

AMELIA PARK NEIGHBORHOOD ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
January 15, 2018

A Board of Directors Meeting of the Amelia Park Neighborhood Association, Inc. (APNA) was held this day in The Social Hall, Holy Trinity Anglican Church, 1830 Lake Park Drive, Fernandina Beach, Florida.

BOARD MEMBERS PRESENT

Karl Ashley, President
Jack Stumpff, Secretary
Debra Connelly, Director
Paul Guyette, Treasurer
Robert St. John, Director
Patti Clifford, Vice President

BOARD MEMBERS ABSENT

None

AMELIA ISLAND MANAGEMENT

Peter Mallory, Community Association Manager
Andrea Grossman, Administrative Assistant

OWNERS PRESENT

On file at Amelia Island Management

OPEN FORUM FOR RESIDENT Q&A

None at this time

CALL TO ORDER / ROLL CALL

Notice of the Board of Directors Meeting was posted on property on January 12, 2018, and emailed to the Board and Membership, which is in accordance with the Documents of the Association. There were six (6) Board members present in person, which represented a quorum. President Ashley called the meeting to order at 4:01 p.m., and called the roll of the Board members.

APPROVAL OF MINUTES – JACK STUMPF, SECRETARY

Jack Stumpff moved to approve the minutes as presented from the December 11, 2017 Board of Director's meeting; Patti Clifford seconded and the motion passed unanimously.

Jack Stumpff moved to approve the minutes as presented from the January 5, 2018 Board of Director's meeting; Robert St. John seconded and the motion passed unanimously.

BUDGET AND FINANCE – PAUL GUYETTE, TREASURER

Paul Guyette gave a financial report (attached).

December 2017 Treasurer's financial report

Paul Guyette gave the Treasurer's report. (attached)

Review of AIM's December financial report

Paul Guyette reviewed the AIM financial report. (attached)

Amendment to 2018 Budget

CAM REPORT - PETER MALLORY, ASSOCIATION MANAGER

Monthly CAM Report

Peter Mallory gave the monthly CAM report. (attached)

CCR

Peter Mallory gave the CCR report.

COMMITTEE REPORTS

ARB Report - Rusty Footlik, Chair

Rusty Footlik gave the ARB report (attached)

Rusty stated that he has been in contact with representatives from a natural gas company. If anyone would be interested in hooking up to natural gas, he can have the representative come to the board of directors meeting.

PARB – Rusty Footlik, acting (chair vacant)

Rusty Footlik gave the PARB report (attached)

Paul Guyette questioned Rusty in regards to PARB fees were covering the architect fees. Discussion ensued among the board and Mr. Footlik, and the board will continue to monitor the budget in regards to income and expenses.

Outreach Committee –Debra Connelly

Debra Connelly reported front porch articles are being written at this time.

GREEN SPACE/LANDSAPE – Robert St. John, Chair, Director

Robert St. John gave the green space report (attached)

HARDSCAPE – Jim Higginbotham, Director

Street Light Expense Update – Jack Stumpff

Jack Stumpff reported that a letter to the city manager was sent in December requesting a meeting, and no response was has been received. An administrative manager said that the letter was received and reviewed and will be in contact with Jack Stumpff for a meeting. Patti Clifford suggested contacting the city attorney if no response has been made by the city manager.

OLD BUSINESS

Annual Meeting Preparations – Karl Ashley

Karl Ashley stated that a crew will be needed to set up at 3:00pm on Monday to set up chairs for the annual meeting. A proxy count update was given by Peter Mallory.

Program Requirements for HTAC school – Jack Stumpff

Jack Stumpff gave a summary of the program requirements for the HTAC School. The church wants to meet with APNA on the specifics of the requirements. A three person committee should be formed by one member from the Board of Directors, Rusty Footlik, and a School Street representative, to meet with the church. A church representative (Father Brad Cunningham) was present and answered questions in regards to the specifics of the school.

Jack Stumpff made a motion for a three person board be formed to represent the community and interact with the church; Robert St. John seconded and the motion passed unanimously.

