

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 Wednesday, March 27, 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
Craig Brewis	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

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of the Minutes of the February 19, 2019 Meeting**

There were no comments on the minutes.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor the Minutes of the February 19, 2019 meeting were approved.
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**FOURTH ORDER OF BUSINESS****Consideration of Proposal from Micamy Design Studio for Interior Design and FF&E Services**

Mr. Kern stated as we've been talking about in previous months we had budgeted in the supplemental report for the amenity center renovations so we've been working with the architects. Basham & Lucas finished the plans and the RFP went out two weeks ago so I've provided the bid manual, which was used in the RFP, and then the actual form of agreement, which our District Counsel drafted for us. We invited half a dozen contractors to give us proposals for the plans and we had a mandatory pre-bid meeting where we had three contractors attend. Included in the items are summaries of the proposals received two weeks ago. Only two of the contractors submitted, Rawlings Construction and Marand. The price for Rawlings was \$363,312 and Marand came in at \$298,531. The renovation includes the fitness center expansion so the wall that currently exists in the middle of the fitness center will be removed and there will be all new flooring and painting. The equipment would come at a later date and is not included in this scope. There are also renovations to the bathrooms on the other side of the facility and this side gets a full facelift, as well as an extended porch on the exterior. There are some repairs planned for the pool deck area where there are some walls deteriorating and other things we've identified that the facility needs. The other item of significance to note is the schedule. Rawlings proposal was a 120-day schedule from notice to proceed and subject to county permitting. Marand under the same terms was a 45-day schedule. In the summaries I created four categories of ranking; price, price reasonableness, schedule, and schedule reasonableness, which is common with the rankings we've used on site contracts and at another district for vertical construction type scope of work. Price is a heavy weighted item with 60 points out of 100 and price reasonableness is at 10 points. Schedule is at 20 points, and schedule reasonableness is at 10 points. The price and the schedule are based on a hard formula. If you are the fastest schedule, you get full points; if you're the lowest price, you get full points. I gave 10 points on price and schedule reasonableness for Rawlings because I had no reason to doubt that. On Marand I deducted one point on the price reasonableness just based on them being lower by a good percentage. With that and on schedule reasonableness I deducted 5 points because it seems like a very aggressive schedule, although we wanted an aggressive schedule frankly because we want the amenities to be complete as quickly as

possible. Even with the point deductions the price delta and the schedule delta still puts Marand in a significant lead with a total score of 94, compared to Rawlings at a total score of 76.8 so my suggested ranking puts Marand at number one and my recommendation would be that we award the contract to Marand Construction.

Mr. Lewis asked does the Marand cost include all of the permitting from the county; the duration and the cost?

Mr. Kern stated the duration is subject to the permitting because there is no exact way to tell how long the County is going to take. It is stipulated in their proposal that it's from NTP but again; it's subject to the permitting process. There are things we talked about at the pre-bid meeting that we could do to get started early. We've taken on some of that working with Jen Erickson to go ahead and start the process so we're ready as soon as we award this contract. You'll also notice in the bid manual that upon award the contractor is agreeable to executing within two days and mobilizing and starting within three days of execution.

Mr. Lewis asked do you know who is going to be monitoring and following up on the schedule they are laying out to do this work?

Mr. Kern stated typically with a lot of District projects a designee or myself would do it. I've been the designee for many of the projects in this district.

Mr. Lewis asked do we have any experience with Marand in the past, good or bad?

Mr. Kern stated I personally don't. I know of them.

Mr. Taylor stated I have not either but they are qualified GCs and are licensed in the State of Florida.

Mr. Brewis stated this \$298K from Marand; you said it's the fitness area, the pool deck and this clubhouse. Is it including the pool repair or is that separate?

Mr. Kern stated nothing to the actual pool itself, although there are items related to the pool, for instance, one of the items in that contract would be to add access control to the gates on either side of the pool entry. Another item would be the walls that have some deterioration where the bricks are falling off and cracking. If you recall from a previous meeting the supplemental report budgeted about \$400,000 for amenity renovations. In this effort the Marand contract coming in just under \$300,000. After we get under contract we can look at the scope of work. The next portion of this that I expected in the budget number would go to cover the potential pool repairs that have been discussed in meetings past as well. I've had a pool

contractor come out and I think Jen may be working with some as well. I expect to have pricing back this week. He did an assessment of our pool to determine what it may need and how much life it may have. There are basically two avenues that this goes and it's either complete resurfacing of the pool or taking care of the visual staining and chipping and do services to the pumps. That will be brought to the board when we have those options so that will be a decision we need to make.

Mr. Brewis asked does it include purchasing new gym equipment or are we going to be leasing gym equipment?

Mr. Kern stated the equipment is not included in this and that's common with a general contractor's scope of work. They usually don't provide the equipment itself. What we've done in other districts and what I would probably end up proposing is that we do a lease agreement for the equipment.

