MINUTES OF MEETING

AMELIA NATIONAL COMMUNITY DEVELOPMENT DISTRICT
WORKSHOP MEETING MINUTES
Monday, June 8, 2026, 10:30 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.	

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' Workshop Meeting at 10:33 a.m. and roll call was initiated. Those in attendance are listed above.

Public Comment Period

Ms. Ripoll gave an overview of the public comment period process and workshop discussion.

SECOND ORDER OF BUSINESS **Discussion Matters**

Discussion of the Fiscal Year 2027 Budget

A resident commented regarding the reserves and funds for the fence.

Mr. Kearney gave an overview of the reserves. It was noted that excess funds within the line items are put into reserves at the end of each fiscal year. Although allocated for certain projects, it can be moved to fund expenses as needed.

There was discussion regarding the fence proposal and cost.

Mr. Kearney gave an overview of the tax-roll assessment timeline. It was noted the District needs funds in the account for three months, until assessments start to come in.

A resident commented regarding CDD responsibility and the budget for future projects and infrastructure.

Mr. Hebron noted there are three CDD areas that would require fencing.

There was discussion regarding the annual budget versus a long-term budget. It was noted a long-term budget would be acquired under a reserve study. The CDD is not required to have a reserve study or reserves.

There was lengthy discussion regarding the ongoing maintenance and reserve study. It was noted the CDD is not responsible for the road, only the gutters on Wild Cherry.

A resident commented regarding the responsibility of the Developer. There was brief discussion regarding ICI Homes communication and their building techniques.

Mr. Kearney noted that when the bonds are paid off, the CDD can be disbanded, and the responsibilities can be rolled into the HOA.

Mr. Hebron recommended getting proposals for a reserve study. The estimate for the reserve study is $5,000.00. Ms. Ripoll will follow up. Ms. Glasgow noted the Board can adopt a restricted reserve fund, which can always be reversed.

There was brief discussion regarding the back gate timeline. It was noted the CDD is not responsible for the landscaping in that area.

There was discussion regarding planting hedges versus fencing and vandalism.

A resident commented regarding the funds for fencing. It was noted the cost for hedges or fencing would come out of contingency but is based on Board approval.

A resident commented regarding giving ICI Homes easements.
A resident commented regarding landscaping and irrigation issues. She noted she has approached Leland Management with the issues with no follow up.

A same resident also commented regarding the meeting announcements and noted they need to be communicated one week in advance for all residents.

Ms. Marshall gave an overview of her responsibilities for Leland Management. It was noted it would be more beneficial for a Board member to do walkthroughs with Leland Management.

There was brief discussion regarding landscaping.

It was noted any committee must be advertised and go through public notice requirements if there is a quorum of Board members involved. Ms. Ripoll noted there is volunteer insurance and any one who would like to participate can give their name to District Management.

There was brief discussion regarding forming a Committee versus having a volunteer involved. District Counsel noted a Board member, and resident can do a walkthrough with the landscaping vendor with no formal notice. Ms. Stola volunteered to be the Board liaison.

There was brief discussion regarding Board members responding to residents and communication from Leland Management.

It was noted there are two open Seats on the Board.

Mr. Hebron noted the first point of contact for residents is Leland Management.

Ms. Marshall gave an overview of the process to contact Leland Management. It was noted there is an emergency phone number listed on the website.

A resident commented regarding the drain buckets. It was noted this is a POA issue.

A resident recommended having future workshops.

There were no further comments at this time.

THIRD ORDER OF BUSINESS **Adjournment**

Ms. Ripoll adjourned the June 8, 2026, Workshop Meeting for the Amelia National Community Development District at 11:31 a.m.

Secretary/Assistant Secretary

Chairperson/~~Vice Chairperson~~