MINUTES OF MEETING

AMELIA NATIONAL COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING MINUTES
Monday, June 8, 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 MS LLC	
Gazmin Kerr	PFM MS LLC	(via phone)
Jennifer Glasgow	District Accountant – PFM MS LLC	
Kiara Cuesta	District Accountant – PFM MS LLC	
Dan Lewis	District Counsel – Persson, Cohen, Mooney, Fernandez & Jackson, P.A.	(via phone)
Jadiz Marshall	HOA – Leland Management, Inc.	
Kelly White	ICI Homes	(via phone)

Various audience members in person

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 11:40 a.m. and confirmed quorum with roll call. Those in attendance are listed above.

Public Comment Period

There were no public comments at this time.

Letter From Supervisor of Elections – Nassau County

Ms. Ripoll noted that as of April 15, 2026, there are 954 registered voters within the District.

There was brief discussion regarding the General Election. It was noted if no one runs for the General Election, the Board can nominate. The current Board Seats carryover for 90 days.

SECOND ORDER OF BUSINESS — **Administrative Matters**

Consideration of the Minutes of the:

a. April 13, 2026, Board of Supervisors' Workshop Meeting

b. April 27, 2026, Continued Board of Supervisors' Workshop Meeting

The Board reviewed the minutes.

There was brief discussion regarding the maintenance agreements. Ms. Ripoll noted they were received from Ms. White.

It was noted the CDD is maintaining the front entrance gate, although not owned by the CDD.

There was discussion regarding the maintenance of the front entrance near the guardhouse. Mr. Lewis noted the CDD should only maintain the storm water and irrigation in that location.

Ms. White noted that the reason the CDD is maintaining improvements is because the 2004 project included the entry feature, the entrance, and the landscaping, which was funded by the bonds.

There was brief discussion regarding the access easement agreement and maintaining aesthetics.

Mr. Phelleps commented on follow up for the gutters and a quote for gutter repair. Mr. Renfroe noted he is doing a walkthrough today for the gutters with Neal and Ms. Ripoll noted District Management is still working on getting proposals.

ON MOTION by Mr. Kearney, seconded by Mr. Renfroe, with all in favor, the Board approved the Minutes of the April 13, 2026, Board of Supervisors' Workshop Meeting and the April 27, 2026, Continued Board of Supervisors' Workshop Meeting.

THIRD ORDER OF BUSINESS — **Vendor Report**

District Engineer

a. Update of Pond 23 and Wild Cherry Project

There was no update as the District does not currently have a District Engineer.

Ms. Marshall noted a scope of work is needed for a gutter proposal. Engineers will be assessing the issues this month. She will send an update to residents.

A resident noted that ECS was on property doing core drilling on Wild Cherry to monitor the water level. The resident noted he would like to accompany Mr. Renfroe on the gutter walkthrough.

This item will be kept on the agenda.

FOURTH ORDER OF BUSINESS **BUSINESS MATTERS**

Review of Amelia National CDD Map

Ms. Ripoll recommended having the new District Engineer review the map. The final map will be placed on the District website.

Mr. Hebron recommended adding the easements to the map.

This item will be kept on the agenda.

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

Mr. Lewis gave an overview and noted the CDD will eventually have to accept the acquisition.

Mr. Kearney noted the new District Engineer will work with District Counsel prior to accepting the improvements.

It was noted this is to release bond funds to pay for the improvements that have been completed.

There was brief discussion regarding the acquisition.

The Board requested a map of the acquisition. Ms. White will follow up.

This item will be kept on the agenda.

Consideration of Resolution 2026-04, Approving a Preliminary Budget for Fiscal Year 2026 and Setting a Public Hearing Date

Ms. Ripoll noted the recommended date for the Public Hearing is August 10, 2026, at 11:30 a.m., at the current location.

Mr. Kearney gave an overview of the budget, including all increases and changes. It was noted the budget will remain flat, only line items were adjusted.

Mr. Hebron gave an overview of the funds that have gone into the reserves.

There was discussion regarding funding the fence and completing a reserve study. It was noted a reserve study will need to be completed first.

The Board agreed to have the reserve study cost come out of the contingency fund.

ON MOTION by Mr. Hebron, seconded by Mr. Renfroe, with all in favor, the Board authorized District Management to get quotes for a Reserve Study and bring back to the August meeting.

There was brief discussion regarding the reserve study.

Ms. Ripoll reviewed resident questions that were previously received. It was noted the answers were given within the discussion.

Ms. Ripoll noted the budget can be decreased but cannot be increased. The assessments remain the same.

There was brief discussion regarding the Beaver Buster line item.

ON MOTION by Mr. Kearney, seconded by Mr. Renfroe, with all in favor, the Board approved Resolution 2026-04, Approving a Preliminary Budget for Fiscal Year 2026 and Setting a Public Hearing Date for August 10, 2026, at 11:30 a.m., at 95211 Clubhouse Road, Fernandina Beach, FL, 32034.

Review and Consideration of District Engineer RFP
a. Alliant Engineering Inc.

Ms. Ripoll gave an overview of the RFP process and noted only one proposal was received. Ms. Ripoll noted she currently works with Alliant Engineering Inc. in another District.

There was discussion regarding the proposal and cost.

ON MOTION by Mr. Phelleps, seconded by Mr. Renfroe, with all in favor, the Board approved the District Engineer RFP with Alliant Engineering Inc.

Review and Consideration of Holiday Lights Proposal

Ms. Ripoll noted this is the same company as previously used. The quote is for an amount of $4,440.00.

Mr. Kearney requested no ground lighting. It was noted Mr. Renfroe can do a walkthrough with the vendor.

It was noted that the guardhouse is a part of the POA. The POA uses the same vendor.

ON MOTION by Mr. Renfroe, seconded by Mr. Kearney, with all in favor, the Board approved the Holiday Lights Proposal, with no ground lighting and larger wreaths.

There was brief discussion regarding the wreaths.

Update on Pond Maintenance

Mr. Phelleps gave an update. He noted the new vendor was on site on June 4, 2026.

There is an issue with access to Pond 28-30. Mr. Phelleps requested the access easement for those ponds in order to notify the vendor. Mr. Renfroe will follow up.

Mr. Phelleps gave an overview of the weeds within the ponds.

Ms. Stola noted the golf course sprays herbicide around the ponds. Mr. Hebron will follow up.

Ratification of Payment Authorization Nos. 329-334

The Board reviewed the payment authorizations.

There was brief discussion regarding the website fees.

ON MOTION by Ms. Stola, seconded by Mr. Phelleps, with all in favor, the Board ratified Payment Authorization Nos. 329-334.

Review and Consideration of District Financials

The Board reviewed the District Financials through April 2026.

There was brief discussion regarding authorizing pond treatment outside of a meeting. It was noted any issues can be reported to District Management who will work with the Chair to get approval.

ON MOTION by Mr. Kearney, seconded by Ms. Stola, with all in favor, the Board approved the District Financials.

Staff Reports

District Counsel – Mr. Lewis will follow up with Ms. White regarding the agreement and will work on the new District Engineer's contract.

District Manager – Ms. Ripoll reminded the Board of the Form 1 deadline of July 1, which is completed online. The Board should have received email reminders.

Ms. Ripoll noted the next meeting is scheduled for August 10, 2026, and will include approval of the final budget.

Field Manager –

- **Work Order Spreadsheet**

Ms. Marshall noted there are no outstanding issues at this time.

Audience Comments and Supervisor Requests

Ms. Stola commented regarding the fence. Ms. Ripoll noted the last proposal, from Sterling, for the fence was in the amount of $19,170.00.

There was discussion regarding the fence. It was noted the fence proposal did not include a gate. The CDD would be responsible for maintaining landscaping.

Mr. Kearney noted the hedges are going to be installed, by Schuyler, in that location next week, but it can be canceled. The cost of the hedges with barbed wire and pump is $13,700.00.

There was brief discussion regarding the budget for funding this project.

ON MOTION by Mr. Phelleps, seconded by Ms. Stola, with Mr. Kearney opposed, and all others in favor, the Board authorized the cancellation of the hedge installation and approved the proposal from Sterling Specialties for the Aluminum Fence, with no gate, in the amount of $19,170.00.

There was brief discussion regarding the landscaping of the pond that is on Amelia Concourse. It was noted Victory will need to take over maintenance once the fence is installed.

Ms. Stola will work with Ms. Marshall and the landscape vendor on a walkthrough. J.C. will represent the residents on the walkthrough. Ms. Stola will also contact Ms. Stanley.

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

SIXTH ORDER OF BUSINESS **Adjournment**

Ms. Ripoll called for a motion to adjourn.

ON MOTION by Ms. Stola, seconded by Mr. Kearney, with all in favor, the June 8, 2026, Board of Supervisors' Meeting of the Amelia National CDD adjourned at 1:07 p.m.

Vanessa Ripoll
Secretary/Assistant Secretary

Chairperson/~~Vice Chairperson~~