Mr. Lewis stated there's a concern in the community about the closure of the pool and the loss of the fitness center. We're approaching the time of year when everyone wants to use the pool, my wife and I included. Losing it for the better part of the summer is not an attractive thing. Is there something that could be done to move ahead with renovation of all of the other items but delay the renovation on the pool until cooler weather?

Mr. Kern stated I explored that with the GCs during the pre-bid meeting. Keep in mind the scope of work for the pool has not been identified 100% and it's not part of what we're going to look for approval of today so to answer your question, yes we could delay it and say we're not going to do anything with the pool for now. What I would caution is there will still be closure of the pool whether or not we're working on the pool or not. The whole facility will be under renovation so we can't just keep the pool open. You have to maintain the fencing for the pool enclosure, you have to maintain access, which is part of the access control system that's being worked on, you have to allow for ADA access, which is currently the front door, those walls that are being worked on and that ramp over there is the additional ADA access so if those items aren't available the pool can't be open. Even the fall protection coming across here, if we take that railing out we can't have folks up on the deck because we're liable now for those kinds of items. I would also caution that it's an opportunity while we know we are going to have closures to go ahead and coordinate the two together because the pool scope is not as long of a duration so if we could have the whole facility turned over at once and

complete renovated then we don't have to deal with additional closures. The other thing to caution is if the pool needs to be addressed I'd hate to delay it any longer and that will be part of the assessment I hope to have this week. If it needs to be fixed and we neglect to do that there's a potential we take additional cost down the road. If we run into a leak at some point because we elected not to do it over the summer, now the pool has to be closed and it could cost a significant amount of money. That's just my two cents on it. The pool is about ten years old and we expected it would need this level of maintenance.

Mr. Brewis asked didn't we have a small leak that cost a significant amount of money with water usage?

Mr. Kern stated I understand yes, at some point we did have a leak. I've had those things cost \$15,000 or more.

Ms. Erickson stated there was a small crack in the valve in the pool that wasn't detected by pool maintenance or inspections.

Mr. Kern stated Mike I certainly appreciate the concern. It's a nice amenity that we want available and certainly in to the summer months. It's just an opportune moment that if the pool needs to be addressed my recommendation would be to go ahead and do it all at once. The ultimate goal here is to have a completely renovated facility.

Mr. Lewis stated I would recommend we close the amenity center and the pool at the same time and get it all done.

Mr. Kern stated I will also add that every contractor during the pre-bid meeting when I expressed an interest to keep a portion open to maintain access all cautioned it would absolutely extend the duration of the project, because you're having to section off work but it would also drive your cost up significantly. With all that said, I think certainly throughout the process if I'm managing it we would look for the opportunities to accelerate the schedule but also make things available as soon as we can.

Included in the agenda package is a proposal for FF&E; that's fixtures, furniture and equipment. Typically what happens during a new construction build is we hire an architect, the architect provides the design and construction drawings and part of that is interior design drawings so the interior design drawings are usually subcontracted out by the architect to an interior designer. They will give you flooring selections, paint selections, light fixtures and those kinds of things so that has been done in this case too. Basham & Lucas is our architect

that we engaged and they engaged Micamy Design Studio to do their interior design. Those interior design plans are included in the scope of work and the plans that we're proposing to award to Marand. Subsequent of that, what is not included in those plans is providing furniture so any pool deck furniture, patio furniture and decorations is included in this proposal. What is included in the proposal is the design work so they will lay it out and say you can get 100 lounge chairs on your pool deck and ten tables and they write it all out for you so that's part of this scope. What that really kicks off is the procurement and installment of the material and fixtures themselves. The numbers they've provided are allowances if you will so the estimation is based on square footage and how much we can expect in their experiences but you will notice it is subject to final approval of the board so again, that would be a designee that is designated to manage that agreement. This total puts you at \$105,265. I like to look at it as a top end estimate and we work our way down from there. In my experience these interior designers want the place to look the best it possibly can and that chair might cost \$600, where a chair that is \$400 is probably just as fine but we will work through that, this is just a placeholder. To go back to the overall contemplated budget of \$105,000 estimate on here and the \$298,000 on Marand's it's tight so we will have to manage it accordingly but my recommendation would be to move forward with this proposal. The other item to keep in mind is timing. Procuring this material takes time. If we expect to have a 45-day schedule from Marand, again from NTP subject to permitting, let's say 60-70 days, that's already tight for being able to order furniture and have it here by the time the amenities are renovated and open. We currently have an interest in having it furnished by the time we're ready to open.

Ms. Paula Robinson, 85062 Williston Court, asked in that figure, are gas grills included?

Mr. Kern stated no ma'am.

Ms. Robinson asked are we going to have gas grills?

Mr. Kern stated it's not currently being contemplated.

<p>On MOTION by Mr. Kern seconded by Mr. Taylor with all in favor ranking Marand Construction number one and awarding the contract for renovating the amenity facilities to Marand Construction was approved.</p>
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On MOTION by Mr. Kern seconded by Mr. Taylor with all in favor the proposal from Micamy Design Studio for interior design and FF&E services in an amount not to exceed \$105,265 was approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being none, the next item followed.

**B. District Engineer**

Mr. McCranie stated I have two requisitions and a spreadsheet to describe how it's broken out and where we are in the process. Requisition numbers 8 and 34 are for pay application number six for Earthworks for a total of \$627,661.74. Number eight is for phase 4B and number 34 is for phase 4A. 4A is 70.4 percent and phase 4B is 29.6 percent so requisition number eight is for \$184,787.87 and requisiton number 34 is for \$441,873.87.

Mr. Kern stated it might be helpful for the newer members of the board to explain that split.

Mr. McCranie stated we have pools of money to work from based off of bond funds. We have a series 2018 assessment area 3B and we have a series 2018A. The series 2018A included phase three of construction and phase 4A of construction. Assessment area 3B is for construction phase 4B and construction phase 5. We're building phase four but I have to separate them and we separated them by percentage.

Mr. Kern stated it's all under one contract.

Mr. McCranie stated we ended up saving money because we were doing 4A and 4B at the same time but I still have to allocate certain money to each bond fund.

Mr. Taylor asked in your opinion as engineer are they still on schedule for 4B?

Mr. McCranie stated it seems like they're on schedule. Liam has a more accurate undesrtanding of where we are on schedule.

On MOTION by Mr. Taylor seconded by Mr. Kern with all in favor requisition numbers 8 and 34 were approved.

**C. District Manager**

There being none, the next item followed.

**D. Community Manager - Report**

Ms. Erickson stated as you know I've gotten almost everything complete for the renovations here. I have the last bit of things that are being donated being picked up this afternoon so everything will be cleared and ready to go when you guys are set. I got the AT&T and Comcast posts that were all different sizes cut down to one level and they are installed properly.

Ms. Bock asked are those the orange things? I drove through and saw them.

Ms. Erickson stated yes unfortunately they have the right to come in and put them and you might have different people putting them in so they might put them in at different heights and they were unsightly. We tried to get them to come in and they declined because they stated it was within their right to do so but they did allow us to have them cut down at our expense so we're done with that.

There are a lot of maintenance items that I'm currently working on. I'm working on repair versus removal of the monuments and I will have that for you at the April meeting. I'll forward the pool renovation information as soon as I get that back from Rick Arsenault and Crystal Clean pools.

Mr. Kern asked so they will give us proposals for complete resurfacing versus repair?

Ms. Erickson stated correct and they will give us the lifespan if we do the repairs.

Mr. Taylor asked and they're both looking at the same scope of services?

Ms. Erickson stated yes.

Mr. Kern stated with the current pool maintenance contract are we contracted for a certain amount of time?

Ms. Erickson stated it automatically renews every year and we give them a 30-day termination clause. We're not happy with the people they're sending out now. Before they were sending out certified technicians this younger guy is missing things.

Mr. Kern stated that's part of what I was noticing and I know we're coming out of the lower usage season so the maintenance picks up now. The company that I had spoken with expressed an interest in providing a proposal for maintenance and it might be worth putting that back out.



Ms. Erickson stated for the 2020 budget that I start proposing in April will have new pool companies and we will have several to choose from. Some of the areas that you're seeing the hard water stains is because with the upcoming renovations we held off on having it cleaned instead of spending a large amount of money for a period it's not going to be used.

Mr. Kern stated it's more the way the maintenance system itself is maintained that's worrisome. I think sometimes it's good to put it back out on the streets every once in a while.

Ms. Erickson stated they did replace the box on the outside in July or August of 2018 but we did have people jumped the fence and that's the cause of the current state that it's in right now because they don't want to replace it again.

Mr. Kern stated we will work together and get some proposals for maintenance.

Mr. Taylor asked is the video working?

Ms. Erickson stated it is. Unfortunately they didn't come in from the door so you can see the three teens but I did not recognize them as resident kids and there were no cars that came through the entrance area so I'm assuming they came from another neighborhood and walked in. It's not permanently broken it's just the things that hold it together are really loose.

There are no upcoming events. The only concerns that have already been spoken about are the renovation timeframes. I've let people know part of the reason is it's hard to separate sections to have parts of the facilities available. On page three there is a Trim All proposal for \$1,266.50. The construction up front caused some damage. That is not included in this so they are sending another invoice for that, that we have to bill back to the developer.

Mr. Kern asked construction being the construction of the new community up front?