NEW BUSINESS

Proposed Sale and Development of Y Ball Field Area – Karl Ashley

Karl Ashley gave a history of the Y ball field area. There are deed restrictions on the parcel, and it is zoned for recreational purposes only. The potential buyer went to the PAB and asked for permission to rezone the parcel. The board engaged the association attorney and asked for a continuance of the January 10, 2018 meeting. This was granted and the PAB meeting will be February 14, 2018. Karl Ashley is recommending that the board approve an opposition to the parcel of land being used for residential purposes at the meeting.

Robert St. John made a motion that the board adopts a position in opposition of the rezoning of the YMCA parcel; Debra Connelly seconded and the motion passed unanimously.

Other

None at this time.

NEXT MEETING

The next Board meeting is scheduled for Monday, January 22, 2018, following the annual meeting

ADJOURNMENT

Jack Stumpff moved to adjourn the meeting; Robert St. John seconded and the motion passed unanimously. The meeting adjourned at 5:37p.m.

Respectfully Submitted,

Jack Stumpff

Jack Stumpff, Secretary
JS/ag

Attachments:

Paul Guyette's Finance Report
Treasurer's Report
AIM Financial Report
CAM Report
Green space Update
ARB Report

Amelia Park Neighborhood Association, Inc.
Monthly Treasurers Report & Amelia Island Management Financial Summary
Submitted 01/12/18 by Paul Guyette: Reporting As of December 31, 2017

Balance Sheet/ Cash Flow Report

- As of 12/31/17 The Association had Totals of \$277,018 in Current Assets, \$163,014 in Liabilities, and \$114,004 in Equity. This represents an increase in Assets of \$91,120; an increase of \$116,013 in Liabilities; and a decrease of \$24,893 in Equity compared with the prior month. The large differences in month-to-month assets and liabilities represent pre-paid 2018 HOA assessment fees paid in 2017.
- The total Cash balance including FFSB Checking Account (#1002) and FFSB Operating Contingency (#1091) was \$215,399 compared with \$123,563 the previous month. This represents an increase of \$91,836 in Cash for the month. Again, due to HOA prepayments.
- Also reflected in the change in assets and liabilities were December operating expenses in the amount of \$25,236. Compared with the previous month spend of \$17,151, the large difference can be attributed to Greenspace and post hurricane clean up activities.
- The Maintenance & Capital Accounts totaled \$65,148 compared with \$65,131 the previous month. Essentially no change. Aged Account Receivables at \$00; Bad Debt Allowance at negative \$4,827; and Prepaid Insurance is \$1,298.
- Liabilities were comprised of Accounts Payable Clearing (\$10,054), ARB Construction Deposits (\$49,000), and Prepaid Assessments (\$103,959).
- On the Equity side, the Fund balance was \$112,781 (unchanged from prior month), the current year income was \$551 and Capital Contribution Interest was \$671. All assessments are invoiced and recorded as Revenue when billed (January Accrual). The Net Income amount will be reported as a continually shrinking amount each month as the year progresses.

Income Statement

- November Income was \$343 comprised of ARB Review Fees \$200, Transfer Fees \$100, and Interest \$43.
- Total Expenses for the month were \$25,236, which was \$4,695 over budget. The breakdown is as follows: Maintenance \$3,892; Utilities \$3,698; General and Administrative \$7,530; Miscellaneous negative \$6,827 (moving hurricane IRMA expenses to account #6020 Discretionary improvements); and Contingent/ Discretionary Capital \$16,946.
- Maintenance costs for the month were \$3,891 and \$2,224 under budget. On a year to date basis, costs are \$962 under budget.
- Utilities expenses were \$3,696 and essentially on budget for the month and on a year to date basis \$1,182 under budget.
- General and administrative expenses of \$7,530 were \$2,576 over budget for the month. On a year to date basis, the expenses are \$4,432 over budget. The overage is attributed to over spending on legal fees (\$2,073); higher architect fees (\$2,677) and postage & office

supplies (\$1,823). These overages were partially offset by several other areas that came in under budget.

