

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, May 20, 2025 at 2:00 p.m. at the Amelia Walk Amenity Center, 85287 Majestic Walk Boulevard, Fernandina Beach, Florida.

Present and constituting a quorum were:

Jeff Robinson	Chairman
Red Jentz	Vice Chairman
Steve Cook	Supervisor
David Swan	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mary Grace Henley	District Counsel
Lauren Gentry	District Counsel
Mike Yuro	District Engineer
Kelly Mullins	Amenity & Operations Manager
Chip Dellinger	GMS
Terry Glynn <i>by phone</i>	GMS
Jen Mabus	BrightView Landscape

The following is a summary of the discussions and actions taken at the May 20, 2025 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

Mike O'Larte stated that a ton of money was spent on the road, and it failed. The previous engineer said that there was no need to look at what is underneath the road, but now the District is moving forward with a \$318,000 repair on the road because the proper investigation wasn't done prior. He was in possession of an engineering report done in October of 2021 in which an analysis of the groundwater flowing from Amelia Concourse was done and it states that it is evident the groundwater is affecting the existing roadway. Mr. O'Larte believes there is a conflict of interest with Mr. Yuro working in both communities and believes that the developer of Amelia Concourse

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failed to install the required drainage to keep the water from flowing across the haul road. He added that an independent firm needs to come in and provide a solution, and the developer needs to be held accountable.

Don DeCanio stated that Phase 5 consistently does not get mowed on a weekly basis. Lot 47 gets mowed maybe monthly. Additionally, he recommended leaving the silt fence on the haul road where it is. Mr. DeCanio offered to remove the PVC pipe at no cost. Lastly, he asked for an update on the hydroseeding of lot 47.

Mr. Robinson stated that it will be hydroseeded again. This matter will be discussed more under staff reports.

Don DeCanio asked if the public can see the proposals for the road work.

Mr. Robinson responded that the proposals were included in the agenda package.

THIRD ORDER OF BUSINESS **Consent Agenda**

A. Approval of Minutes of the April 15, 2025 Meeting

B. Financial Statements as of April 30, 2025

C. Check Register

Copies of the minutes, financial statements and check register totaling \$105,347.20 were included in the agenda package for the Board's review.

Mr. Robinson stated that on page one of the minutes, Mr. O'Larte was talking about the development in Phase 2, rather than Phase 4. Additionally, Mr. Robinson stated that the District is being fined \$500 per month by JEA for a cross-connection non-compliance for the JEA lift station backflow irrigation meter. The backflow was put in by the developer without permits. It is a residential backflow and should be a commercial backflow. It will cost the District \$1,000, plus penalties, to install the correct backflow. There needs to be some recourse.

Ms. Gentry stated that the recourse would be litigation, so if the Board wants, she will look into outside counsel to have them advise on whether it would be worth the time and money.

Mr. Robinson asked about the several million dollars in bond debt / reserve funds that Green Pointe wants to take.

Ms. Gentry responded that she will be prepared to walk through that at the next meeting, but there are agreements in place with the developer that says if contribute money to the CDD, they are entitled to get that back from available bond funds.

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Mr. Laughlin stated that there is language in the bond documents that allow the reserve funds to be reduced by half once all homes are platted and constructed. There is approximately \$500,000 in reserves currently. That would affect anyone that may be considering paying off the bond debt associated with their property. The funds have been transferred at this point, so the final step would be issuing a requisition.

Mr. Cook stated that he would like to see the Board get more aggressive on this kind of stuff. The board is catching flak for issues caused by the developer. If there is an avenue that is not necessarily litigation, there are good grounds to stand on.

Ms. Gentry stated that she will relay the Board's concerns with approving this. She cautioned that payment of any funds that hit the acquisition and construction account are strictly governed by agreements already in place.

Mr. Robinson asked if payoff amounts for each resident's bond debt would go up following the reserve fund distribution.

Mr. Laughlin responded that the payoff amounts would increase after August 1st.

Mr. Robinson asked that residents be informed of that.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor the consent agenda was approved with the minutes as revised.

FOURTH ORDER OF BUSINESS

Staff Reports

A. Landscape

Ms. Mabus provided the Board with an overview of the flower installs, pruning schedules, irrigation repairs and grass treatments.