Ms. Erickson stated yes. They hit a water main that handled all of our irrigation and caused a lot of irrigation problems so they had to have some extra workers come out for that. We will be billed and it will specifically state the cause behind that. This here is only items that were not originally assessed during the initial inspection. We have a two-wire system which is unfortunate to most irrigation companies because it's complex. Once they're installed the only way to uninstall them is to tear out the whole system and replace them, which is extremely costly so that's why we have these repairs. This is to remove things like the oak tree bubblers, which are no longer needed. Our oak trees are mature so this will save on water and inspection time. They've already done the work to troubleshoot and locate the valves and the decoders on that because that was a necessity to get the system to run correctly. At this time there are 15

rotor heads, eight spray nozzles and four springs that were not functioning properly so this includes all of the scope of work as well as the man hours.

Mr. Taylor stated I looked back at the last minutes and it was approved at the last board meeting.

Ms. Erickson stated no this is another proposal. The amounts were about the same but I'll double check.

Mr. Kern asked is this for the amenity center?

Ms. Erickson stated it's from where the double ponds are up to the soccer field. There is a decoder reprogrammer for the two-wire system, it's \$1,600 and I'm waiting for them to put that in writing for us. That would kick off the man hours of the \$95 an hour to have someone come out and code it. It's a two-man team so we're spending an exorbant amount to have them code or recode these things as they're needed.

Mr. Kern stated the only reason I ask is because as expected we're going to have irrigation work around the facility so I'd hate to spend money on a new head in case we might be removing it but if it's not in this vicinity then I would do it I would just notify them that we might expect them to coordiante some with our GC in that they can locate where the controllers are.

Mr. Taylor stated I'd like to nominate Supervisor Kern to make sure this proposal is not the same as what we approved at the last meeting.

Mr. Laughlin stated I'll also check.

On MOTION by Mr. Taylor seconded by Ms. Bock with all in favor a proposal from Trim All for repairs to the irrigation system in the amount of \$1,266.50 was approved subject to staff and Supervisor Kern researching whether previous approval of the same proposal was executed and ensuring the irrigation repairs do not fall within the area going under construction.

**SIXTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

Mr. Lewis stated I noticed that now that they took the construction barrier off the edge of the soccer field soccer balls are free to roll into the neighboring pond. I think with the children that are going to be in this area in the coming weeks and months without any kind of barrier children could wander right in to the pond so my concern is we need to do something to

keep that from happening. I'm thinking a fence and that's what I'd like to recommend for the entire length of the soccer field.

A resident stated I feel it should be the responsibility of the Village Walk. That was part of the plans that were approved initially so that is their responsibility, not ours.

Mr. Kern stated we actually talked about that when this development started and we had coordinated with the developer and requested that they do a fence. There was a detail that was provided that matches the community. I believe they had committed to that. I think that's in the works but I'm happy to revisit it with the developer to get the timing of it.

Ms. Erickson stated I did speak to the foreman because the black mesh is gone and they are planning on installing that.

Mr. Kern stated yeah they will be required to do that until the site is stabilized but we're expecting a more permanent aesthetically pleasing fence.

Dan, could you remind me where we left off with the parking exercise.

Mr. McCranie stated yes I believe I'm supposed to clean it up and get it to you so I will make sure I clean that up and get it to you.

Mr. Kern stated I was going to take that final revised version back and try to work with the HOA to revise some of our declarations and covenants to try to get some enforcement on the parking.

Mr. Lewis stated to add to that I was thinking about this the last couple of weeks and I realized I don't remember seeing anything restricting parking in front of fire hydrants and I think if we're going to implement keep out zones around intersections we also need to do something about blocking fire hydrants.

Mr. McCranie stated I'll add that to it.

Ms. Bock stated if you could get that to Daniel beforehand so we could get it in the package and we can all review it before the next meeting.

Mr. Taylor stated I would like to add backup on the expense on page two of the general fund, landscape extras, flowers and mulch. It looks like we spent \$7,300. Was that to Martex or Trim All?

Mr. Laughlin stated I'll look into that.

Mr. Brewis stated since this is all going to be gone in the next couple of days, where are we having the next meeting?

Mr. Laughlin stated I'll look into it. Amelia Concourse is next door but I'm not sure if they will allow us to use it. If not we'd have to look into a public rental space in Nassau County.

Mr. Brewis stated or North Hampton.

Mr. Taylor stated yeah North Hampton, or a library nearby.

Mr. Laughlin stated Heron Isles meets just over the bridge.

Mr. Taylor asked so you will send it out to the Board and make it public?

Mr. Laughlin stated yes.

Mr. Brewis stated as far as the proposal work that is being done and the closure of the pool, when are we going to know for sure that all of this is going to happen?

Mr. Kern stated well we awarded the contract today so the next step is going to be noticing the contractor and final negotiations of the contract itself, which again, I included the form of agreement with the bid manual so they've already had a chance to look at it, but it does require them to execute within two days of being noticed and then mobilize and begin work within three days of execution.

Mr. Brewis stated which involves the County and the permitting.

