFER	\$78,027.17
1/7/2019	TXFER	\$7,461.60
2/5/2019	TXFER	\$4,505.35
TOTAL		\$248,312.69
Amount due:		(\$2,350.75)

C.

Amelia Walk Community Development District

Check Run Summary

March 27, 2019

<i>Date</i>	<i>Check Numbers</i>	<i>Amount</i>
2/27/2019	2588-2597	\$11,151.47
3/15/2019	2598-2607	\$23,036.75
Total		<u><u>\$34,188.22</u></u>

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/27/19	00188	12/26/18	54654	201812	320	57200	62000			*	200.00		
			DEC 18						PLUMBING SERVICE				
		1/31/19	55972	201901	320	57200	62000			*	457.00		
			JAN 19						PLUMBING SERVICE				
									BOB'S BACKFLOW & PLUMBING SERVICES			657.00	002588
2/27/19	00156	2/21/19	0808-022	201903	320	57200	41050			*	306.23		
			MAR 19						CABLE/INTERNET				
									COMCAST			306.23	002589
2/27/19	00027	2/11/19	M21025	201901	320	57200	46400			*	780.00		
			JAN 19						POOL SERVICE				
									CRYSTAL CLEAN POOL SERVICE, INC			780.00	002590
2/27/19	00102	1/31/19	AWCDD011	201901	320	57200	49400			*	212.35		
			JAN 19						SPECIAL EVENTS				
		1/31/19	AWCDD011	201901	320	57200	62000			*	44.88		
			JAN 19						REPAIRS/MAINT				
		1/31/19	AWCDD011	201901	320	57200	52000			*	760.79		
			JAN 19						SUPPLIES				
		1/31/19	AWCDD011	201901	320	57200	34700			*	4,200.00		
			JAN 19						AMENITY ATTENDANT				
									EVERGREEN LIFESTYLES MANAGEMENT, LLC			5,218.02	002591
2/27/19	00003	2/19/19	64655473	201902	310	51300	42000			*	34.30		
									DELIVERIES THRU 2/19/19				
									FEDEX			34.30	002592
2/27/19	00021	2/13/19	84322-19	201902	300	15100	10100			*	240.00		
									DEPOSIT NUMBER 2632536				
		2/18/19	02182019	201902	320	57200	43000			*	1,438.71		
									FEB 19 - ELECTRIC SERVICE				
		2/18/19	02182019	201902	320	57200	43001			*	1,188.61		
									FEB 19 - ELECTRIC SERVICE				
									FPL			2,867.32	002593
2/27/19	00093	2/01/19	412328	201902	310	51300	60200			*	700.00		
									FEB 19 - WATER MANAGEMENT				
									THE LAKE DOCTORS INC			700.00	002594
2/27/19	00177	2/07/19	33554314	201902	320	57200	34000			*	85.00		
									PEST CONTROL				
									NADER'S PEST RAIDERS			85.00	002595
2/27/19	00070	2/22/19	490965	201902	310	51300	48000			*	247.60		
									NOTICE OF MEETING DATES				
									NEWS LEADER			247.60	002596

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
2/27/19	00028	2/16/19	0687-000	201903	320	57200	43300		REFUSE SERVICE	*	256.00		
			MARCH 19						REPUBLIC SERVICES #687			256.00	002597
3/15/19	00158	12/11/18	12112018	201812	310	51300	40000		TRIP REIMBURSEMENT	*	45.39		
		12/16/18	12162018	201812	310	51300	40000		TRIP REIMBURSEMENT	*	45.84		
									ROSE S BOCK			91.23	002598
3/15/19	00027	3/07/19	S21271	201903	320	57200	62000		REPLACE DRAIN CRANK HANDL	*	341.67		
		3/12/19	M21284	201902	320	57200	46400		FEB 19 - POOL SERVICE	*	780.00		
									CRYSTAL CLEAN POOL SERVICE, INC			1,121.67	002599
3/15/19	00001	3/01/19	238	201903	310	51300	34000		MAR 19 - MGMT FEES	*	4,050.00		
		3/01/19	238	201903	310	51300	35100		MAR 19 - COMPUTER TIME	*	83.33		
		3/01/19	238	201903	310	51300	31200		MAR 19 - DISSEMINATION	*	291.67		
		3/01/19	238	201903	310	51300	51000		MAR 19 - OFFICE SUPPLIES	*	21.67		
		3/01/19	238	201903	310	51300	42000		MAR 19 - POSTAGE	*	16.84		
		3/01/19	238	201903	310	51300	42500		MAR 19 - COPIES	*	112.80		
		3/01/19	238	201903	310	51300	41000		MAR 19 - TELEPHONE	*	28.47		
									GOVERNMENTAL MANAGEMENT SERVICES			4,604.78	002600
3/15/19	00008	1/31/19	105910	201901	310	51300	31500		JAN 19 - ATTORNEY FEES	*	1,254.70		
									HOPPING GREEN & SAMS			1,254.70	002601
3/15/19	00036	2/26/19	31240504	201902	320	57200	43100		FEB 19 - WATER/SEWER	*	2,220.41		
									JEA			2,220.41	002602
3/15/19	00183	3/07/19	03072019	201903	320	57200	62000		REMOVE/RELOCATE AT&T LINE	*	365.00		
									JENNIFER ERICKSON			365.00	002603
3/15/19	00133	3/01/19	5650	201903	320	57200	34200		MAR 19 - JANITORIAL SVC	*	780.00		
									MARTEX SERVICES LANDSCAPE MANAGEMEN			780.00	002604

AWLK -AMELIA WALK - SROSINA

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
3/15/19	00070	3/14/19 495392	201903 310-51300-48000	NOTICE OF MEETING DATES NEWS LEADER	*	247.60	247.60 002605
3/15/19	00187	3/01/19 41376	201903 320-57200-46200	MAR 19 - LANDSCAPE MAINT	*	9,186.06	
		3/04/19 41443	201902 320-57200-46202	IRRIGATION REPAIRS TRIM ALL LAWN SERVICE, INC.	*	915.30	10,101.36 002606
3/15/19	00189	2/22/19 1204	201902 310-51300-35101	WEB DESIGN/COMPLIANCE VGLOBALTECH	*	2,250.00	2,250.00 002607
TOTAL FOR BANK A						34,188.22	
TOTAL FOR REGISTER						34,188.22	