B. District Counsel – Fee Increase Letter

Ms. Gentry reported that the legislative session has ended. The sovereign immunity limitation increase did not pass; the tree liability bill did not pass; the bill that would have ended the requirement for annual goals and objectives reporting did not pass.

Next, Ms. Gentry reminded the Board members to file their Form 1 by July 1st, and to complete four hours' worth of ethics training by December 31st.

Mr. Cook reminded Ms. Gentry that at the last meeting he requested copies of all the easements for the haul road.

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Lastly, Ms. Gentry presented a list of proposed rate increases for Kilinski | Van Wyk beginning October 1, 2025.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor the fee increases for Kilinski | Van Wyk were approved.

C. District Engineer

Mr. Yuro reported that he was asked to look at 85175 Majestic Walk for new road depressions, however he did not see any depressions. At the last meeting he was asked to get a topographic survey on the haul road drainage ditch. He's reviewed the drainage report done years ago along with the topographic survey. The topographic survey does not show a regraded high spot as the drainage report indicated. It shows a continuous slope from north to south. For the first 2,000-feet, there is maybe a foot and a half drop, so it is basically flat. The last 1,000 feet, there is about a three-and-a-half-foot drop going into the southern wetland. He recommends developing a spec of cross sections and some elevations to get it consistent and clean out any obstructions that are hindering the water from flowing freely. He also recommended getting permission from the St. Johns River Water Management District to clean out the wetland or at least eliminate some of the high spots that are potentially holding water. Dream Finders has indicated they are open to taking care of the haul road ditch in exchange for an easement if it's allowed by the water management district.

Mr. Cook stated that he believes the problems are coming from Amelia Concourse Phase 3, so he does not see why Amelia Walk should have to pick up that cost.

Mr. Yuro stated that the swale was not constructed properly when the houses were constructed. Dream Finders knows the situation needs to be corrected before he will sign off on any as-builts for Amelia Concourse, so their thought is to move the swale further to the west onto the haul road property with a 10-or-20-foot easement. It would be the responsibility of Amelia Concourse to maintain the swale. In exchange for the easement, Dream Finders has offered to clean up the haul road ditch. The next step is to get the water management district onsite to inspect the areas and provide permission to complete the project.

Mr. Robinson stated assuming the drainage swale at Amelia Concourse gets corrected, the water will eventually get off the surface and into the ponds.

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D. District Manager – Report on the Number of Registered Voters (1,636)

Mr. Laughlin informed the Board that there are 1,636 registered voters reported to be residing within the District boundaries as of April 15, 2025.

Next, Mr. Laughlin stated that another Nassau County community, Heron Isles CDD is in need of a new local records location. They have three boxes of records currently, which Ms. Mullins indicated would not be an issue. They currently pay \$500 per year for the records to be housed with their previous engineer.

Mr. Jentz stated he is okay with as long as Amelia Walk is not responsible for the quality of the records, and as long as they will pay for the storage.

On MOTION by Mr. Jentz seconded by Mr. Swan with all in favor allowing the Heron Isles CDD to store their records at Amelia Walk's amenity center at a fee of \$500 per year was approved.
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Lastly, Mr. Laughlin informed the Board that Ms. Mullins will be taking on a Regional Manager role. Mr. Dellinger will be taking Ms. Mullin's place.

E. Amenity / Field Operations Manager – Report

A copy of the amenity and field operations report was included in the agenda package for the Board's review. Ms. Mullins informed the Board that a homeowner has requested to have swim lessons in the District's pool using Jax Mobile Swim.

Mr. Robinson stated that he does not have a problem with it so long as all covered by an agreement with the right insurance.

Mr. Jentz asked if the swim lessons will be open to the community.

Ms. Mullins responded that she could ask about opening the swim lessons up to the community.

Mr. Robinson motioned to approve the resident's request to hold swim lessons at the District's pool subject to an agreement.
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Mr. Jentz stated that he'd like to know what the scope is and to see what ages can take the lessons if it's going to be made available to the community.

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A proposal will be requested from Jax Mobile Swim to be brought back to the Board for consideration.

Next, Ms. Mullins reminded the Board that a proposal was approved at the last meeting for pine bark, however the cost of the proposal was for pine straw. If the Board would like to continue with pine bark, the cost will increase by \$5,914.95.

Mr. Robinson asked that a proposal for the pine bark be brought back to the board for consideration. Next, he informed the Board that Shenandoah is now saying the crack they found in a drainage pipe is not urgent. He asked Mr. Yuro to take a look at it.