- Miscellaneous expenses for the month were \$274 and on a year to date basis \$705 under budget. Expenses associated with IRMA storm damage were transferred to the Contingent Repairs and Discretionary Capital category in December.
- Contingent Repairs and Discretionary Capital expense for the month were \$16,945, which was \$11,137 for the month and \$5,496 under budget on a year to date basis. December represented a catch up on Greenspace and Hurricane related expenses. The specific projects were detailed in the financial report provided in December financial report out.
- **Full Year Income / Expense Summary**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Revenue	\$243,136	\$239,400	\$3,736 (Over)
Expenses	<u>\$242,585</u>	<u>\$246,500</u>	<u>\$3,915 (Under)</u>
Net Income/ (Loss)	\$551	(\$7,100)	\$7,651

- **In 2017 we have essentially delivered a balanced budget on behalf of the Association**
- **By achieving higher revenue and lower expenses we were able to provide a net revenue surplus of \$551 versus a projected loss of \$7,100, which would have reduced our General Fund proportionately.**

Summary / Other

- A detailed Cash Flow Report, Balance Sheet, Income Statement and General Ledger has been provided to the Board as part of the monthly AIM Financial Reporting Package.
- No significant financial, contractual, or regulatory events to report for the month
- The 2018 Budget has been completed, submitted, reviewed and approved at the November 20th Board meeting.
- The 2018 Budget has been prepared monthly and submitted to the BOD and AIM for inclusion into the AIM Managed TOPS accounting system.
- Key financial initiatives underway include cost savings associated with a revised street light agreement and the introduction of a new Capital Contribution Declaration being presented the member community for adoption.

AMELIA PARK NEIGHBORHOOD ASSN INC

Balance Sheet
As of 12/31/17

Account	Description	Operating	Reserves	Other	Totals
ASSETS					
CURRENT ASSETS:					
1002	CHECKING - FFSB	121,054.89			121,054.89
1091	OPERATING CONTINGENCY FFSB	94,343.73			94,343.73
1095	MAINT FUND FFSB	14,949.65			14,949.65
1097	CAP CONTRIBUTION - FFSB	50,198.31			50,198.31
1184	BAD DEBT ALLOWANCE	(4,826.84)			(4,826.84)
1411	PREPAID INSURANCE	1,298.34			1,298.34
	TOTAL CURRENT ASSETS	277,018.08	.00	.00	277,018.08
LIABILITIES & EQUITY					
CURRENT LIABILITIES:					
2109	ACCOUNTS PAYABLE CLEARING	10,054.43			10,054.43
2114	ARB CONSTRUCTION DEP/REFUND	49,000.00			49,000.00
2190	PREPAID ASSESSMENTS	103,959.23			103,959.23
	SUBTOTAL LIABILITIES	163,013.66	.00	.00	163,013.66
EQUITY:					
3582	CAPITAL CONTRIBUTION	671.60			671.60
3996	FUND BALANCE	112,781.56			112,781.56
	CURRENT YEAR NET INCOME/(LOSS)	551.26	.00	.00	551.26
	SUBTOTAL EQUITY	114,004.42	.00	.00	114,004.42
	TOTAL LIABILITIES & EQUITY	277,018.08	.00	.00	277,018.08

