

MINUTES OF MEETING
AMELIA WALK COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Amelia Walk Community Development District was held Tuesday, September 20, 2022 at 2:00 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Boulevard, Fernandina Beach, Florida.

Present and constituting a quorum were:

Gregg Kern	Chairman (by phone)
Jeff Robinson	Vice Chairman
Henry “Red” Jentz	Supervisor
Brad Thomas	Supervisor
Mindi Gilpin	Supervisor (by phone)

Also present were:

Daniel Laughlin	District Manager
Jennifer Kilinski	District Counsel (by phone)
Dan McCranie	District Engineer (by phone)
Kelly Mullins	Amenity Manager
Cheryl Graham	Field Operations Manager

The following is a summary of the discussions and actions taken at the September 20, 2022 meeting.

FIRST ORDER OF BUSINESS

Roll Call

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

SECOND ORDER OF BUSINESS

Public Comment

Mr. Don DeCanio, 85409 Fall River Parkway, stated I didn't see anything on the fountains that were brought up last week. Is that going to come up again today?

Ms. Graham responded they have been ordered. They're waiting on the one for Pond 5, which is the largest one, and we expect to install both of them by the end of the month.

Mr. DeCanio stated I'm wondering why we're spending that kind of money on a small pump when it has no direct impact on our residents. We have two large ponds that have no pumps at all. Why wouldn't we want to relocate the funds for the fountain into a pot that would be more beneficial to a larger group of residents?

Mr. Laughlin responded a couple of them were purchased by the homebuilder.

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Mr. DeCanio stated we have two new fountains in the back on Fall River Parkway. Is there any way we can adjust the outflow of the fountains? It sounds like a fire hydrant has been sheared off, it's that noisy, and not very pleasant to look at. I'm even willing to pay for a new nozzle if that's what it takes.

Ms. Graham stated I believe that's the style of the fountain that they put back there when they initially installed it. It does make a lot of noise, but I don't think it can be adjusted. I can ask Sitex to look at it.

Mr. Robinson stated yes, let's get Sitex to look at it, because I thought those were the same fountains, we're putting in Phase 5.

Ms. Graham stated no; Phase 5 will be different.

Mr. DeCanio asked can the color or the timing of the fountain be changed?

Ms. Graham responded the time can be adjusted. The color should be white.

Mr. DeCanio stated Richmond American and Lennar are going to be gone pretty soon. The slopes for the ponds do not have turf on them and they're required by the CC&R to have turf. Are we actively going after the developer to install that?

Mr. Laughlin responded the pond bank repairs will be discussed later in the meeting. Before it's turned over to the District to accept it, that would have to be done. There are items the County will make them do.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the August 16, 2022 Board of Supervisors Meeting

There were no corrections to the minutes.

On MOTION by Mr. Jentz seconded by Mr. Robinson with all in favor the minutes of the August 16, 2022 meeting were approved.

FOURTH ORDER OF BUSINESS

Update on Beaver Issues

Mr. Robinson stated at our last meeting Cheryl and Kelly brought up an issue where they attended a meeting with North Hampton and then I attended a meeting two days later with two other HOA reps. In 2019 there was a significant problem where backyards in North Hampton were being flooded and it was from active beavers building dams. A beaver hunter trapped the beavers and destroyed the dam. We haven't heard anything since until August of this year, at which point they had more flooding. I assumed it was more active beavers, but that turned out to

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be an incorrect assumption. It was from the last time and the debris was just left there and collected other debris. One beaver dam appears to be on our part of the preserve. They hired another company, and they cleared it out. Now there is a request from North Hampton to remove any debris. The dams can be destroyed, but the debris cannot be removed per State law. There is a stream that goes all the way north of Route 200 down our property and outflows into Lofton Creek. There are a lot of dead trees in there because it's a natural preserve, so we will have to discuss what we want to do. I think it might be a good idea for us as a District to have a contract with a company that would do in and occasionally check that. I don't want homeowners to go back there because it's wet and there is an active stream. When it flows into somebody's backyard, it's too late. Let's figure out what the cost is to do an inspection. If we have any kind of agreement between North Hampton and us, the Village Walk HOA would have to be involved because they own part of the waterway that flows down to us, so for all we know there could be beavers up there. I wouldn't want to hire a company just to check our property. I would want to check the property that North Hampton owns as well. There are five street addresses that back up directly to Amelia Walk wetland preserve areas. For everything else there is a small buffer that is part of the tax rolls for North Hampton and there's a very large area that Village Walk has that goes up to Spruce Run. As far as a joint agreement, that was part of my recommendation in a letter I sent for cost sharing as well.

Mr. Laughlin stated I can get contacts for those entities, and we can look into that.

FIFTH ORDER OF BUSINESS

Update on Pond 14

Ms. Graham stated that the yellow barrier in Pond 14 that has been mentioned in past meetings is still in the pond and debris from the builders continues to blow onto the pond bank. She noted the purpose of the yellow barrier is to catch any debris that might blow into the pond. Mr. Laughlin stated that Mr. McCranie confirmed once construction is complete it should be removed.