FIFTH ORDER OF BUSINESS

Consideration of Proposals

A. Hydroseed Cost Per Acre

Ms. Mullins presented a proposal for hydroseeding an acre at a cost of \$5,645.16. This could be used to touch up lot 47 and some other areas.

Mr. Robinson recommended approving the proposal and allowing staff to determine which areas will receive the hydroseed in consultation with BrightView.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor, the proposal from BrightView to hydroseed an acre at a cost of \$5,645.16 was approved.
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B. Beaver and Debris Management

Ms. Mullins stated that this proposal is to renew the current agreement with Critter Pro at a cost of \$18,000 per year. She noted the price was increased due to increased calls from North Hampton regarding water issues on their property.

Mr. Robinson stated that something needs to be added to both the contract with Critter Pro and the contract with North Hampton to state that only Amelia Walk is authorized to request Critter Pro come out under this contract.

Mr. Laughlin questioned if the fee could be reduced if it's stipulated that North Hampton cannot utilize the same contract.

Ms. Mullins stated that Critter Pro has stated it's hard to determine whose property he's on when he's onsite.

Mr. Robinson stated that North Hampton needs to contribute to the cost if they're going to be calling Critter Pro out.

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This item was tabled.

C. Outflow Maintenance

Ms. Mullins stated that Critter Pro was paid to perform some outflow maintenance earlier this year at a cost of \$500 per pond. Ms. Mullins and Mr. Robinson recently met with Critter Pro and showed them some other structures that need to be cleaned. Critter Pro has suggested contracting for quarterly maintenance of the inflow and outflow structures and any emergency visits at a cost of \$6,000 per year.

Mr. Robinson stated that during the research into the water drainage issues they found that 75-80% of the control structures were not functioning at 100% due to blockages. He recommended approving this proposal.

On MOTION by Mr. Robinson seconded by Mr. Swan with all in favor, the proposal from Critter Pro to perform quarterly maintenance on the inflow and outflow structures at a cost of \$6,000 per year was approved.

D. Amenity Center Pest Control

Ms. Mullins presented a proposal from Critter Pro to take over the pest control services for the community at a cost of \$1,500 per year for quarterly maintenance, and \$1,000 per year for bi-annual wasp treatments. Critter Pro offered to trap any wildlife around the amenity center at no cost if they are under contract for pest control.

On MOTION by Mr. Robinson seconded by Mr. Swan with all in favor, terminating the agreement with Nader's and proceeding with the proposal from Critter Pro to perform pest control services was approved.

It was noted the termite bond will remain with Nader's.

E. Life Fitness PowerMill Machine

Ms. Mullins stated that a few residents have requested a stair stepper machine. She presented a quote for \$8,084.93 for a Life Fitness model.

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Mr. Robinson suggested tabling this item until the budget can be discussed.

F. Replacement Console for Elliptical Machine

Ms. Mullins stated that the elliptical machine can still be used, however none of the controls are working with the console being inoperable. She presented a quote to replace the console for a total of \$2,868.

On MOTION by Mr. Jentz seconded by Mr. Robinson with all in favor, the replacement console for the elliptical machine was approved.

G. Irrigation Meter for Landscape Area No. 62

Ms. Mullins stated that Supervisor Murphy requested she obtain a proposal for the irrigation meter to control area number 62, which is across from area 41. The total for the meter comes to \$6,841.52.

Mr. Robinson suggested tabling approval of the irrigation meter until the project in area 62 is closer to being completed.

SIXTH ORDER OF BUSINESS

Consideration of Proposals for Road Repairs

Mr. Yuro informed the Board that both Duval and All Pro have provided a performance bond and answers to several questions, which were included in the agenda package for the Board's review. Duval Asphalt's proposal totals \$317,578.87 while All Pro's proposal totals \$342,330.80.

Mr. Cook stated that he would prefer the District engineer to perform the testing.

Ms. Gentry responded that the District could ask for a testing allowance.

Mr. Robinson asked how the re-striping will be handled.

Mr. Yuro responded that he would check on that.