AMELIA PARK NEIGHBORHOOD ASSN INC

STATEMENT OF INCOME/EXPENSES

Period: 12/01/17 to 12/31/17

Actual	Current Period		Account	Description	Actual	Year-To-Date		Yearly Budget
	Budget	Variance				Budget	Variance	
INCOME								
.00	.00	.00	04082	ASSESSMENT INCOME	231,666.10	230,488.50	1,177.60	230,488.50
200.00	500.00	(300.00)	04086	ARB REVIEW-BUILDER PLANS	7,750.00	6,000.00	1,750.00	6,000.00
100.00	100.00	.00	04087	TRANSFER FEES	1,650.00	1,200.00	450.00	1,200.00
.00	.00	.00	04334	PAVILION USAGE FEE	50.00	.00	50.00	.00
.00	33.37	(33.37)	04391	FINANCE CHARGES	599.87	400.00	199.87	400.00
43.47	33.37	10.10	04392	INTEREST CONTINGENCY FUND	521.14	400.00	121.14	400.00
.00	41.63	(41.63)	04393	COLLECTION FEES	349.03	500.00	(150.97)	500.00
.00	8.37	(8.37)	04395	TREE MITIGATION	550.00	100.00	450.00	100.00
.00	25.94	(25.94)	04399	MISC INCOME	.00	311.50	(311.50)	311.50
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343.47	742.68	(399.21)		SUB-TOTAL INCOME	243,136.14	239,400.00	3,736.14	239,400.00
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EXPENSES								
MAINTENANCE								
.00	187.50	187.50	05805	STREET TREE TRIMMING	2,450.00	2,250.00	(200.00)	2,250.00
(1,463.93)	300.00	1,763.93	05650	LANDSCAPE COMMITTEE PROJE	3,608.01	3,600.00	(8.01)	3,600.00
5,015.88	5,100.00	84.12	05651	LANDSCAPE CONTRACT	60,190.56	61,200.00	1,009.44	61,200.00
340.00	316.63	(23.37)	05653	LAKE MAINT	4,080.00	3,800.00	(280.00)	3,800.00
.00	125.00	125.00	05654	PALM TREE TRIMMING	1,830.00	1,500.00	(330.00)	1,500.00
.00	70.50	70.50	05655	PUBLIX TRAIL MAINT	.00	846.00	846.00	846.00
.00	16.63	16.63	05683	TERMITE/PEST CONTROL	275.00	200.00	(75.00)	200.00
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3,891.95	6,116.26	2,224.31		MAINTENANCE	72,433.57	73,396.00	962.43	73,396.00
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UTILITIES								
2,891.76	3,000.00	108.24	05801	STREET LIGHT RENTAL	34,701.11	36,000.00	1,298.89	36,000.00
439.81	416.63	(23.18)	05802	ELECTRICITY	4,927.80	5,000.00	72.20	5,000.00
164.88	145.87	(19.01)	05803	WATER EXP	1,937.41	1,750.00	(187.41)	1,750.00
200.00	16.63	(183.37)	05968	CHURCH HALL UTILITY FEES	200.00	200.00	.00	200.00
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3,696.45	3,579.13	(117.32)		TOTAL UTILITIES	41,766.32	42,950.00	1,183.68	42,950.00
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GENERAL & ADMIN								
.00	250.00	250.00	05101	FRONT PORCH PRODUCTION	1,508.70	3,000.00	1,491.30	3,000.00
.00	62.50	62.50	05102	WELCOME CMTE OUTREACH	539.48	750.00	210.52	750.00
1,134.55	416.63	(717.92)	05105	ARCHITECT REVIEW FEES	7,677.35	5,000.00	(2,677.35)	5,000.00
367.39	166.63	(200.76)	05130	EVENTS	1,787.96	2,000.00	212.04	2,000.00
.00	33.37	33.37	05901	DIRECTORS EXP	3.32	400.00	396.68	400.00
.00	41.63	41.63	05903	WEBSITE/INTERNET	390.79	500.00	109.21	500.00
83.33	83.37	.04	05904	BAD DEBT EXP	999.96	1,000.00	.04	1,000.00
2,173.78	83.37	(2,090.41)	05909	POSTAGE & OFFICE SUPPLIES	2,823.84	1,000.00	(1,823.84)	1,000.00