SIXTH ORDER OF BUSINESS

Consideration of Proposals

A. New Pumps for Septic Pump System

Ms. Graham presented a proposal from Gator Well & Septic totaling \$6,877.17 to replace the septic pumps.

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Mr. Jentz asked if it would be possible to tie into to the sewer system.

Mr. McCranie responded that the original design had a pump that had a force main that pumped to the sewer system, but it must have been changed during construction. It can be done, it's just an expense to change out the pumps and install a force main to the closest gravity sewer system.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor the proposal from Gator Well & Septic totaling \$6,877.17 was approved.

B. Landscaping

1. Trim All Proposal 14787 (Revised) to Install Juniper at Both Corners of Majestic Walk and Majestic Walk Circle

Ms. Graham presented a copy of proposal 14787 totaling \$4,320 to install juniper at the corners of Majestic Walk and Majestic Walk Circle to have all corners in the area match. Mr. Robinson asked for a rendering as he can't see how 315 junipers could fit on each side. This item was tabled.

2. Trim All Proposal 14995 to Install Plants at Berryessa and Majestic Walk Blvd. / Roundabout

Ms. Graham presented a copy of proposal 14995 totaling \$536.54 to remove weak material and install plants at Berryessa and Majestic Walk Blvd. roundabout. Mr. Robinson asked for a rendering and noted he would like to see renderings for any plant installs. Mr. Jentz agreed. This item was tabled.

3. Trim All Proposal 15141 to Mow Vacant Lots

Ms. Graham presented a copy of proposal 15141 that included two options. Option 1 is to mow 10-feet along all vacant lots, edge and blow the clippings for a total of \$1,720. Option 2 is to bush hog, edge, and blow clippings for all vacant lots for a total of \$5,890. Mr. Robinson asked that Lennar take care of the vacant lots along with any trash debris.

4. Trim All Proposal 15155 to Plant Live Oaks in Common Areas

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Mr. Robinson asked which trees are dead and if they've been removed. Ms. Graham responded that the dead trees have been removed. The main locations are at the corner of Stonehurst and Fall River east, the corner of River Birch and Fall River Parkway, and Poplar and Northfield. There are also some that are leaning that need to be straightened.

Mr. Robinson stated planting new stuff and letting it die is not good use of the District's funds. He asked that this item to be deferred so that he could see what is new, versus what is being replaced.

5. Trim All Proposal 15158 to Replace Two Dead Drake Elms on Majestic Walk Blvd.

Ms. Graham presented proposal 15158 totaling \$2,287.20 noting the two Drake Elms died years ago and then were hit with mistletoe. Mr. Robinson asked to see pictures of the trees in question. This item was tabled.

Ms. Graham stated that she would get pricing from Liberty Landscape as well.

6. Trim All Proposal 15160 to Remove Leaning Tree on Majestic Walk Blvd.

Ms. Graham presented proposal 15160 totaling \$672 to remove a tree leaning over a sidewalk on Majestic Walk Boulevard. This item was tabled. Ms. Graham stated that she would get additional pricing for this item.

7. Tree Surgeons Proposal 6570 to Drop Nine Dead Pines off Cherry Creek Drive

Ms. Graham stated that she has received calls from owners on Cherry Creek Drive regarding concerns with dead pines behind their homes that will likely cause damage if they fall.

On MOTION by Mr. Jentz seconded by Mr. Robinson with all in favor the proposal from Tree Surgeons to drop nine dead pine trees off Cherry Creek Drive was approved.

Ms. Graham noted that Tree Surgeons has a day rate to come out once a year to do a clean-up of dead trees as needed. She has asked that they provide a quote for Board consideration.

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C. Pool Chemicals

Ms. Graham presented a proposal from Poolsure to provide monthly pool chemical delivery and related equipment at \$450 per month. Mr. Robinson asked for a transition plan for what will happen with existing equipment and chemicals and if it could be recovered if the District no longer uses Poolsure in the future. This item was tabled.

D. Pool Maintenance**1. Revised White Ladder Proposal**

This item needs to be considered in conjunction with the Poolsure proposal for pool chemicals, so it was tabled.

2. Filter Grid Replacement & Black Algae Removal**a. Rick Arsenault**

Ms. Graham noted the size of the filter grid needs to be reconfirmed and she has requested a quote from Rick Arsenault on cleaning the algae in the pool and that has not yet been provided. This item was tabled. Mr. Robinson asked that since the pool will need to be closed to replace the filter grids, the black algae be cleaned at the same time or after replacement of the filters.

b. Riverside Management Services

There was no action taken on this item.

E. Painting of Community Signs at Entrance

Ms. Graham informed the Board she is awaiting another proposal for painting of the community signs. This item was tabled.

F. Resurfacing of Tennis Courts**1. Pro Sealed Asphalt, Inc.****2. Armor Courts**

Ms. Graham noted these proposals are being provided to give the Board an idea on pricing of resurfacing of the tennis courts. The quote from Pro Sealed Asphalt came in at \$20,952 and Armor Courts quoted \$31,598. She is hoping to get at least one more quote. This item was tabled.

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SEVENTH ORDER OF BUSINESS**Staff Reports****A. District Counsel**

There being nothing to report, the next item followed.

B. District Engineer- Consideration of Requisition No. 89

Mr. McCranie presented requisition number 89 made payable to Jax Utilities Management Inc. in the amount of \$73,642.50 for pond bank repairs. He stated he has reviewed the work and it appears that they did what the scope of work provided for. Mr. Laughlin reminded the Board this work was funded by the developer.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor requisition number 89 was approved.

Mr. McCranie recommended filling a pothole and patching any dips over three inches deep on Majestic Walk. He also noted that planning should begin for milling and resurfacing of at least Majestic Walk, if not all of the Phase 1 roadways.

Mr. Robinson asked for Mr. McCranie's recommendation on which roads within Phase 1, other than Majestic Walk Boulevard, need to be addressed, such as Cherry Creek and Berryessa. Mr. McCranie stated that he believes they could wait until the Phase 2 roadways are resurfaced, but he would suggest planning for replacement at 18 years.

C. District Manager

There being nothing to report the next item followed.

D. Amenity Manager – Report

Ms. Mullins provided an overview of the operations report, a copy of which was included in the agenda package. She noted staff is looking into how alcohol can be served for an upcoming Oktoberfest event.

Mr. Robinson asked if the information that Ms. Mullins provides to the residents via email blast could be posted to the CDD website. Mr. Laughlin stated that he would look into the options.

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E. Field Operations Manager

Ms. Graham provided an overview of maintenance items that are to be completed in the near future.

EIGHTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

There were no supervisor requests.

Audience Comments

Ms. Joyce Ellenson, 85165 Fall River Parkway stated in regard to Pond 14, GreenPointe has said they would dredge excess sand out of the pond and that has not been done, which has created piles of sand with grass growing out of them along the pond banks.

Ms. Jill Coscia, 85288 River Birch Court, stated that she spoke to a representative of GreenPointe who came out to look at the pond. She concurred what Ms. Ellenson said and stated that they're at the point that they want to hire a contractor to level off their property because it is sinking. Mr. Laughlin stated that issues with her property would have to be dealt with in conjunction with the homebuilder. He asked Mr. McCranie if he has inspected the sand bars and their effect on the pond. Mr. McCranie stated that he didn't notice sand bars, but if there are areas that are not deep, they could become a maintenance issue because of cattails and other plants growing. The concern would be trying to move that may cause more damage to the pond banks than the removal of the sand or silt piles and that's probably why they've sent men to do the work by hand. He asked for pictures of the issues so that he can review further.

Ms. Ellenson stated that a silt fence is still up between Champlain and Fall River Parkway. Ms. Graham stated that she would ask Trim All to remove it.

Ms. Ellenson also asked if Trim All is supposed to be picking up trash, because they're not. Mr. Laughlin stated that they're supposed to pick up trash that is in their mowing path. He asked Ms. Graham to remind Trim All of that.

Ms. Valarie Wright, 85456 Fallen Leaf Drive, asked if there is a landscape plan for Fallen Leaf now that construction is complete. Mr. Robinson stated that he would provide Ms. Wright with a plan that was created when landscaping work was approved.

Ms. Wright also informed the Board of a piece of Bobcat equipment that has been sitting on Fallen Leaf for several weeks. Ms. Graham stated that she has contacted the rental company

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that it came from that it would be removed if they did not remove it themselves. She will put a towing notice on it and have it removed.

A resident asked about the landscape plan on Fallen Leaf that was mentioned by Mr. Robinson. Mr. Robinson responded that most of it has been done by Trim All however there are portions that are being deferred until all construction is complete.

Ms. Wright asked if there is a plan to install an irrigation system in the Fallen Leaf area. Mr. Laughlin responded not currently. There are a few factors that have to be considered such as having nearby electricity and water.

Mr. Dan Zukowski, 85477 Fallen Leaf Drive, stated when our house was completed at the end of the year Taylor Morrison said that somebody else would come out to do the grading and stuff on the pond behind our house. Nothing has been done and I'm not sure who we bring that up to. Mr. Laughlin stated things like that are typically handled by the developer.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TENTH ORDER OF BUSINESS

Financial Reports

A. Balance Sheet & Income Statement

B. Assessment Receipts Schedule

C. Approval of Check Registers

Mr. Laughlin noted the check register totals \$125,902.65.

On MOTION by Mr. Robinson seconded by Mr. Thomas with all in favor the check register was approved.

ELEVENTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 18, 2022
at 6:00 p.m. at the Amelia Walk Amenity
Center**

TWELFTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Robinson seconded by Mr. Thomas with all in favor the meeting was adjourned.

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DocuSigned by:
Daniel Laughlin
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Secretary/Assistant Secretary

DocuSigned by:
Gregg Kern
D120ABE88FCF441...
Chairman/Vice Chairman