

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, October 18, 2022 at 6:00 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Boulevard, Fernandina Beach, Florida.

Present and constituting a quorum were:

Jeff Robinson	Vice Chairman
Henry "Red" Jentz	Supervisor
Brad Thomas	Supervisor
Mindi Gilpin	Supervisor

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 October 18, 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

Ms. Donna McNeely, 85573 Banbury, stated that she has not been able to attend any of the 2:00 p.m. meetings and asked if more evening meetings could be considered. Mr. Laughlin responded that the first meeting of every quarter will be held at 6:00 p.m. for this fiscal year and any revisions to the schedule could be considered for the next fiscal year.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the September 20, 2022 Board of Supervisors Meeting

There were no corrections to the minutes.

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Ms. Graham presented a proposal from Trim All totaling \$536.54 to install ginger, azaleas, and agapanthus at the corner of Berryessa Way and Majestic Walk Boulevard to match what is at Cherry Creek.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor proposal 14995 from Trim All totaling \$536.54 was approved.

B. Pool Chemicals – Poolsure Agreement

Ms. Graham presented a proposal from Poolsure to provide monthly pool chemical delivery and related equipment at \$450 per month and answered any questions the Board members had. Poolsure will be providing all new containers and controllers that are needed for the operating system.

On MOTION by Mr. Robinson seconded by Mr. Thomas with all in favor the proposal from Poolsure to provide pool chemicals at a rate of \$450 per month was approved.

C. Pool Maintenance - Revised White Ladder Proposal

Ms. Graham presented the revised proposal for pool maintenance services from White Ladder, Inc. totaling \$975 per month for daily visits from May through September and three days per week October through April.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor the proposal from White Ladder, Inc. for pool maintenance services was approved.

Ms. Graham informed the Board she received a request from a homeowner to have dog waste stations installed along the Boulevard. The estimated cost would be around \$225 per station. Mr. Robinson asked Ms. Graham to bring proposed locations back to the Board. A resident asked that homeowners be polled on their interest in the stations.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

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There being nothing to report, the next item followed.

B. District Engineer

There being nothing further to report, the next item followed.

C. District Manager

Mr. Laughlin informed the Board that Mr. Robinson discovered a JEA meter that popped up on the JEA bill about two years ago that does not appear to be using any water, however the District is being charged a base fee each month. Mr. Laughlin is working with JEA to figure out how the meter came about, and to get the District refunded for the charges.

D. Amenity Manager – Report

A copy of the operations report was included in the agenda package for the Board’s review.

Ms. Mullins informed the Board a backboard on the tennis court has fallen off and was found to be rotting. She will obtain quotes for replacement.

Ms. Mullins also informed the Board she received a request from a homeowner to provide a barbell in the gym. Mr. Thomas pointed out that if someone were using a barbell it would be difficult for anyone else to utilize the same area.

Lastly, Ms. Mullins asked the Board to consider purchasing an AED machine to install at the amenity center for around \$1,500 at the suggestion of a resident that has provided CPR classes for the community.

On MOTION by Mr. Thomas seconded by Ms. Gilpin with all in favor purchasing an AED machine for the amenity center at an amount not to exceed \$1,600 was approved.
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Mr. Robinson suggested purchasing tiki torches for future outdoor events to deter bugs.

E. Field Operations Manager

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

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Mr. Robinson stated I think it's a programming issue. We're adjusting those throughout the neighborhood. The lights will come on at 5:00 p.m. and go off at 10:00 p.m., then the fountains should be on at 7:00 a.m. and off at 10:00 a.m.

Ms. Graham stated I will check.

Mr. Peter, 85415 Apple Canyon, stated across the cul-de-sac from me is a common area. When do they get sodded?

Mr. Robinson responded we paid in advance for a lot of things to be done, and that area was one of them. Trim All will seed it with Bahia.

Ms. Graham stated if the construction is complete in that vicinity, they can go ahead and do the landscaping work.

Mr. Don DeCanio, 85409 Fall River Parkway, stated I asked about the fountain on Pond 15, if we could get a different nozzle. Did we get an answer on that one?

Mr. Laughlin asked Ms. Graham to ask Sitex Aquatics if that can be done.

Mr. DeCanio stated I'm very disappointed in the ability to get potholes patched here. Can we give our maintenance people the authority to patch potholes without coming to the Board for approval? It shouldn't take three months to have a pothole patched.

Mr. Laughlin stated we can do that outside of meetings. It takes the companies a while to get out to do the patching.

Mr. DeCanio stated we also have the 35mph speed limit sign that has been down for almost three months.

Ms. Graham stated it's up.

Mr. DeCanio stated how about the signs on Fall River Parkway and Apple Canyon?

Ms. Graham stated I just found out about those today. I will have those fixed.

Mr. DeCanio stated I also want to bring up a reminder. I've been trying to work with the County to get them to do a better job inspecting curbing, gutters and sidewalks. It's not working. I'd like to remind you that when we do our walk throughs that we do a thorough job. The sidewalks and gutters are broken and there are footprints.

Mr. Laughlin stated I will contact the County Engineer to put it on his radar.

NINTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

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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 \$238,948.66 and \$176,548.01 of that is a transfer to the capital reserve account mentioned earlier by Mr. Robinson. Mr. Robinson stated that another \$48,700 will be transferred next month.

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

ELEVENTH ORDER OF BUSINESS Next Scheduled Meeting – November 15, 2022 at 2:00 p.m. at the Amelia Walk Amenity Center

Mr. Robinson suggested moving the November meeting to a later date given that the December meeting is typically canceled, and the newly elected board member cannot be sworn in until at least November 22nd. The Board settled on November 29th.

On MOTION by Mr. Robinson seconded by Mr. Thomas with all in favor moving the November meeting date to November 29, 2022 was approved.

TWELFTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Jentz seconded by Ms. Gilpin with all in favor the meeting was adjourned.

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 Secretary/Assistant Secretary

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 Chairman/Vice Chairman