AMELIA PARK NEIGHBORHOOD ASSN INC

STATEMENT OF INCOME/EXPENSES

Period: 12/01/17 to 12/31/17

Actual	Current Period		Account	Description	Actual	Year-To-Date		Yearly Budget
	Budget	Variance				Budget	Variance	
.00	8.37	8.37	05914	CORPORATE REPORT	61.25	100.00	38.75	100.00
138.58	500.00	361.42	05920	INSURANCE D&O	1,964.84	6,000.00	4,035.16	6,000.00
347.34	37.50	(309.84)	05921	INSURANCE - LIABILITY	4,973.22	450.00	(4,523.22)	450.00
163.25	166.63	3.38	05922	INSURANCE UMBRELLA	1,959.00	2,000.00	41.00	2,000.00
.00	25.00	25.00	05923	ACCOUNTING/TAX PREP	220.00	300.00	80.00	300.00
.00	4.13	4.13	05926	TAXES	.00	50.00	50.00	50.00
.00	166.63	166.63	05952	LEGAL FEES - T & P	.00	2,000.00	2,000.00	2,000.00
630.00	416.63	(213.37)	05953	LEGAL FEES - TOMASSETTI PRIN	9,072.89	5,000.00	(4,072.89)	5,000.00
2,492.00	2,492.00	.00	05954	MANAGEMENT FEES	29,904.00	29,904.00	.00	29,904.00
7,530.22	4,954.39	(2,575.83)		GENERAL & ADMIN	63,886.60	59,454.00	(4,432.60)	59,454.00
MISCELLANEOUS								
274.12	83.37	(190.75)	05969	MISCELLANEOUS	294.17	1,000.00	705.83	1,000.00
(7,101.54)	.00	7,101.54	05996	STORM DAMAGE IRMA	.00	.00	.00	.00
(6,827.42)	83.37	6,910.79		TOTAL MISCELLANEOUS	294.17	1,000.00	705.83	1,000.00
CONTINGENT REPRS/DISCRETIONARY CAPITAL EXP								
8,260.75	1,666.63	(6,594.12)	06010	COMMON AREA LANDSCP IMPRV	16,684.37	20,000.00	3,315.63	20,000.00
.00	3,333.37	3,333.37	06015	RPR/REPLC EXISTING CAP IMPRV	30,906.26	40,000.00	9,093.74	40,000.00
7,101.54	.00	(7,101.54)	06020	DISCRETIONARY CAP IMPRV MNT	7,101.54	.00	(7,101.54)	.00
1,101.00	291.63	(809.37)	06040	MISC REPAIRS/REPLACEMENTS	4,564.14	3,500.00	(1,064.14)	3,500.00
482.00	500.00	18.00	06041	IRRIGATION IMPROVMNT/ REPAIR	4,947.91	6,000.00	1,052.09	6,000.00
.00	16.63	16.63	06049	TREE MITIGATION EXPENSES	.00	200.00	200.00	200.00
16,945.29	5,808.26	(11,137.03)		TOTAL CONTINGENT/ DISCRETN	64,204.22	69,700.00	5,495.78	69,700.00
25,236.49	20,541.41	(4,695.08)		TOTAL EXPENSES	242,584.88	246,500.00	3,915.12	246,500.00
(24,893.02)	(19,798.73)	(5,094.29)		CURRENT NET INCOME/(LOSS)	551.26	(7,100.00)	7,651.26	(7,100.00)

Cash Flow Report
As of 12/31/17

	Current Month	YTD
Cash Beginning Balance	\$180,652.22	\$132,622.80
Operations:		
Net Profit/(Loss)	(24,893.02)	\$551.26
Accumulated Depr/Amort	\$.00	\$.00
Total From Operations	(24,893.02)	\$551.26
Other Uses Funds:		
FINANCE CHRG RECEIVABLE	\$.00	(6.10)
A/R CLEARING	\$.00	\$1,039.50
ACCTS RECEIVABLE - HOA	\$.00	\$44.70
ACCOUNTS PAYABLE CLEARING	\$9,270.01	\$4,321.18
ARB CONSTRUCTION DEP/REFUND	\$3,000.00	\$20,000.00
PREPAID ASSESSMENTS	\$103,742.70	(27,376.87)
CAPITAL CONTRIBUTION	\$.00	\$671.60
FUND BALANCE	\$.00	\$67,174.11
FUND BALANCE	\$.00	(67,174.11)
Total Uses of Funds	\$116,012.71	(1,305.99)
Net Incr/(Decr) in Cash	\$91,119.69	(754.73)
Cash Ending Balance	\$271,771.91	\$131,868.07



