

MINUTES OF MEETING

**AMELIA NATIONAL COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING MINUTES**

Monday, April 10, 2023, 11:30 AM

95211 Clubhouse Road, Fernandina Beach, FL, 32034

Board Members present:

Stephen Kearney	Chairperson
Jean Stanley	Assistant Secretary
Julie Stola	Assistant Secretary
Vance Renfro	Assistant Secretary
Ron Hebron	Assistant Secretary

Also present in person or via phone:

Vivian Carvalho	District Manager- PFM Group Consulting LLC	(via phone)
Venessa Ripoll	District Manager- PFM Group Consulting LLC	
Kwame Jackson	Assistant District Manager- PFM Consulting	(via phone)
Katie Buchanan	District Counsel- Kutak Rock LLP	
Dee Belet	Field Manager- Leland Management, Inc.	
Amy Champagne	PFM Group Consulting LLC	(via phone)
Various Audience Members		

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

Ms. Ripoll called to order at 11:33 a.m. the Amelia National CDD Board of Supervisors' meeting in which roll call was initiated. Those in attendance are listed above.

Public Comment Period

Ms. Hebron gave her thanks to the Board for their participation in the Sunshine Laws training.

SECOND ORDER OF BUSINESS

General Business Matters

**Consideration of the
Minutes of the January 9,
2023, Board of Supervisors'
Meeting**

The Board reviewed the minutes. A minor change will need to be made, Ms. Belet was present and not on the phone.

ON MOTION by Mr. Kearney, seconded by Ms. Stanley, with all in favor, the Board approved the Minutes of the January 9, 2023, Board of Supervisors Meeting.

Consideration of Resolution 2023-04, Approving a Preliminary Budget for Fiscal Year 2024 and Setting a Public Hearing Date [Suggested Date, August 14, 2023]

The Board reviewed the line items from the presented preliminary budget with Ms. Champagne and had some comments concerning items that had a price change from last year like aeration, landscape, lighting, reserves. There were some lengthy discussions about certain line items that had issues in the previous year.

ON MOTION by Mr. Kearney, seconded by Mr. Renfroe, all in favor, the Board approved Resolution 2023-04, Approving a Preliminary Budget for Fiscal Year 2024 and Setting a Public Hearing Date for August 14, 2023 at 11:30 a.m.

Discussion of Effluent Water from JEA

Mr. Kearney stated that as of now, there is a quote to put aeration water into pond 3 which directly connects to pond 2, but believes that since there are no homes around pond 3, they should not bother with putting effluent water in that pond. He proposed that the aeration water be put in ponds 13 and 14 instead since they're connected. There was some discussion of leaves clogging the drains and homeowners saying that the clean up is the association's responsibility. Ms. Buchanan suggested reaching out to the POA to enforce the responsibilities of the residents on behalf of the CDD. They decided that attorney letters should be sent to vendors and residents that have been identified as causing damage to the community.

Discussion of Wildlife in Ponds

There was a lengthy discussion of how to go about taking care of the alligators that have been found in the ponds throughout the community. Information concerning coexisting with alligators in the area will be posted to the website for residents to view. The board

agreed with Florida Fish Wildlife recommendation that alligators is deemed a nuisance if its at least 4 feet in length and the caller believes it poses a threat to people, pets or property. If you see an alligator at least 4 feet in length to contact Dee Belet and she will contact Nuisance Alligator Hotline

**Update on Lighting for the
ANGCC Entry Corridor**

Mr. Renfroe provided an overview of the status of the lighting for the entry corridor. There was mention of homeowners wondering if lights are kept up year-round, what would be done for the holidays. A suggestion was made to keep the lights hung up but turned off unless it's during certain holidays.

ON MOTION by Mr. Kearney, seconded by Ms. Stola, with all in favor, the Board approved keeping lights on for the 4th of July, Thanksgiving, Christmas, and New Year's.

**Ratification of Payment
Authorizations 172 – 183**

The Board reviewed the payment authorizations.

ON MOTION by Ms. Stola, seconded by Ms. Stanley, with all in favor, the Board ratified Payment Authorizations 172 – 183.

**Review and Consideration
of District Financials**

The Board reviewed the District Financials. No further action was required by the Board at this time.

Mr. Renfroe stated that they would work on collecting bids for lights for the next meeting and will be sent to Mr. Hebron.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No report.

District Engineer – Not present.

District Manager – Ms. Ripoll stated that the next meeting is scheduled for May 8, 2023 at 11:30 a.m.

Field Manager – Ms. Belet mentioned that 2 valve will need to be replaced at the Guard Gate Center, she asked for approval to proceed for the repair done by Martex Irrigation for \$1,450.

ON MOTION by Ms. Renfroe, seconded by Ms. Stola, with all in favor, the Board approved to proceed for the repair done by Martex Irrigation for \$1,450.

Ms. Belet mentioned that there is a dead tree in Tract C behind 9266 Amelia National Parkway, she had received two different bids from the Greenery Martex for \$1,305 and Lucas Trees for \$500. Lucas Trees said they would cut the tree and leave it in the conservation area.

ON MOTION by Ms. Kearney, seconded by Ms. Stola, with all in favor, the Board approved the bid of \$500 from Lucas Trees for their services.

Ms. Belet mentioned the need for pressure washing in the common areas, she received two different bids from Shark Pro for \$4,300 and Krystal Clean for \$3,130.88. The Board stated that they would only want the sidewalks completed. Krystal Clean was at \$700 with an addition \$275 from JAE to provide a water source. The Board agreed not to exceed \$1,000

ON MOTION by Ms. Kearney, seconded by Ms. Stola, with all in favor, the Board approved going forward with a contract with Krystal Clean with a not to exceed amount of \$1,000.

The Board decided to wait until the August meeting to gather aeration bids for ponds 13 & 14.

**Audience Comments and
Supervisor Requests**

There were no additional comments at this time.

FOURTH ORDER OF BUSINESS

Adjournment

There was no additional business to be discussed. Ms. Ripoll requested a motion to adjourn.

ON MOTION by Ms. Stola , seconded by Mr. Kearney, all in favor, the April 10, 2023, Board of Supervisors Meeting of the Amelia National CDD was adjourned at 1:46 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson

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