Mr. Kern stated yes the architect is preparing the final permit set of plans. These plans are typically bid sets, and then there's a set that goes to the County so he will have those prepared by the time the contract is executed so that he can immediately take them and submit to the County. There is work that can start prior to permit so that's what we intend to get a jump-start on. He has a 45-day schedule in there but I always caution taking that to the grave because as we all know things can and will change but we will manage that process as it comes along. I think it's more realistic to go ahead and assume with permitting and everything that we are closer to a 60-day timeframe assuming everything goes smoothly.

### **Audience Comments**

Mr. Paul Geiger, 85493 Berryessa Way, stated last month I was here and had a concern about the concrete dump that is across my street. I sent Mike an email and nothing has been done, except they've added a dumpster across the street. I now have concrete trucks that park in front of my driveway and rinse off. I've talked to the supervisor out there and he said you may not like it but there's nothing you can do about it. I'm at the point of parking my cars up

the street just to keep the mud off. I need something done because it's starting to feel like harassment now.

Mr. Taylor stated yes you did bring it to our attention at the last board meeting. It's an unfortunate situation because they have to be on the exit lane of the community because when they leave the community they dump their concrete. We will look at the dumpster. I'm not sure what they're using the dumpster for and if it's for concrete pieces or not but typically the wash out is outward bound at the other entry and they've already started framing homes over there. It's not an easy answer.

Mr. Geiger stated yes but you don't wash concrete trucks in front of somebody's driveway. Where's the consideration for the people that do live there because it sure doesn't seem like there's any there when I get told you just can't do anything about it. That seems to be a lot of what's going on around here with this builder. The only people that have shown consideration have been him and his company who have actually followed through when they felt there was a mistake made. It's very upsetting to see they just throw their nose in your face.

Mr. Kern stated I would suggest we contact the builder again to see if we can coordinate and get some consideration. They shouldn't be washing out in front of your house. The location of the concrete washout is probably what's open for discussion that we can work with them on.

Mr. O'Reilly stated full disclosure, Mike asked me to contact the builder and I did not contact that builder after the last meeting so I will take the fall for that one. I am working with that builder on a few other things and the future phase so he's asked for some favors for us so I will certainly say let's look at the site plan and see if we can find another lot that is out of residents' way.

Mr. Taylor stated we're here to represent you guys and we do have a builder that's gone through some transition so it's a matter of communicating to them and getting them to hear our concerns.

Mr. O'Reilly stated honestly it just slipped through the cracks but I will communicate with them again and see what we can do.

Mr. Price, 85037 Cherry Creek Drive stated as an engineer that has done contract work for 30 years, contractors always want to have free reign and get everybody out of their way to do their work. Unfortunately this is the real world and you have to do things properly. Looking

at your schedule interior work is the longest lasting and if you schedule things properly where the outside work is done in a shorter window you dedicate maybe a 30-day window to complete all of the outside work and then the other 90 days would be spent working on the interior work and expansion of the patio. That would be the minimal amount of disruption to the residents using the pool and would still give the contractor free reign. They make this really nice barricade that's yellow and red and you can keep people from going places with it. I think we can make it work where we don't lose the pool for the whole summer and we can still get the work done in a reasonable timeframe. If you need any help with contractors, like I said I've been doing it for 30 years. The second item is I thought I heard somebody say that the design of the facility is not complete. Who approves the design and has the design been published for us to be able to see it so we know what we're getting? Was there any resident participation in the design or design approval?

Mr. Taylor stated we've got copies of the design here for everybody to look at it. It's not been published and we did not get input from any of the residents.

Mr. Kern stated we did a survey on the amenity programming that was for consideration of the renovation.

Mr. Price stated maybe in the future consider giving residents an opportunity and have the drawings laid out at one of the meetings for additional comments. It might be useful and you might get a better design out of it in the end. You've got a lot of brainpower with people living in this subdivision. In my experience with working with GreenPointe a lot of good changes came out of community involvement.

The next item I have is the comment that we had pictures of the people that jumped the fence and broke the box but we don't know who they were. Facebook is a wonderful thing if you put people's pictures out there to find out who they are. I would suggest if we have photographs of the people who vandalized our facility and we want to know who they are that we take advantage of Facebook to do that. There is an unofficial Facebook site for our subdivision and it could be used for that purpose.

My final comment is relative to Village Walk. I was part of the committee that worked with GreenPointe. They went through proposals for that land. The first two or three were basically stomped into the ground because they were horrible. When they came up with the idea of Village Walk there were a number of residents that worked with them to come up with

a better solution and to answer the needs of the residents of Amelia Walk at the time. One of them was a requirement for a fence to be put up because of concerns about our amenity center being used by them. I drove by their amenity center today and the whole building could fit in this room and still have room left over so we have a much better amenity center than they're going to have and our pool is three times as big as theirs is going to be. We're going to have some issues so fencing would help. It is on them and it's in their plans that we the residents basically approved and were taking to the County for final approval so you guys need to dredge those drawings out. There's also a series of other things that were included on those drawings such as additional markers at the edge of the ball field delineating that this starts Amelia Walk at the edge of the ball field. I suspect you guys know some of the board members on their CDD.

