

MINUTES OF MEETING

AMELIA NATIONAL COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS' MEETING MINUTES

Monday, April 13, 2026, 11:30 AM

95211 Clubhouse Road, Fernandina Beach, FL, 32034

Board Members present:

Stephen Kearney	Chairperson
Vance Renfroe	Vice Chairperson
Julie Stola	Assistant Secretary
Ron Hebron	Assistant Secretary
Fred Phelleps	Assistant Secretary

Also present in person or via phone:

Venessa Ripoll	District Manager - PFM Group Consulting LLC	
Gazmin Kerr	ADM - PFM Group Consulting LLC	(via phone)
Jennifer Glasgow	District Accountant - PFM Groups Consulting LLC	(via phone)
Kiara Cuesta	District Accountant - PFM Groups Consulting LLC	(via phone)
Dan Lewis	District Counsel – Persson, Cohen, Mooney, Fernandez, and Jackson, P.A.	(via phone)
Neal Brockmeier	District Engineer – Prosser, Inc.	(via phone)
Jadiz Marshall	HOA – Leland Management, Inc.	
Kelly White	ICI Homes	(via phone)
Mike Veazey	ICI Homes	(via phone)

Various audience members

FIRST ORDER OF BUSINESS

Organizational Matters

Call to Order and Roll Call

Ms. Ripoll called to order the Amelia National CDD Board of Supervisors' meeting at 11:31 a.m. and confirmed quorum with roll call. Those in attendance are listed above.

Ms. Ripoll noted there will be a workshop at the next meeting on June 8, 2026, and there will be a public comment period.

Public Comment Period

A resident commented regarding the perimeter fence and questioned if there would be a special assessment for that project. She also noted that last week a minor came through the tree line and started fishing on Pond 5. Mr. Kearney noted the perimeter fence is not a CDD project, it is an POA or golf course project. It was noted there has not been a definitive decision regarding the fencing.

A resident commented regarding the 30-year term of the CDD and the bond payoff. It was noted the bond payoffs are 30 years from 2004 and 2006. The CDD will not be automatically terminated at that time, as it is continuous.

Mr. Lewis gave an overview of the CDD entity.

A resident commented regarding the status of the back gate. It was noted that is a Developer issue, not a CDD issue. Mr. Veazey noted the gate should be completed by the end of the month and will allow for construction access from 7:00 a.m. to 5:00 p.m.

A member of the public, Mr. Schwartz, noted he is representing the pond management proposal from Florida Waterways Inc. and gave an overview of the proposal.

There were no further public comments at this time.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of the:

- a. February 9, 2026, Board of Supervisors' Workshop Meeting**
- b. February 9, 2026, Board of Supervisors' Meeting**

The Board reviewed the minutes.

It was noted there were spelling errors on page 6 and page 11 of the Workshop Meeting minutes.

ON MOTION by Ms. Stola, seconded by Mr. Renfroe, with all in favor, the Board approved the February 9, 2026, Board of Supervisors' Workshop Meeting, and the February 9, 2026, Board of Supervisors' Meeting, as amended.

THIRD ORDER OF BUSINESS

Vendor Report

District Engineer

- a. Update of Pond 23 and Wild Cherry Project**

Mr. Brockmeier gave an update on Wild Cherry Drive and Pond 23. It was noted a control structure has been modified to accommodate a 2-stage weir for lower and higher elevation. The scope of work has been deemed complete, and the ponds are now operating at the level per the permit conditions.

Mr. Brockmeier noted the Wild Cherry corrections are being reviewed by the Developer and evaluations are being gathered. It was noted the contract has to be agreed upon within the next week.

There was brief discussion regarding the curb and gutters. It was noted that those areas will be a part of the evaluation.

A resident commented regarding the deterioration on Wild Cherry. It was noted that resident communication will be sent out once evaluation results have been received.

Mr. Phelleps noted there are three locations on Bermuda that are causing depression and sink issues. Mr. Phelleps will follow up with Mr. Brockmeier.

A resident commented regarding evaluating beneath the road culverts and how often that takes place. It was noted the inspections take place every five years but can be reviewed earlier at a cost to the District.

There was discussion regarding the culverts and inspections. It was noted most of the culverts have a life span of 50 years. There needs to be budget planning done in order to include additional inspections.

Mr. Hebron requested a review of what was previously completed by the District Engineer in order to have a data report.

The Board requested a recommended inspection schedule of what has been completed and what the future schedule should be. The District Engineer will provide a proposal at the next Board meeting.

There was brief discussion regarding the previous work completed and the frequency of those inspections.

Mr. Kearney noted the new map shows pond ownership with some of the ponds being half owned by the golf course while others that are next to the golf course are not. It was noted this is based on the County's property appraiser.

FOURTH ORDER OF BUSINESS

Business Matters

Update of Fountain Installation

Mr. Veazey gave an update regarding the fountain location on Pond 8. It was noted there are anemometers that gauge wind and will shut down the fountain if needed.

