

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 15, 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
Red Jentz	Vice Chairman
David Swan	Supervisor
Lynne Murphy	Supervisor
Steve Cook	Supervisor

Also present were:

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

The following is a summary of the discussions and actions taken at the September 15, 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

There being no comments, the next item followed.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Minutes of the August 18, 2026 Meeting
- B. Financial Statements as of August 31, 2026
- C. Check Register

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Copies of the minutes, financial statements and check register totaling \$40,276.99 were included in the agenda package for the Board's review.

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.

B. District Counsel

There being nothing to report, the next item followed.

C. District Engineer

Mr. Yuro reported that the contractor did a good job on the structure and pipe installation at Sagamore Court, however the restoration of the site needs to be corrected.

The Board directed Mr. Dellinger to get proposals for making road repairs recommended in the annual District Engineer's report presented at a previous meeting,

D. District Manager

Mr. Laughlin informed the Board that GMS is looking to separate their onsite management services under a different company than the company that provides the district management services for insurance purposes. The onsite management and maintenance services would transfer to CALM III, LLC and there would be no change to the fees or services.

On MOTION by Mr. Jentz seconded by Ms. Murphy with four in favor and Mr. Swan opposed, transferring the onsite management and maintenance services to CALM III, LLC was approved subject to the agreement being reviewed by the Chair and District Counsel.

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E. Amenity / Field Operations Manager**1. Report**

A copy of the amenity and field operations report was included in the agenda package for the Board's review.

The Board directed Mr. Dellinger to get quotes to install surge protection for the amenity facility.

2. Proposal for Changing Amenity Center Breezeway Chandeliers to Fans

Mr. Dellinger presented the proposal from Peacock to remove the chandeliers and install new switches and wiring totaling \$980.

On MOTION by Mr. Jentz seconded by Mr. Robinson with all in favor the proposal from Peacock for installation costs totaling \$980 was approved.

On MOTION by Mr. Robinson seconded by Mr. Cook with all in favor purchasing two fans at an amount not to exceed \$1,200 was approved.

Next, Mr. Dellinger informed the Board there are some cracks in the pool coping that he will look into getting repaired under a warranty if possible. He also provided an estimate for a motor to be replaced in a fountain due to a plastic bag getting caught in it. Mr. Jentz asked Mr. Dellinger to see if the fountain maintenance vendor could provide a cage to protect items from getting caught in the motor.

FIFTH ORDER OF BUSINESS**Consideration of Landscape Proposals for Areas 35 and 36**

This item was tabled as the proposals had not yet come in.

SIXTH ORDER OF BUSINESS**Discussion of Area 45 Landscaping**

A proposed landscape plan for area 45 was included in the agenda package for the Board's review. Mr. Robinson noted a water source needs to be identified.

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SEVENTH ORDER OF BUSINESS

Discussion of Landscape, Irrigation, Fertilization, Pest, and Weed Control Maintenance Contract Specifications for RFP

Mr. Laughlin stated that the contract with BrightView is up in July, so a request for proposals will need to be issued soon.

The Board discussed the RFP process. Mr. Jentz asked to look into keeping BrightView on a month-to-month basis to avoid switching landscape vendors in July.

This item was tabled.

EIGHTH ORDER OF BUSINESS

Discussion of Pond Maintenance Specifications for RFP

A proposed scope for pond maintenance services was presented to the Board for their review. Mr. Robinson recommended looking into Littoral plantings to absorb extra nitrogen and phosphorous. He also asked that a pond maintenance report be published for the community to see.

Mr. Jentz stated that use of non-chemical methods should be tested for a longer period, such as raising the mower decks to allow for natural filtration of runoff.

The scope will be restructured and brought back to the next meeting. This item was tabled.

NINTH ORDER OF BUSINESS

Audience Comments

Linda Kristoff commented on the need for improved cleanliness in the outdoor area of the amenity facility.

Mr. Laughlin stated that the pavers are scheduled to be pressure washed once the drought restriction has been lifted. Staff will look at pricing for janitorial service for the outdoor areas.

TENTH ORDER OF BUSINESS

Supervisor Requests

Mr. Robinson stated that a resident request was received by email for the board to consider putting no parking signs on the entire roundabout.

Next, Mr. Robinson stated that a sketch for a potential parking lot was included in the previous month's meeting agenda package, and the cost was estimated to be \$330,000. He recommended sending a survey to gauge resident interest as it would take several years' worth of saving for the project.

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Mr. Cook suggested looking at the area next to the playground for an additional parking area.

ELEVENTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS

**Next Scheduled Meeting – October 20, 2026 at
2:00 p.m. at the Amelia Walk Amenity Center**

THIRTEENTH ORDER OF BUSINESS

Adjournment

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

Daniel Laughlin

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Secretary/Assistant Secretary

DocuSigned by:

Jeffrey Robinson

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Chairman/Vice Chairman