Peter Cole asked can you explain again why the primary option of using drainage is not being done

Mr. Yuro responded in this situation, the drainage you typically do is an under drain. The water. The roads are at an elevation that if we put under drain and had the minimum separation below the base, that underground would be underneath and it would be under the water level of the pond. So, the under drain would be saturated and you would be surcharging under the road

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potentially. So it can't work with ground. It means that under drain instead of being a dry pipe that as the groundwater comes up, collects the groundwater and discharges it into the pond to keep it from getting any higher into the road. The water elevation in the pond would be above the water elevation of the under drain. So that means it would always be full of water. And for under drains to work, they have to work by gravity for the water to flow to get the water away from the roof.

Peter Cole asked was it not proposed?

Mr. Yuro responded we had an underdrain proposal, but it was for a pump system. It was going to be \$750,000. There was also still several unknowns about the power connection, where they were going to get that from and then the ongoing maintenance of those systems. Another viable option is what we're doing now is black base instead of the lime rock base, which can get saturated and get soft and it can cause what's happening out there. Instead of that, we're going to remove that and we're going to use 6 inches of asphalt to basically seal out the water from underneath with an inch and a half asphalt layer on top it.

Peter Cole asked have you ever considered to do a cement mixture under underneath there? I guess I'm a little concerned that the black base will essentially perform the same way as the existing one because the water table is so high.

Mr. Cook responded the problem with a soil cement base is it cracks over time, so there is more work to do on the top surface.

Mr. Yuro added that black base is a fairly standard option in high water conditions and is part of the DOT standard index.

Peter Cole asked do we have reference roads when this has been done in the last five years?

Mr. Yuro responded I can't think of any road off the top of my head. I haven't done a lot of roadway design, but as I said, I've utilized it in design. For example, on a half a mile section of State Road 100, in Flagler County, it's a DOT high speed highway, 65 miles an hour. And we ran into a section where we had just that. So, the DOT had partnered our standard indexes for design. One of the options is black base for this type of situation. And when I brought it up as a potential option, I asked our geotech engineer who confirmed the water elevation and he confirmed that this would be a good option. Lime rock gets soupy. And that's why you see it just bleeding up through it. That's why we're going with six inches of black top asphalt and then another inch and a half. We're going to have seven and a half inches of asphalt. Theoretically that's supposed to be sufficient to withstand it. It's part of standard industry practice.

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Peter Cole stated for the record, I was the person who was continually asking for the core samples to be done before the million plus dollars was spent. And I was ignored. So, I hope we're not pissing money away again.

Mr. Cook stated that core samples were done in different locations.

Peter Cole stated correct. You did it after you spent over \$1 million. What you're doing is not going to solve the problem.

Mr. Robinson motioned to approve the proposal from Duval Asphalt was approved subject to confirming that re-striping will be done, and the testing will be completed by the District's engineer. Mr. Jentz seconded the motion.

Mr. Cook stated that the board needs to work on a proactive plan to address the flooding issues.

On VOICE VOTE with all in favor, the proposal from Duval Asphalt was approved subject to confirming that re-striping will be done, and the testing will be completed by the District's engineer.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2025-07, Approving the Proposed Budget for Fiscal Year 2026 and Setting a Public Hearing Date

Mr. Laughlin presented the proposed budget for fiscal year 2026, noting there is no increase in assessments being proposed.

Mr. Robinson stated that his recommendation to the accountant was to increase the district engineer and district counsel line items since they have been consistently over budget the last couple of years, but to decrease the capital reserve contribution to keep the overall budget flat.

Mr. Swan pointed out that the old engineering company is still listed in the narrative.

On MOTION by Mr. Robinson seconded by Mr. Jentz with all in favor, Resolution 2025-07, approving the proposed budget for fiscal year 2026 and setting a public hearing for August 19, 2025 at 2:00 p.m. was approved.

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EIGHTH ORDER OF BUSINESS

Audience Comments

Peter Cole stated that he wants to be clear that he asked multiple times for the core samples to be done and was told at the time that it was too expensive, close to \$10,000. However, one million dollars was spent and six months later the roads looked pathetic. At some point in time, you have to start listening to the community.

Mr. Robinson stated that the estimate Dan McCranie provided was \$40,000 to \$50,000 because it was for every road that was being resurfaced. It was not specific to a few areas. Dan McCranie's recommendation to the Board was that it was not necessary.

Peter Cole stated but you knew there were areas that were bad. You needed to core sample those to understand what was going on and you would have recognized that there was a water issue that needed to be resolved. We're still facing a water table issue and we're choosing the lesser option because we can't think outside the box and figure out how to manage and move this water. I'm worried this isn't going to last 15 years again. Mark my words.

