

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 16, 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
Lynne Murphy <i>by phone</i>	Supervisor
Steve Cook	Supervisor

Also present were:

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

The following is a summary of the discussions and actions taken at the September 16, 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

Kathy Rusty thanked the Board for looking into alternative treatments for the ponds. She also commented that the Nassau County extension could be helpful and offered to provide a contact.

Jay Macserowski asked if the flooding and the drains will be discussed.

Mr. Laughlin responded that the engineer would provide an update. Plans have been submitted to the water management district for approval.

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THIRD ORDER OF BUSINESS**Consent Agenda****A. Approval of Minutes of the August 19, 2025 Meeting****B. Financial Statements as of August 31, 2025****C. Check Register**

Copies of the minutes, financial statements and check register totaling \$108,003.27 were included in the agenda package for the Board's review.

Mr. Cook asked if the updates to the engineer's report were made after the discussion at the previous meeting.

Mr. Yuro responded that they were. The revised report will be distributed to the board members.

Mr. Robinson provided a correction to be made to page three to clarify that the notice of commencement was in the process of being issued.

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

FOURTH ORDER OF BUSINESS**Staff Reports****A. Landscape – Quality Site Assessment**

A copy of the landscape report was included in the agenda package for the Board's review. Ms. Mabus recommended cutting the wood line back along pond three. A proposal was submitted in the amount of \$5,914. The proposal will be included in the agenda package next month for the Board's consideration.

Mr. Robinson stated that due to ongoing construction near the entrance, the pipes have been broken twice, and internet access has been lost twice in the last 30 days due to lines being cut. He asked that any expenses incurred due to the damage be tracked. Lastly, Mr. Robinson asked that a quote be submitted to clean up the dead juniper along Majestic Walk Circle.

B. District Counsel

Ms. Gentry reminded the board members to complete four hours' worth of ethics training by the end of the year.

C. District Engineer – Acceptance of the 2025 Annual Engineer's Report

A copy of the engineer's report was included in the agenda package for the Board's review.

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Mr. Yuro reported that he forwarded the wetland plans behind Sagamore Court for distribution to the board. The plans are under the water management district's review. If the plans are approved, the Board will then need to solicit bids and select a contractor. Next, Mr. Yuro reported that the roadway restoration project was slated to start the week after the meeting.

Jimmy Meadows at 85202 Majestic Walk Boulevard commented that the sidewalks are not graded correctly, so the water is backing up onto the sidewalk, and then into his yard causing it to flood.

Mr. Robinson asked Mr. Yuro to get pricing on dredging the haul road trail in case the Board decides not to give an easement to Dream Finders.

Mr. Cook asked Mr. Yuro to perform an inspection during the roadway project.

D. District Manager

There being nothing to report, the next item followed.

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. Mr. Dellinger reported that Duck Duck Rooter was out to look at the pool deck drain. They were not able to get their snake past the edges of the shrubs. He believes the issue stems from the use of corrugated pipe and the pipes need to be replaced with PVC. The Board directed Mr. Dellinger to get quotes for the pipe repairs.

Next, Mr. Dellinger stated that he has seen issues with the pond drainage. A lot of ponds are not sitting at the appropriate level based on the inlets, specifically ponds 7, 8 and 9 along Majestic Walk. He suggested digging a ditch to allow some of the water to flow into the wetlands. Mr. Yuro recommended reaching out to the water management district to get permission before doing any digging. Mr. Laughlin asked Mr. Yuro to reach out to the water management district for permission.

Next, Mr. Robinson noted maintenance proposals for the air conditioning units will be brought to a future meeting for consideration.

Lastly, Mr. Robinson stated that there have been continuous issues with the fountains going down in various ponds. An item will be added to the October agenda to discuss how the Board would like to move forward with repairs or replacements of the fountains.

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FIFTH ORDER OF BUSINESS**Consideration of Proposals for Fitness Equipment Preventative Maintenance**

Proposals for preventative maintenance plan for the fitness equipment in which a vendor would come onsite quarterly to clean, oil, and repair equipment as needed were included in the agenda package for the Board's further review. Mr. Dellinger recommended using Jax Fitness Equipment Services, whose fee is \$235.40 per quarter. He also noted one of the screens on the cardio equipment needs to be replaced and he can get comparable proposals for that.