It was noted the fountain has already been installed on Pond 9 and only needs electricity. The pond level is not an issue at this time.

There was brief discussion regarding the hold harmless agreement related to the fountains that have been drafted. It has been noted that it will need to be signed by the golf club.

ON MOTION by Ms. Stola, seconded by Mr. Kearney, with all in favor, the Board approved the Fountain Installation at Pond 8, subject to the anemometer and Hold Harmless Agreement.

Review and Consideration of Proposals for Pond 17

Mr. Kearney gave an overview of Pond 17 and noted fencing has been approved, although it is not within budget. District Management has recommended a natural Viburnum hedge instead of fencing. Two proposals have been provided.

Mr. Kearney gave an overview of the proposals.

Mr. Phelleps noted the Viburnum will require additional maintenance and recommended the fence.

Mr. Hebron noted the fence provides security but is costly.

There was brief discussion regarding the maintenance cost and the budget. It was noted the landscaping vendor will be mowing that area.

A resident noted the Viburnum provides an appropriate barrier.

There was discussion regarding the wire fence versus barbed wire and potential liability issues.

There was also brief discussion regarding the fence being cut by the golf course. It was noted this was done by a vendor.

A resident recommended installing holly instead of Viburnum.

ON MOTION by Ms. Stola, seconded by Mr. Renfroe, with Mr. Phelleps and Mr. Hebron opposed, and all others in favor, the Board approved the seven gallon Viburnum hedges with three feet centers Proposal for Pond 17 with no barbed wire.

It was noted this will be taken from contingency.

There was brief discussion regarding pond liability. It was noted that any owner could be liable.

It was noted there are also alligators at some of the ponds. Mr. Kearney recommended calling District Management to have the alligator removed.

Review and Consideration of Pond Maintenance Proposals

Mr. Phelleps gave an overview of the four pond maintenance proposals. He recommended Future Horizons and noted they were a previous pond vendor. It was noted there has to be a budget for emergency pond expenses and materials.

There was discussion regarding the proposal costs and scope of work. It was noted there are multiple a la carte expenses that happen throughout the year.

Mr. Phelleps gave an overview of Future Horizons and their work in other communities. He recommended switching when the contract ends with Lake Doctors.

Ms. Ripoll noted the termination clause requires 30-day notice.

It was noted this scope of work has been reviewed by the Board.

ON MOTION by Mr. Kearney, seconded by Ms. Stola, with all in favor, the Board approved Pond Maintenance Proposal from Future Horizons.

ON MOTION by Mr. Kearney, seconded by Ms. Stola, with all in favor, the Board authorized District Management to terminate Lake Doctors by written 30-day notice.

Mr. Kearney thanked Mr. Phelleps for all his work on the project.

Review of Amelia National CDD Map

The Board reviewed the Amelia National CDD map.

There was brief discussion regarding pond ownership.

Mr. Kearney gave an overview of the pond and road ownership based on the map. It was noted all items have not been turned over to the District.

Mr. Brockmeier gave an overview of the pond ownership. It was noted there are certain ponds that have multiple owners and the newer areas have not yet been platted. It is recommended that the ponds that have not been platted be turned over to the CDD by the golf course in the future.

There was discussion regarding turning over the ponds to the CDD.

Mr. Brockmeier gave an overview of the platting process.

Ms. White noted those acquisitions are on the agenda, but the preliminary platting process has already been completed due to time constraints.

Mr. Hebron also noted he has questions related to the landscaping part of the map.

A resident commented regarding water ownership and liability.

Consideration of Resolution 2026-04, Designating Board Member Seats for the Upcoming General Election 2026

This item was deferred.

Discussion Regarding Engineering Services

This item was deferred.

Review and Acceptance of Fiscal Year 2025 Audit Report

This item was deferred.

Review and Consideration of Acquisition of Improvements for Phase One-C Segment and One-D Segment 2A Improvements

This item was deferred.

Review and Consideration of the Arbitrage Rebate Engagement Letter for Series 2006A Capital Improvement Revenue Bonds with GNP Services

This item was deferred.

Update on Pond Maintenance

This item was deferred.

**Ratification of Payment
Authorization Nos. 319-328**

This item was deferred.

**Review and Consideration of
District Financials**

This item was deferred.

FIFTH ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – No report.

District Manager – No report.

Field Manager –

- **Work Order Spreadsheet**
No report.

**Audience Comments and
Supervisor Requests**

There were no audience comments or supervisor requests at this time.

SIXTH ORDER OF BUSINESS

Continuance

Ms. Ripoll called for a motion to continue.

ON MOTION by Mr. Renfroe, seconded by Ms. Stola, with all in favor, the April 13, 2026, Board of Supervisors' Meeting of the Amelia National CDD was continued to April 27, 2026, at 11:30 a.m., at the current location.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson