

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, June 16, 2026, 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
Steve Cook	Supervisor
David Swan	Supervisor
Lynne Murphy	Supervisor

Also present were:

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

The following is a summary of the discussions and actions taken at the June 16, 2026 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

Linda Kristoff commented that the table, furniture, and deck are dirty and the furniture has holes in it.

Will Knudsen stated that there are still sprinklers running at times they should not be.

Connie Philipp asked the Board to consider if the dog park will impact the District's insurance cost.

Don DeCanio asked that the Board stop the use of rocks when landscaping improvements are done as they do not look natural. Next, Mr. DeCanio commented that he cannot believe a dog

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park and pétanque court are being considered when there are still flooding issues throughout the community, sidewalks that need repaired, and depressions in the roadway.

William Biello stated that there are a few culverts that could collapse and become a liability, there are a lot of sidewalk issues, and the tree roots need to be mitigated long-term, and there are water issues that need to be looked at. He asked the Board to consider where it's necessary to spend funds. Lastly, Mr. Biello commented that a dog park is a liability.

Mr. Laughlin stated that the insurance company has confirmed there will not be additional insurance expenses added if a dog park were constructed.

THIRD ORDER OF BUSINESS

Consent Agenda

A. Minutes of the May 19, 2026 Meeting

B. Financial Statements as of May 31, 2026

C. Check Register

Copies of the minutes, financial statements and check register totaling \$104,571.49 were included in the agenda package for the Board's review.

On MOTION by Mr. Cook seconded by Mr. Swan with all in favor the consent agenda was approved.

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.

Mr. Robinson asked when the mulch would be installed.

Ms. Mabus responded that she would bring a proposal for mulch back to the next meeting.

2. Irrigation Reports

Copies of the latest irrigation inspection reports, and a proposal for an irrigation system repair were included in the agenda package for the Board's review.

Mr. Glynn stated that he has asked the North Florida division of BrightView to adopt the procedures they use in South Florida in which they provide pictures wet test results.

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On MOTION by Mr. Robinson seconded by Mr. Swan with all in favor the proposal from BrightView totaling \$2,073.06 was approved.

Mr. Robinson asked if the landscape teams can work backwards starting in Phase 5 for their maintenance schedule as there are complaints of areas being missed.

B. District Counsel

Ms. Henley reminded the board members to fill out their Form 1 by July 1st.

Ms. Murphy asked if Ms. Henley could comment on the ordinance changing the regulations for e-bikes.

Ms. Henley responded that she would look into the ordinance but noted the Sheriff's Office would still be the entity responsible for enforcement.

C. District Engineer – Discussion on Dream Finders / Amelia Concourse Haul Road

Mr. Yuro stated that he is reviewing draft plans for the Amelia Concourse Phase 3 drainage that he expects to send to Dream Finders a few days following the meeting and then would send the plans to the county for approval.

Mr. Robinson suggested a few options including conditional approval of a 17-foot easement on the haul road trail. The three conditions that must be met is the Amelia Concourse CDD must enter into an annual cost share agreement with Amelia Walk CDD for drainage swale maintenance, Dream Finders must pay \$500,000 to Amelia Walk for providing the easement, and all legal expenses incurred to Amelia Walk CDD related to this project must be paid by Amelia Concourse CDD. Option two would be a form rejection of the easement request by Dream Finders.

Mr. Yuro recommended allowing the easement up to 17-feet, rather than just saying 17-feet as there is a chance it could be reduced.

Mr. Cook asked that any other existing easements in the project area be confirmed by Dream Finders at their cost.

On MOTION by Mr. Cook seconded by Mr. Swan with all in favor authorizing an easement up to 17-feet on the haul road to Dream Finders Homes was approved subject to a payment of \$500,000 to Amelia Walk CDD, all legal expenses being covered, and a cost share

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agreement with Amelia Concourse CDD for annual drainage swale maintenance.
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Mr. Yuro stated that he is still working on the Sagamore Court project. The contractor does not feel the project is worth doing in phases due to mobilization costs. If the nearby residents would be willing to agree to an easement to install a pipe, it would eliminate most of the issues with the roadway, would provide for one manhole in the grass strip behind the sidewalk, and would greatly reduce the cost of the project.

Mr. Cook suggested having Mr. Yuro investigate going from the area that collects the water northwest, across the driveways of the two houses into the conservation area on the far side.

The Board directed Mr. Yuro to request additional proposals for review at the July meeting.

William Biello recommended also looking at a shallow well lift pump system as a permanent solution.

Mr. Cook stated that a Champlain homeowner has complained of dips in the pavement and driveway. He asked Mr. Yuro to inspect the area and report back.

Don DeCanio asked if Mr. Yuro had an update on the pothole that was repaired in the middle of a depression at 85515 Fall River Parkway.

Mr. Yuro stated that he would look into it.

Mr. Robinson asked Mr. Yuro to be very specific in the upcoming annual engineer's report as it pertains to any depressions in the roadways and erosion on pond banks.

D. District Manager

Mr. Robinson stated that ducks and geese are destroying the grass and causing erosion issues. Residents feeding the wildlife are exacerbating the issue. He asked what can be done to deter the geese and to deter residents from feeding the wildlife.

Ms. Henley responded if the person feeding the wildlife can be identified, a letter can be sent to residents bordering the ponds warning them not to feed the wildlife and the costs of erosion repair can be passed onto the person feeding the geese in the area.

William Biello recommended prohibiting fishing in the community to help with the gator issue.

The Board directed staff to bring a quote from Goose Masters back to the next meeting for consideration.

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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 there is an issue with the fountain in pond 15. He is working on get quotes for repair or replacement.

Mr. Robinson stated that the pergola was found to have wood rot and likely needs to be completely rebuilt.