Mr. Kern stated it's all very well detailed in their plans. As you can see they are not quite done so for me it's a follow up to get the timing of it. They have a lot of things, they have landscape buffers, fencing details and all kinds of stuff that we're very particular on making sure we want those buffers and we want some separation so we will continue to follow up with them and make sure they are holding up their end.

Mr. Robert Sonnati, 85204 Champlain Drive stated I have a question about the heavy trucks going through the neighborhood. Why aren't they using the service road? I thought that's why it was built. Maybe somebody can help me understand why we're allowing heavy trucks to go on this road, which eventually we're going to have to repair.

Mr. Taylor stated we opened that road up for phases four and five that we discussed. It's intended for all that heavy traffic to go down that service road. We keep informing the contractors to do that it's just continually communicating that to them. A lot of times when they come to the job site if it's a new driver that might be part of it, I'm not sure, but we will put out another notice to the contractors.

Mr. O'Reilly stated also, for clarification, that's for the site contractor who's building the future phase. The homebuilder may also have heavy trucks whether it's tresses and dump trucks and stuff, but that heavy traffic would not use the haul road. They would come through the community.

Mr. Sonnati asked what section is that again?

Mr. O'Reilly phases three, four and five which all the new area where you don't see any houses. There are heavy trucks that would use the haul road to get back there but any construction traffic that are building homes in phase two, those trucks would use this road so if there's a dump truck that's using this internal road it's most likely going to one of the homes, not the land development activities.

Mr. Lewis stated I also live on Champlain Drive and I can comment that haul road is being used quite often. We see lots of traffic going behind the house anywhere from three or four to a dozen vehicles a day.

Ms. Janet Clark, 85235 Champlain stated street parking on our road has become a problem and it's a safety concern. I know Jen has addressed it to homeowners and they're not paying attention. Especially this one vehicle that continues to park on the curb there and it's becoming a safety issue as well as a factor when paramedics and ambulances have to come through. My mom was choking and the paramedics could not get through. They had to wait an blare on the home for them to move their vehicle and this particular individual says that he has permission by the homeowners and the sheriff's office to park there to prevent speeders on our street and I don't think that's fair.

Mr. Kern stated there's a parking plan that Dan is working on so we're working on the whole neighborhood holistically to put a plan in place. It won't be the CDD, but the CDD engineer is working on a plan and then the HOA will adopt a set of guidelines that will be more enforceable.

Ms. Clark stated my other concern is that we follow the guidelines of the HOA, at least my family does and there are a lot of residents putting their trash cans out in their driveway by their garage door when they should be inside and it's just not attractive. If we're following it, why aren't they?

Mr. Laughlin stated that is the HOA; the CDD is a separate entity so we don't have any authority.

Ms. Erickson stated there are a lot of letters that go out about misplaced trash.

Ms. Barbara Cooney, 85220 Champlain, stated I've lived here over a year. I live next to an easement and we keep getting promised that we're going to get sod, or grass or Bahia or something on it. My next-door neighbor's fence is actually falling into the lake because it's eroding around his post. I don't know if it's the CDD or HOA but they do mow it every once



and while but it looks very unsightly and you see it before you even see my house so it looks like I'm not taking care of my yard. I drove down another road on the cul-de-sacs and their easement is sodded. I heard someone say they're waiting until they do three at a time but I've been here a year and my next-door neighbor has raised cane since he's been here for a year and half so I wonder who's responsibility it is to take care of it. These homes are not cheap in here and I thought with \$300,000 plus homes we wouldn't have cars parked in the road, we wouldn't have trashcans, we would have grass. I'm really disappointed. I don't want to take on the responsibility of putting in St. Augustine grass myself but I guess if I have to maybe I can get my neighbor to pitch in.

Mr. Kern stated we've talked about that in the past as a board. They are drainage easement tracts and they were dedicated to the CDD so we own them. We discussed putting sod down. The concern obviously was that we don't have the ability to get irrigation there from the District so that limits your ability of what you can put there. I think we can certainly explore putting Bahia, which doesn't need a lot of irrigation and what we put on the pond banks. I personally in a previous life was a homebuilder in the community and I built a home next to one of those easements and what that homebuyer said was if you'll put St. Augustine turf there, I'll have my irrigation heads adjusted to cover that area and that worked out great. I'm just throwing a crazy idea out there that we will sod it and mow it the same way we do with those easements because we are responsible for maintaining them, but maybe we can get agreeable for the adjacent property owners to irrigate it because we have way to irrigate it. Otherwise we're going to put Bahia and you have Bahia next to St. Augustine and it's not going to be a great look anyway.

Ms. Cooney stated I don't know how many easements you have for the lake because that's a big lake that we're on so if you only put one per lake then it would be easier to maintain.