TO: AMELIA PARK NEIGHBORHOOD ASSOCIATION

From: Peter Mallory, Community Association Manager

MONTHLY REPORT

DATE: January 2018

Amelia Park Neighborhood Association	G	F	P	REMARKS OR ACTION TAKEN
CONDITION:				
Common Area Buildings:				
SIGNAGE	X			
EXTERIOR PAINT / WATERPROOFING	X			
PARK PAVILION	X			Park Square in good shape.
ROOFS	X			Park Pavilion Roof showing its age.
COMMON AREA MAIL KIOSKS	X			Cobwebs cleaned monthly
STORAGE ROOM	X			
LIGHTS & ELECTRICAL	X			
OUTDOOR LIGHTING	X			Some repairs at pergola still needed
ENTRANCE SIGNS	X			
LANDSCAPING & IRRIGATION	X			
TURF/ PLANTS & TREES	X			Still Need "per -tree" cost figure in order to send a "bill" to owners that must replace street trees lost during the hurricane. Crepe Myrtle replacement trees. Preliminary message /letter sent to affected owners. City to finish up stump grinding in ROW
PONDS	X			
SIDEWALKS	X			
PAVER WALKWAYS	X			Brick walk at Perimeter Park playground area cleaned to remove skip hazards.
ALLEYWAYS	X			
PARKING AREAS	X			

Amelia Park Neighborhood Association CONDITION:	G	F	P	REMARKS OR ACTION TAKEN
Garden District Paths PEST CONTROL	X			2 broken benches removed
WATER & SEWER STORM DRAINAGE	X			
Publix Trail Area	X			Hazardous tree limbs removed.
CITY TRASH PICK UP ISSUES	X			
PLAYGROUND	X	X		Getting update on repair status from Gaines fencing
Covenant Enforcement				Working through the list and adding to it each week for letters and follow up. Issues being resolved. Separate report to detail activities to date updated monthly. Generally owner responding favorably. Walked neighborhood with PARB for additional input.

MONTHLY INSPECTION REPORT

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January 2018

ADDITIONAL COMMENTS: G=GOOD, F = FAIR, P = POOR

Green Space/Landscape – January 2018

Current projects:

1. Area 8 in the Garden District. Tree removal and pruning was scheduled for the end of December but did not take place because of weather and illness. The work is now scheduled for the week of January 15. Beverly Combs and Pat Kenney of the Landscape Committee have created a plan for landscaping upgrades (subject to modification), which has been approved by the Committee. The final plan and the installation costs will be brought to the Board for approval by February 2018. Installation will take place in the spring of 2018.
2. Area 37 (Azalea at North Park) and the mail kiosk at Park Ave. Trim All has completed planting at Azalea but the mail kiosk awaits warmer weather.
3. Pine Tree in Area 36 on Northpark. This tree has been removed.
4. Field Street maples. Pruning of these trees has been completed.

Hurricane Cleanup:

1. Area 6 (Geddes Lane). The stump has been removed and all that remains is to replace the pavers for which we have an estimate.
2. Publix Trail. A damaged tree and some hanging branches that were considered hazardous have been removed.
3. Street trees damaged or lost in Matthew and Irma. There is still some work to be done by the city as far as removal of stumps and damaged trees. We have received estimates on replacing the downed trees but a contractor has not yet been chosen.

Amelia Park

AMELIA ISLAND, FLORIDA



ARB Report

January 15, 2018

Last ARB Meeting: January 4, 2018

Next ARB Meeting: January 25, 2018 YMCA Meeting Room 9:00am

NEW HOMES RECENTLY COMPLETED

None

NEW HOMES UNDER CONSTRUCTION

- 1) Block 2 Lot 10 (Northpark Drive) – Camera / Call Construction
- 2) Block 5 Lots 1, 2, 3 (Northpark Drive) – Pattillo / Pickett Construction
- 3) Town Center Block 1 Lot 5 (Azalea Street) – Amelia Park TND/Riverside Homes
- 4) Town Center Block 1 Lot 3 (15th Street) – Amelia Park TND/Riverside Homes
- 5) Town Center Block 1 Lot 6 (Azalea Street) – Amelia Park TND/Riverside Homes
- 6) Town Center Block 1 Lot 4 (15th Street) – Amelia Park TND/Riverside Homes
- 7) Block 1 Lot 13 (Northpark Drive) – Raab/Castleton Homes

NEW HOMES UNDER REVIEW OR APPROVED

None

OTHER

- 1) Holy Trinity Anglican Church School (Final Plans under review)
Comments with regard to final plan submittal (Gillette & Associates engineering plans dated 12-14-17 & Cotner Associates architectural plans dated 11-28-17):
 - a) The community and in turn the ARB are not willing to proceed forward with a final review until Holy Trinity explain and commit in writing to certain aspects of programmatic day to day operations. Issues such as:
 - Morning service and circulation to classrooms.
 - Lunch process and associated circulation.
 - Safety of potential pedestrian crossing to and from parish hall and church to school as related to items above.
 - Times of drop-off/pickup and requirements for queuing and parking.
 - Future plans for the residual property to north and east.
 - b) Address following site items:
 - Location of water & sanitary sewer connections.
 - Site signage design and location.
 - Site lighting design and location.

- Storm sewer – relocate storm sewer piping away from 25' buffer area to east side of property to preserve as much native vegetation in buffer area as possible.
 - Proposed color palette for school buildings and structures.
 - Final sidewalk locations and materials.
- c) Next steps in process:
- Meet with Holy Trinity Anglican Church representatives and Amelia Park community to address concerns and questions raised by residents at previous community presentation and ARB meeting.
 - Written agreement between HTAC and APNA related to development and use of school/church properties.
 - Site plan adjustments and Final Plan resubmittal to ARB.
- 4) 1897 Lake Park Dr. – Louver Breezeway (Approved)
 - 5) 1567 Olmsted Lane – Rear Porch Addition (Approved)
 - 6) 1790 Gardenia St. – Room Addition (Approved)
 - 7) 1773 School St.- Garage Addition (Approved – under construction)
 - 8) 1854 & 1860 Carnation St. – Garage Unit Modification (Approved)

Respectfully submitted,
Rusty Footlik

Amelia Park

AMELIA ISLAND, FLORIDA



PARB Report

January 15, 2018

PARB MEETINGS

Last PARB Meeting: December 16, 2017

Next PARB Meeting: January 20, 2018 YMCA Conference Room 9:00am

HOMEOWNER MODIFICATION REQUESTS – OLD BUSINESS

- 1) 1785 Howard lane – Front gate location conditionally approved. APNA attorney has provided documentation necessary to ensure conditions of approval are enforced. Next step – document to be signed by owner and recorded.
- 2) 1889 Floyd Street – Planter box installed immediately adjacent to alleyway on APNA property is an obstruction to larger vehicles and potential hazard. Item tabled pending review and action by Board of Directors of community-wide rules regarding installation of obstructions at alleyway entrances and intersections.
- 3) PARB ongoing review of proposed changes/updates to existing PARB Guidelines, Procedures and Application.
- 4) Ongoing review of property owner's maintenance violations and process for notification.

HOMEOWNER MODIFICATION REQUESTS – NEW BUSINESS

- 1) 1736 S. 15th Street – Owner request to remove tree on south side of home approved as submitted.
- 2) 1715 Burnham Lane – Owner request to install new front and side walkways on hold subject to submittal of new brick pavers samples that are more compatible with existing pavers. Courtyard deck / landscaping and rear yard landscaping approved as submitted.
- 3) 1501 Lake Park Drive – Owner request to reroof home and garage and add plants along side yard area approved as submitted.
- 4) 1603 Geddes Lane - Renter request to install ramp for access to home denied. Request withdrawn by owner.

Open discussion of other topics:

- 1) Landscaping of common area at east side of Azalea St. and south of Northpark Dr. approved as submitted.

Next schedule meeting: January 20, 2018 between 9:00 & 11:00 AM YMCA conference room

Respectfully submitted,
Rusty Footlik, Acting PARB Chairman