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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 21, 2025 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	Chairman
Red Jentz	Vice Chairman
Lynne Murphy	Supervisor
Steve Cook	Supervisor
David Swan	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mary Grace Henley	District Counsel
Mike Yuro	District Engineer
Chip Dellinger	Amenity & Operations Manager
Terry Glynn	GMS
Jennifer Mabus	BrightView Landscape

The following is a summary of the discussions and actions taken at the October 21, 2025 meeting.

FIRST ORDER OF BUSINESS **Roll Call**

Mr. Laughlin called the meeting to order at 6:00 p.m. and called the roll.

SECOND ORDER OF BUSINESS **Public Comment**

Pam Dawson stated that she sent an email to the District Manager on September 21st regarding the drilling underneath the road to connect the water meter for landscape areas 41 and 42 and the need to connect it to another address. She also commented that the community should only be watering and Tuesdays and Fridays, however she noticed irrigation was running on Wednesday and Saturday.

Don DeCanio asked why questions are not allowed throughout the meeting. He stated that he has sent multiple emails to the District Manager with the board members copied and not one of

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them have been answered. Lastly, he commented that he does not think it's appropriate to consider just one bid for a project.

THIRD ORDER OF BUSINESS Consent Agenda

A. Approval of Minutes of the September 16, 2025 Meeting

B. Financial Statements as of September 30, 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 that his statement to the engineer requesting he perform an inspection during the roadway project be included in the minutes.

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

FOURTH ORDER OF BUSINESS Staff Reports

A. Landscape

1. Quality Site Assessment

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

2. Proposal for Woodline Cut Back

A proposal from BrightView to cut back the wood line behind Majestic Walk totaling $5,914.29 was included in the agenda package for the Board's consideration.

This item was tabled to allow time to gather more proposals.

3. Proposals for Enhancement of Majestic Walk Circle Beds

Three proposals from BrightView to remove declining juniper and replace with sod and new juniper on the northern and southern ends of Majestic Walk Circle totaling $6,665.09, $740.56, and $1,491.03 were included in the agenda package for the Board's consideration.

These proposals were tabled to allow time for discussions with resident landscape architect Scott Smith.

B. District Counsel

Docusign Envelope ID: 4D71546C-E5C6-4C20-9330-790624FB73B6

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

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

Mr. Yuro stated that he has noticed the staining in the road, which he has taken pictures of and sent to the geotech engineer.

Mr. Cook asked Mr. Yuro to confirm that he did not make a site visit while the construction was in progress. Mr. Yuro confirmed that he did not. Mr. Cook stated that the reason he asked for that to be done is it gives the Board backup if questions arise in the future. Next, Mr. Cook suggested the District to a one-time cleaning of the staining on Majestic Walk Boulevard and inform residents if there is further staining due to sprinklers, the District will not be responsible.

Mr. Robinson added the areas that are stained need to be verified and that a conversation may need to be had with the HOA regarding staining from properties that use wells.

> On MOTION by Mr. Cook seconded by Mr. Robinson with all in favor authorizing staff to get three quotes to clean up the staining on the curbs and sidewalks along Majestic Walk Boulevard.

Next, Mr. Yuro reported that the water management district has requested additional information on the Sagamore Court wetland project. He anticipates submitting that information this week and receiving an approval. He has requesting pricing for the wetland popoff and has received one quote so far, totaling $170,000. Additionally, he has received one bid for regrading the haul road ditch and hydroseeding it, totaling $48,000. He anticipates receiving more bids for both projects. Next, he reported the water management district has approved cleaning in and around the spreader structures. Next, he informed the Board he pulled the drainage plans for the adjacent community Hidden Lake, and confirmed the ponds are interconnected and drain towards the south, not towards the haul road ditch. Lastly, Mr. Yuro reported his firm has come up with a draft design for Dream Finders to look at regarding the Amelia Concourse berm project for which Dream Finders has requested use of the haul road. Currently, it's looking like Dream Finders would need a 15- to 16-feet drainage easement.