On MOTION by Mr. Robinson seconded by Mr. Cook with all in favor the proposal from Jax Fitness Equipment Services was approved.

SIXTH ORDER OF BUSINESS**Discussion of Erosion at Ponds 16 and 17**

Mr. Robinson informed the Board that Tigris would be coming onsite to inspect erosion issues occurring on the banks of ponds 16 and 17.

Mr. Jentz suggested trying an alternative ground cover in those areas as a trial run as was discussed in the last meeting.

SEVENTH ORDER OF BUSINESS**Consideration of Resolution 2025-10, Adopting Revised Public Comment Period Policies**

Ms. Gentry stated that the public comment period policy provides for allowing public comments of up to three minutes at the beginning of each meeting. The changes are due to recent case law and are meant to be more specific and to ensure the policies can be applied uniformly. The policy prohibits obscene remarks and provides a definition for what those would be. It also removes the prohibition of addressing one board member specifically.

Mr. Cook stated that he thinks audience members should be able to comment all throughout the agenda.

Mr. Laughlin stated that he leaves that decision to the Board.

Mr. Jentz asked if the public conduct paragraph at the end of the agenda would need to be updated.

Ms. Gentry responded that she would look at it.

Mr. Robinson asked that the public comment period policy be posted to the website.

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On MOTION by Mr. Jentz seconded by Mr. Robinson with all in favor Resolution 2025-10, adopting revised public comment period policies was approved.

EIGHTH ORDER OF BUSINESS**Consideration of Resolution 2025-11, Setting a Public Hearing to Adopt Revised Rules of Procedure**

Ms. Gentry presented the revised rules of procedure, noting that the main changes are incorporating extended time periods for noticing public hearings, and changing the criteria that must be followed when evaluating construction bids. Some minor operations changes were made as well. Ms. Gentry recommended setting the public hearing for the November meeting to ensure there is enough time for publishing the required notices.

On MOTION by Mr. Robinson seconded by Mr. Cook with all in favor Resolution 2025-11, setting a public hearing for November 18, 2025 at 2:00 p.m. was approved.

NINTH ORDER OF BUSINESS**Consideration of Resolution 2025-12, Authorizing Spending Authority**

Ms. Gentry stated that the current practice is for the District Manager and Chair to take care of emergency items between meetings. She recommended setting spending limits for those items to set in stone what can and cannot be done between meetings. This resolution allows the District Manager to authorize expenses up to \$2,500 per proposal, and for the Chair to authorize expenses up to \$10,000 per proposal. Together, the District Manager and Chair would have authority to authorize expenses up to \$25,000. Any payments would have to be brought back to the Board for ratification.

Mr. Cook suggested removing the word ‘approval’ under item three since the expenses would have already been authorized.

Mr. Jentz suggesting adding an exception in cases in which the staff or board members cannot be contacted.

This item was tabled and will be brought back to a future meeting for consideration after revisions are made.

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TENTH ORDER OF BUSINESS**Audience Comments**

Alan Lay stated on September 10th Mr. Robinson and Mr. Dellinger called the Nassau County Sheriff's Department to have me forcibly removed from the common area at the corner of Fall River Parkway and end of Majestic Walk. Mr. Lay, who noted he has an FCC license, had set up a temporary, amateur radio station, also known as camp radio. He was using the empty lot to test a new portable antenna. The station consisted of a radio sitting on a TV tray table, a camp chair and four tent stakes to anchor the vertical telescoping antenna. It is a hobby of his used at local state parks or while camping, but it can be used to provide emergency communications in situations such as a hurricane or other large-scale disruptions. Mr. Lay went on to state Mr. Robinson confronted me and accused me of building a permanent structure on the lot and that he was worried about lightning striking my antenna. The sky was clear and blue. He ordered me to take the antenna down and vacate the property. I simply said no and continued with my test. Ten minutes later, a Sheriff's Officer arrived, conferred with Mr. Robinson, and then came over and talked to me. She affirmed that I was not trespassing. We enjoyed a brief conversation concerning my permanent structure and the unacceptable risk of a lightning strike. I voluntarily to end the silly confrontation, packed my equipment and went home. At a brief meeting in the office here later that morning, Mr. Dellinger explained to me that a pick-up game of ball with young kids is fine, but an old man playing with radio is suspicious and not a good optic for the neighborhood. Mr. Robinson clearly agreed with Mr. Dellinger; revealing is actual motivation for the confrontation. I bring this to the attention of the Board for two purposes. Number one, I'm asking for reference material to determine if I broke a written rule or regulation concerning acceptable use of this common property. Number two, did Robinson and Mr. Dellinger speak and act for a majority of supervisors that this is a neighborhood where kids playing ball is okay, and an old man enjoying a hobby is suspicious. Is this how we want to treat fellow residents?