FIFTH ORDER OF BUSINESS**Discussion of Suspension of Amenity Privileges**

Mr. Laughlin stated that a homeowner was found to be using their home as a vacation rental, and advertised that the renters could use the amenities, which is not allowed per the District’s policies. The use of amenity facilities is limited to paying guests and patrons. Patron includes a tenant occupant or individual maintaining his or her residence pursuant to a valid rental agreement. The resident was informed on June 26, 2026 that they would be suspended until the date of the meeting and the Board would determine if that suspension should be extended or lifted. The resident has apologized and removed the advertisement from the listing.

On MOTION by Mr. Robinson seconded by Ms. Murphy with all in favor extending the suspension of amenity privileges for 30 days from June 16, 2026 was approved.

Ms. Henley noted a letter would be sent to the household letting them know what the Board’s decision was.

SIXTH ORDER OF BUSINESS**Consideration of Proposals for Landscape Improvements to Area 42 and 43**

Mr. Laughlin presented a proposal from Duck Duck Rooter to install a water main should irrigation be needed for the landscape improvements that are installed in areas 42 and 43. The proposal totals \$9,661.11. It was noted no action is needed until JEA approves a new meter install.

SEVENTH ORDER OF BUSINESS**Consideration of Proposals for Entry Landscaping**

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Mr. Laughlin stated that a proposal from BrightView to add some shrubbery was just received in the amount of \$1,648. The proposal will be added to the agenda for the next meeting.

Mr. Robinson asked for more quotes to be obtained.

EIGHTH ORDER OF BUSINESS

Discussion of School Bus Stop Area – Landscaping Project Scope

This item was tabled to the next meeting.

NINTH ORDER OF BUSINESS

Discussion of Installing Dog Park

Mr. Cook suggested dropping this project as there does not seem to be community support.

TENTH ORDER OF BUSINES

Consideration of Proposals for Installing Pétanque Court

This item will be added to the next agenda as there were no proposals to consider at that time.

Mr. Swan asked if there is community interest.

A resident responded that he asked if there would be interest on the community Facebook page, and there did appear to be supporters.

Mr. Robinson stated that a survey could be put out to the community to gauge interest.

ELEVENTH ORDER OF BUSINESS

Discussion on Other Capital Projects and Funding for FY27

Mr. Robinson gave a presentation of the latest capital projects funding plan.

TWELFTH ORDER OF BUSINESS

Consideration of Policy for Easement Access Requests

Ms. Henley stated that the policy presented is for general use of District property, not specific to easements. The policy would allow for driveway extension requests to be approved outside of meetings. The policy requires the requestor submit a written request to the District Manager, or his or her designee, at least 30 days prior to commencing use of District property. It also notes that at the end of the project, staff will conduct an inspection of the area to ensure there has been no damage to District property and that any damage done will be restored. It was noted HOA approval is still needed for all proposed projects.

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Mr. Cook commented that he felt an additional policy was unnecessary.

On MOTION by Mr. Robinson seconded by Ms. Murphy with three in favor and Mr. Cook opposed, Resolution 2026-07, adopting a policy for use of District property was approved.

THIRTEENTH ORDER OF BUSINESS Consideration of Resident Request to Extend Driveway

A rendering of the proposed extension, and the survey of the property was presented to the Board for their review.

On MOTION by Mr. Swan seconded by Mr. Robinson with all in favor the driveway extension request was approved.

FOURTEENTH ORDER OF BUSINESS Consideration of Proposal for Additional Amenity Center Landscaping and Drainage

Mr. Dellinger informed the Board that there were a few items that came up after the Coastal Greenery did a walk-through prior to starting their work on the amenity center landscaping. It was recommended to remove the tall juniper and replace it with sod for a better street view when leaving the amenity center. Additionally, there are three downspouts around the amenity center that are pouring water around the foundation and there is evidence of erosion. It is recommended that French drains be connected to each down spout. The total proposal is \$4,621.86.

On MOTION by Mr. Robinson seconded by Mr. Swan with all in favor the proposal from Coastal Greenery totaling \$4,621.86 was approved.

FIFTEENTH ORDER OF BUSINESS Audience Comments

Buddy Price commented that if Dream Finders agrees to pay the District \$500,000 for the haul road easement, that the Board should consider using the funds to pay off a portion of the bonds for the road repairs.

Don DeCanio asked if the District has an opinion on what vegetation could get planted during driveway easement work.

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Mr. Laughlin responded that nothing should be installed on District property without prior approval.

SIXTEENTH ORDER OF BUSINESS Supervisor Requests

Ms. Murphy suggested an annual walk through and deep cleaning of the amenity center on top of regular cleanings. Next, Ms. Murphy relayed a resident request for a spring and fall cleanup in which there would be access to a large dumpster.

Mr. Cook stated that the land around the discharge side of the culver that goes under Majestic Walk is higher than the culvert, so it may need to be dug out.

Mr. Robinson asked staff to coordinate the digging out of the culvert with Critter Pro. Next, Mr. Robinson congratulated the general election candidates and asked that an e-blast be put out regarding the election.

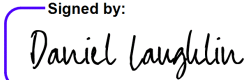
Connie Philipp recommended against allowing use of a dumpster as people may dump stuff they should not be.

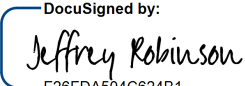
SEVENTEENTH ORDER OF BUSINESS Other Business

There being none, the next item followed.

EIGHTEENTH ORDER OF BUSINESS Next Scheduled Meeting – July 21, 2026 at 6:00 p.m. at the Amelia Walk Amenity Center**NINETEENTH ORDER OF BUSINESS Adjournment**

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

Signed by:

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Secretary/Assistant Secretary

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Chairman/Vice Chairman