Mr. Robinson stated that there are oil and diesel stains along Cherry Creek where the dump trucks parked during construction.

Docusign Envelope ID: 4D71546C-E5C6-4C20-9330-790624FB73B6

Mr. Yuro stated that Duval Asphalt has stated they would send someone out to look at the staining along with a slight dip at the southern end of the asphalt that he noticed.

D. District Manager – Update on the Fiscal Year 2025 Goals & Objectives

Mr. Laughlin reported that all goals and objectives adopted for fiscal year 2025 have been met. The completed form will be posted to the District's website.

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 the well is operational. He also stated that all vendors are doing well. Next, Mr. Dellinger informed the Board that he gets a lot of comments that one of the elliptical screens is unusable. He will provide quotes to replace the elliptical with a Stairmaster at a future meeting.

Mr. Robinson stated that the Board would need to consider the elliptical screen replacement proposals at a future meeting since the item was not on the agenda. He also stated that there is erosion occurring at ponds 16 and 17. Tigris has submitted a quote totaling $33,000 that staff needs to confirm includes repairs on both ponds. Staff will also work on obtaining additional quotes for this work. Next, Mr. Robinson asked Mr. Dellinger and Mr. Glynn to work with the well contractor on coming up with a maintenance plan for the well.

FIFTH ORDER OF BUSINESS Discussion of Fountain Maintenance

Mr. Robinson stated that there is not a good solution for all of the Otterbine fountains that need repairs as Sitex cannot do any warranty work. Future Horizons can do warranty work and was paid to repair fountain in Pond 2, which cost a little over $5,000, and it still does not work.

Mr. Dellinger stated that he believes Future Horizons is repairing the fountain near the amenity center and the fountain at the end of Majestic Walk under warranty.

The Board directed Mr. Dellinger to get quotes from Solitude on replacing the fountains with alternate models.

SIXTH ORDER OF BUSINESS Discussion of Design Plans for Landscape Areas 41 and 42

Docusign Envelope ID: 4D71546C-E5C6-4C20-9330-790624FB73B6

Plans provided by resident Scott Smith were included in the agenda package for the Board's review. Proposals were provided to the Board at the meeting. Mr. Laughlin noted the proposals would be revised to correct some of the plant selections and added to the next agenda for further consideration.

Ms. Murphy stated that Scott Smith estimated the landscaping work to accomplish the plans included in the agenda package should cost around $39,000, however, the proposals came in much higher.

SEVENTH ORDER OF BUSINESS **Discussion of Survey for Community Input on FY26 and FY27 Capital Reserve Fund**

The Board discussed sending a survey to get resident feedback on future capital improvements. Mr. Robinson stated that he would come finalize a list of potential projects to be presented at the next meeting for further discussion before the survey is issued.

Ms. Henley stated that her firm would like to add some public records language to the document before it is sent.

EIGHTH ORDER OF BUSINESS **Consideration of Resolution 2026-01, Authorizing Spending Authority**

Ms. Henley stated that the resolution includes the same dollar amounts that were presented at the last meeting, which would give the District Manager approval of up to $2,500, the Chair approval up to $10,000, and the District Manager and Chair together approval up to $25,000. The resolution was revised to state that the interim expenses would be put on the next agenda for ratification instead of approval, and it also says if there is an emergency circumstance in which no contact can be made with anyone, the District Manager or Chair could authorize up to $25,000 alone.

On MOTION by Mr. Jentz seconded by Mr. Cook with all in favor Resolution 2026-01, authorizing spending authority was approved.

NINTH ORDER OF BUSINESS **Consideration of Resolution 2026-02, Adopting Revised Amenity Policies**

Ms. Henley reminded the Board that her firm was asked to revise the policies and initiate a discussion on what the Board does and does not want to allow in common areas after a discussion on the use of a ham radio on District property. The policies state that no structures can

Docusign Envelope ID: 4D71546C-E5C6-4C20-9330-790624FB73B6

be erected on District property, unless permission is granted by the District. If that permission is granted, the District would require the structure be completely secured to prevent injuries or property damage.