Mr. Kern stated Dan can comment on that, but also know that in future phases we're doing something a little different where we've retained access through the easements but we don't actually retain ownership of them.

Mr. McCranie stated yes we're doing easements instead of tracts. Currently in phase one where you're talking about is tracts so for most of the ponds we have one tract that goes

there and for some of the ponds that are longer we might have two tracts that access it because you have drainage pipes underneath. I think the biggest issue is irrigation.

Mr. Kern stated we've made a change to address that in the future but now we need to decide how we want to address the existing areas that you're talking about.

Mr. Taylor asked would you be willing to adjust your irrigation to irrigate it?

Ms. Cooney stated if my neighbor can because I don't know how far it would go.

Ms. Paula Robinson, 85062 Williston Court, stated they're building a lot of houses on my street and the builder order pallets of sod. They have tons of overages of sod that they use and it just sits there and rots and they just have to throw it away. Why can't they take some of that sod and put it on those easements?

Mr. Taylor stated they can't, it would die if we don't irrigate.

Ms. Robinson stated right but if she's willing to irrigate.

Mr. Taylor stated that's what we're asking if we can get the two neighbors to irrigate it.

Mr. Kern stated and whether we can coordinate excess sod from the builders or whether we just have someone install it we will do it.

Ms. Robinson stated Eric doesn't care. I'm telling you, it just sits there and rots. There was somebody in the neighborhood here that had his car backed up to one of those pallets of leftover sod and he was loading it in his car and driving it to his house.

Mr. Kern stated the other part of this discussion was when we talked about it previously we didn't want to make improvements to those tracts while the homes were still under construction because what we understood was no matter how much we asked that builder to stay off it they use it to put material, their tress packages, and their dumpsters on. Now that we have an area where both sides of the tracts are completely improved on and homes are built I think we have a real opportunity, especially if we can coordinate with the resident to say if you'll irrigate it, we will turf it and then we still retain the responsibility to maintain it.

Mr. Brewis asked do we have a number of how many of those tracts we have left?

Mr. Taylor stated six probably so it's not very many and they're typically 20-foot wide by 140-foot deep.

On MOTION by Mr. Taylor seconded by Mr. Brewis with all in favor installing sod on tracts in phase one, with residents responsible for irrigation of the tracts was approved.
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Mr. Kern stated maybe as a board we can designate Jen to work with the residents to get an agreement in place.

Mr. Taylor stated the irrigation has to go in first and then the CDD board will hire a contractor to do the sod.

On MOTION by Mr. Kern seconded by Ms. Bock with all in favor Jen Erickson coordinating an agreement with the residents to irrigate the tracts was approved.

Mr. Lewis stated we need to make sure somebody is going to mow it and we can't always rely on homeowners to do that so I think we need to make sure Trim All needs to understand they're going to have six new tracts that they have to mow.

Ms. Erickson stated they have all of the easements in their scope of work. If it's just a dirt lot, obviously they can't put their mowers through those things so that's where we're having problems.

Mr. Kern stated but it was included in their scope to maintain those tracts. I think when we did the scope of work we had a map and we highlighted what was included so it's already in there. Once we make the improvements they will just need to know that it's been improved on and they need to maintain it.

Ms. Cooney stated can I make one more comment about Trim All because they do trim around the lakes. They've cut it a little bit short, especially in the summer and it burns it. I'm real anal about cutting my grass to short.

Ms. Erickson stated I met with them today to go over that along with about 15 other items because they did have it set on Bermuda, which is about two and half inches. We've always been around four inches on that so they will revert back. The problem is they sent in a different crew and they didn't have those parameters but they were informed if any person other than the normal crew comes that they have to have the same specs and they cannot cut it that short because they will kill it.

Mr. Dale Lewis, 85584 Berryessa Way, stated on Calumet they have a cul-de-sac but the cul-de-sac doesn't have the sidewalk that goes all the way around. It stops in multiple spots. It's been about two years that the sidewalk has never been completed.

Mr. Kern stated Liam and I drove through there about a week or two ago and I think it came up in previous meetings but yeah there's a sidewalk and a couple houses in between. I don't know if it's a wetland or undevelopable area or whatever it is, but it doesn't connect. That area was so long ago that we're not going to get a contractor to do it if they were supposed to do it back with those engineering plans but there are two options. You either just dump it out into the road with a ramp, or you just connect the sidewalk.

Mr. Taylor stated I think if we look back at the meeting minutes from last year I believe we authorized the sidewalk to turn into the street and it has not been done so we will make sure that gets done. Instead of going around and connecting where the mailbox is, if I'm thinking of the right street it's going to tie into the street.

Mr. Dale Lewis stated right next door on Cherry Creek they have a cul-de-sac and the sidewalk goes all the way around and you can stay out of the street.