Don DeCanio stated I do some volunteer work and I noticed the other day that there was a log floating in the pond and I was concerned that the log could damage the fountain, so I had a discussion with Kelly and I discovered that's not part of the contract for the pond maintenance company. I'm a little concerned the pond maintenance company didn't identify that. Then when I did further investigation, I discovered there were four logs floating in the pond and quite a bit of debris on the outflow device. I think we need to spend a little bit more time checking on our contractors to make sure they're doing what they're supposed to.

Mr. Robinson suggested seeing if Critter Pro could assist with the debris.

Mike O'Larte stated you guys have talked about capital reserves and that's a very nebulous term. What I'm focusing on is drainage because that is your primary job to make sure the water doesn't rise up and take all our houses away. So, everything has a lifespan. What reserves are you putting aside to repair and/or renovate each one of these drainage structures? If it's every 10 years and then you're going to have a lot, you need to have a line item in there rather than being reactive and saying, oh, we got a, we got a, we need \$400,000 out of a reserve fund. Where are the line items? Can we see them? What, what is your plan?

Mr. Robinson responded I can tell you that the way the capital reserve study was done, every single line item they had was put into this. Then we started adding stuff, more short-term things. We can put those, long term items like the control structure on pond two. If that's got a

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life that will fail, and it needs to be replaced or improvements in future years. I'll give you an example. HVAC had a failure yesterday. It was just a clogged pipe and a few other things. That was scheduled to be replaced three years ago. We keep moving it out until it actually fails. I just moved it out into fiscal year 2026. But you're absolutely correct. Those kinds of things can go in there. I don't have the expertise to say, when's the control structure going to fail. Typically, we were told that for 15-20 years, you shouldn't have to worry about doing anything other than cleaning them. We cleaned them. We're going to clean them and inspect them consistently now.

Mike O'Larte stated my point is, this stuff will fail eventually, and whether you're talking about the plastic pipe, the metal pipe, it's all going to go away eventually. It sounds to me like you all don't want to put a value on these things and plan for when it's going to go. At least give a plan for when it is that you're going to have to replace it.

Mr. Robinson stated we can do that.

Mike O'Larte asked can I get a copy of that reserve plan?

Mr. Robinson stated I can show you what's in there.

Steve Thornton stated it's been about 13 months ago that I brought up the drain on Apple Canyon on that drainage line and you said you were waiting for somebody to give you a price. Where do we stand with getting these drains cleaned out? There is all kinds of crap down there.

Ms. Mullins responded we've only decided that there were two that were necessary to be cleaned out or inspected. We have not moved forward with any other storm drains. Mike may have looked at some plus our other engineer and have not recommended doing any cleaning of the other storm drains.

Mr. Robinson stated we can look at it again.

NINTH ORDER OF BUSINESS

Supervisor Requests

Mr. Robinson thanked Ms. Mullins for her service to the community so far.

Mr. Cook presented a summary of his findings over the last month regarding the drainage issues and stated I've been trying to check everything and detail to try and get a handle on what's causing all the flooding and/or the corrections that we can do. Basically, what I've said in that thing is we've got a pretty good handle some of it. We're going to need some engineering help to make it definitive. A couple of them are easy. The flooding going to the cul de sac is just a matter of relocating the ditch that was supposedly put in there and taking that the right way in the

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right direction. Some of the others we have to watch out for. And we also have to watch out for future flooding for that development to the southwest. And we need to work really close with the water management district to make sure that they get their flow that they want done and it doesn't go to us.

Mr. Swan stated we kind of left it open ended at the end the detailed findings, questions and analysis. Where is the rest of the paperwork?

Mr. Cook suggested holding a workshop and have it open to everybody to go over the details.

Mr. Robinson asked that a map be created for a visual representation of each area to be discussed.

Mr. Cook asked that he and Mr. Yuro meet with the water management district prior to the workshop being scheduled.

TENTH ORDER OF BUSINESS**Other Business**

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Next Scheduled Meeting – June 17, 2025 at 2:00 p.m. at the Amelia Walk Amenity Center

TWELFTH ORDER OF BUSINESS**Adjournment**

On MOTION by Mr. Jentz seconded by Mr. Robinson with all in favor the meeting was adjourned.
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Signed by:



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Secretary/Assistant Secretary

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Chairman/Vice Chairman