Mr. Jentz asked what the process would be for permission to be requested.

Ms. Henley responded that normally the request would be presented at a board meeting, however it can be set up to where someone can fill out an application and authority can be delegated to someone to approve the requests between meetings. Any long-term request would need board approval.

There were multiple questions regarding alcohol use. Ms. Henley noted that the possession, use, and/or consumption of alcohol is not permitted on District-owned property (except for alcoholic beverages approved for special events). Alcohol is not to be served or sold on District property absent prior approval by the District. If a request is made, the Board can consider the request and could require the requestor be covered by their own insurance for the event.

> On MOTION by Mr. Cook seconded by Ms. Murphy with four in favor and Mr. Jentz opposed, Resolution 2026-02, adopting revised amenity policies was approved 4-1.

TENTH ORDER OF BUSINESS **Discussion of Pond Maintenance**

Mr. Jentz reminded the Board that a resident raised concerns about the chemicals being used in the ponds being detrimental to the local bees. Mr. Jentz came up with a few options, with the goal being to reduce the use of pesticides, herbicides and fertilizers and possibly reduce the amount of watering for CDD owned property. The options include changing the way the pond banks are mowed, changing the plants around the ponds and periodically checking with the pond maintenance vendor to see if new chemicals have become available that reduce environmental impact. He noted this is a work in progress and there is no action to be taken at this time.

Mr. Laughlin added that the county suggested looking at the Amelia Island Plantation community as they have a very Florida-friendly and environmentally friendly plan in place, however they canceled the ride-through staff had scheduled with them.

ELEVENTH ORDER OF BUSINESS **Audience Comments**

Jim Watson stated that he is the beekeeper in the community and thanked the Board for looking into the use of chemicals. Mr. Jentz suggested he attend the HOA meeting and help educate the other residents on how they can help as well.

Next, Jim Watson commented that he's noticed when a fountain is out it seems like fishing line has caused the damage. Mr. Robinson stated that there is a fishing policy in place, and it could be modified, however it's not going to stop everyone from fishing.

Dennis Carrow commented that he thinks the Board needs to set a monetary limit, regardless of the scope of projects, and require a mandatory bid process as it makes sense business-wise. He also commented that Supervisor Cook had a great point on why an inspection by the District Engineer during the roadway project should have been done and that inspection should have been required.

Don DeCanio asked how often the Sheriff's Department is doing traffic control. He also stated that some invoices list eight hours of patrolling in one day. Mr. Laughlin stated that the officers clock in and out and they have a GPS system that tracks them. They work within a budgeted amount set by the District ($12,000).

Peter Ness stated that resolving the flooding issue is by far the most important project. He also asked for contact information for the water management district and copies of the information they've provided.

John Lescanec asked about installing lights on the pickleball courts and also asked that something be posted on the website to inform residents how they can make requests for community projects. He also commented on speeding being an issue in the community and questioned why speed bumps couldn't be installed instead of paying for patrols from the Sheriff's Office.

Mr. Robinson stated that the Board can discuss speed bumps. Mr. Laughlin stated that residents can contact him or can contact the Board directly to submit project requests. All contact information is on the District's website.

Will Knudsen asked what can be done to consolidate the entire community to using one waste company to cut down on truck traffic. Mr. Laughlin stated that the CDD has no authority over that.

TWELFTH ORDER OF BUSINESS Supervisor Requests

Docusign Envelope ID: 4D71546C-E5C6-4C20-9330-790624FB73B6

Mr. Robinson stated that a resident sent an email to all the board members on October 8th regarding various issues, including stop signs, stained curbing, moving the shed, and bare grass patches, and asked that an item be placed on the next agenda to discuss the items further.

Mr. Swan asked if the sloping in the roadway could be causing the issue with standing water where the staining is. Mr. Yuro responded that he will look into the sloping.

Mr. Robinson questioned if additional core testing will be needed.

THIRTEENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – November 18, 2025 at 2:00 p.m. at the Amelia Walk Amenity Center

FIFTEENTH 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