Mr. Cook stated kids playing ball is different than an erected structure.

Jay Macsevowski stated that six to nine months ago his property was brought up in a meeting and a camera was run into the drain to see what was going on. Currently, the drain is four inches from the road, so when it rains, it will come up again. He has videos and pictures of a woman hydroplaning into his yard. He expressed concern for water making its way into his house, and the possibility of needing flood insurance.

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Mr. Laughlin asked Mr. Yuro to do a site inspection at 85301 Fallen Leaf.

Tom Mulcahy commented that he's heard a lot of talk of the ponds not emptying for one reason or another and that must be addressed. He also commented that he wants to ensure that the ponds that are causing the problem with the roadway along Majestic Walk have been addressed and are now draining.

Mr. Robinson stated that the ponds were cleaned and addressed last year, and a quarterly maintenance scheduled has been implemented. Mr. Yuro added that the high groundwater table and the stormwater ponds are two separate issues. If the road were higher, or if the ponds were lower, there would be other options to deal with the groundwater.

Tom Mulcahy asked what has been done to address the high-water table.

Mr. Yuro responded that is the purpose of the black base road repairs.

A resident asked if the water pressure issue in Phase 4 has been resolved.

Mr. Robinson responded that it has. BrightView bypassed the JEA water meter for the District's irrigation to fix the issue.

The resident asked if the vegetation that died during the irrigation issue will be replaced.

Mr. Robinson responded that staff has been asked to monitor the vegetation to see what will come back and what needs to be replaced.

Kathy Rusty asked for an update on the alternative to the chemicals being sprayed in the ponds.

Mr. Robinson responded that the current process is within specs. The District has a fiduciary duty to maintain the stormwater management flow.

Kathy Rusty asked if anyone is looking at the State of Florida resources for that.

Mr. Jentz responded that there are options he's looking at that he will present to the Board in the future. He would also like the HOA to take the lead on educating the residents on how to manage their individual properties as runoff from the homes also needs to be considered.

Peter Ness commented on the flooding, stating that he's not sure why it's not an agenda item for every meeting until it is resolved. He also commented that Amelia Walk has had a lack of inspection and lack of property management over the last decade that has allowed the problem to become as big as it is. He added that problem is getting worse, so the issue needs to be kept front, and center and homeowners need to be kept informed.

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A resident at 84879 Fall River added that a year ago her home had water into the lanai up to their slider door. Water is still currently standing in the preserve area, so if there is one more rainstorm it will again make it way up to their home. She asked what the next steps are after the water management district's review is complete, and what the timeline is.

Mr. Robinson stated that Mr. Yuro has a design to install a control structure that will go behind a dozen homes behind Fall River and Sagamore.

The Board directed Mr. Yuro to put the control structure project out to bid so it's ready to go if the water management district gives their approval.

ELEVENTH ORDER OF BUSINESS**Supervisor Requests**

Mr. Jentz motioned to allow HAM radio operators to use their radios on the common areas.

Mr. Robinson stated that he has asked the District Manager and District Counsel to come up with some proposed policy revisions related to activities on the common area properties to be discussed at a future meeting.

Mr. Jentz withdrew his motion.

Mr. Robinson stated that he will ask the landscape and operations staff to present something to the Board to improve landscaping in Phases 4 and 5 for consideration at a future meeting.

Mr. Jentz stated that the bike rack is over capacity and suggested purchasing one or two more.

On MOTION by Mr. Jentz seconded by Mr. Robinson with all in favor purchasing bike racks at an amount not to exceed \$300 was approved.

TWELFTH ORDER OF BUSINESS**Other Business**

There being none, the next item followed.

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THIRTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 21, 2025 at
6:00 p.m. at the Amelia Walk Amenity Center**

FOURTEENTH ORDER OF BUSINESS

Adjournment

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

Signed by:

Daniel Laughlin

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Secretary/Assistant Secretary

DocuSigned by:

Jeffrey Robinson

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Chairman/Vice Chairman