Mr. Taylor stated I just wanted to restate that is what the Board approved last year and it was to be in coordination with the builder that was not using extra concrete and apparently during that transition from AV Homes to Taylor Morrison it got lost but we can revisit that. I don't know if the Board has any other ideas.

Mr. Kern stated my suggestion would be that we have a site contractor who may be doing some concrete site work soon, or potentially the amenity contractor. I could talk to either one of them to see if we could coordinate the concrete guys coming in. We want to decide if we want to truly connect or ramp into the road.

Mr. Dale Lewis stated why has the water come back up to its original level from February in the lake at Berryessa?

Mr. McCranie stated ultimately it will, it just takes some time. I don't know how much they pumped down but I can go look at it. In general it will naturally rise back to its normal elevation.

Mr. Dale Lewis stated it's considerably lower than what it was before.

Mr. Kern asked is it seasonal at all?

Mr. McCranie stated it's typically not. It will have some seasonality to it but I can go look at the control structure and once I see that I can tell where it is versus the orifice pipe and if it's at the orifice that's where it's supposed to be.

Mr. Robert Rosia, 85570 Berryessa Way, stated the lake is 18-inches lower than what it was originally. I had it measured and I know that for a fact. The reason why your water level is lower is because where it's going out the flue is set to that height of the water so it can't get any higher no matter what rain you get. If you raise the flue then the lake gets higher. It's really simple.

Mr. McCranie stated with that information then the pond is the exact design stage that I asked for it to be because if it were able to raise up higher then we start having water pop up through inlets and everything else and on the roadway system during a storm so if you're telling me the pond water elevation is at the pipe orifice then that's exactly where it's supposed to be.

Mr. Rosia stated how come it wasn't there before if that's where it supposed to be and we had no problems. I disagree with you 100%. I've lived on lakes before, I've been in landscaping and I've been in business with engineers and that's not the case. The case is you never raised it to the proper level to begin with. Your drainage will still drain into the lake and the sewer that overflows down below there runs into the lake because it's getting clogged up. You have a problem right down there too. I don't know what the specific problem is but you're getting plugged and it's overflowing and running into our lake.

Mr. McCranie stated you're talking about JEA's issue. Last month I gave a report. We spoke with JEA; there were some big concrete chunks that somehow got into a sewer manhole into the sewer system that JEA owns. JEA took pictures of it and sent out their vacuum trucks and cleaned it. JEA also came out and did background and existing testing of the fecal counts and everything else and they came back as clean so there's no other remediation that has to happen because of that in that pond system.

Mr. Lewis stated I would appreciate you checking on the water level.

Mr. McCranie stated I will do that and I will get back with the Board.

Mr. Laughlin stated I will give you my card after the meeting.

Ms. Jody Sonnati, 85204 Champlain Drive, stated it's not just Berryessa. Our pond is also down and as I take my walks through the neighborhood I think all of the levels seem to be down.

Mr. McCranie stated just to let you know, a lot of times it's a good thing that the ponds are down because then we don't have any standing water issues and flooding problems.

Ms. Sonnati stated I can actually see the bottom of the pond and when we first moved here we couldn't.

Mr. Sonnati stated it seems when the new ponds were built our pond seemed to go down. Does that make any sense?

Mr. McCranie stated the pond at Champlain has got a structure that then flows down into the pond near Berryessa Way. They have a difference in elevation of approximately a foot and a half if I recall correctly. I'll go check our as-builts that we have and then I can tell you next meeting whether the control structures are at the elevation they're supposed to be, meaning the pipe system, and if that's the case then what we have is a natural fluctuation in the water table itself that does rise and fall through seasons.

Ms. Barb Brockman, 85307 Cherry Creek Drive, stated I was curious if the current renovation plans at the clubhouse and gym include fixing the lock on the main entrance door because most of the time when I come up here it's not working and it's unlocked. Also, can we get access on the two gates to the pool so residents can come to the pool through some type of card access system?

Mr. Kern stated the two gates are included in the scope to have card readers installed for access control so you'll be able to go in and out there assuming you have your card. The whole system will get revamped so we will make sure those get added and everything else gets looked at. There is a type of lock there that may end up getting changed just because that type of mag lock tends to have those issues but then we have a service that basically manages the technical side of that. There's a mainframe controller that has all the codes in there so we will address the current issue to answer your question.

## **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 \$34,188.22.

Mr. Lewis stated on Series 2016 bonds on page one, I see that it's through February 28, 2019. When was the start date that we're coming up with these numbers?

Mr. Laughlin stated this would be from the time they are issued.

Mr. Taylor stated 2006.

Mr. Lewis stated I see this landscape entry monument and signs spending \$310,000 so I'm hoping it's from 2006.

Mr. McCranie stated yes that's from that first bond issuance.

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 April 19, 2019  
at 2:00 p.m.**

Mr. Laughlin stated the location is to be determined and we will have it included in the notice.

**NINTH ORDER OF BUSINESS**

**Adjournment**

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

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman