

MINUTES OF MEETING
AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT

A regular meeting of the Board of Supervisors of the Amelia Concourse Community Development District was held Tuesday, March 21, 2023 at 11:00 a.m. at the Amelia Concourse Amenity Center, 85200 Amaryllis Court, Fernandina Beach, Florida 32034.

Present and constituting a quorum were:

Harvey Greenberg	Chairman
Bill Toohey	Vice Chairman
Jeff Snow	Supervisor
Kimberley Chamerda	Supervisor
Fred Eichmann	Supervisor

Also present were:

Daniel Laughlin	District Manager
Lauren Gentry	District Counsel
Mike Yuro	District Engineer
Tony Shiver	Operations Manager

The following is a summary of the discussions and actions taken at the March 21, 2023 meeting.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Laughlin called the meeting to order at 11:00 a.m. and called the roll.

SECOND ORDER OF BUSINESS

Public Comment

Mr. Charles Gay, 95185 Windflower, expressed his concern about the proposed lending library.

THIRD ORDER OF BUSINESS

Staff Reports (1)

A. District Engineer – Update on Orchid Blossom Sidewalk

Mr. Yuro reminded the Board that at the last meeting he was asked to look into the sidewalk on Orchid Blossom Trail and stated that he was able to confirm that the design plans call for the sidewalk to stop at the beginning of the cul-de-sac.

Supervisor Toohey joined the meeting at this time.

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Amelia Concourse CDD

B. Landscape Report

Mr. Shiver informed the Board the landscape contractor will be changing out the annuals starting the first week of April. He also noted BrightView has been very diligent about sending weekly maintenance reports.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the January 17, 2023 Meeting

There being no comments on the minutes, a motion followed.

On MOTION by Mr. Eichmann seconded by Ms. Chamerda with all in favor the minutes of the January 17, 2023 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Discussion of Lending Library Proposal

Mr. Greenberg suggested deferring this item until some documentation is submitted to provide the Board with more information about the request. This item was tabled.

SIXTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

SEVENTH ORDER OF BUSINESS

Staff Reports (2)

A. District Counsel

Ms. Gentry updated the Board on the easement injunctions for fences installed within District easements noting she is still awaiting a ruling from the judge on the only injunction that proceeded to a hearing.

Additionally, she stated that some supervisors are concerned about the status of the construction in Phase 3 and the long list of deficiencies that have been identified. There has not yet been a request for the CDD to accept a conveyance of the Phase 3 infrastructure and the process for that conveyance is the engineer reviews the area, compiles a punch list of anything that needs to be remedied and he would make sure all of that is remedied before the District signs off on the conveyance. The roadways are expected to be conveyed to the County per the plans for the community.

The Board discussed issues that needs to be addressed including the areas around the sidewalks on Amelia Concourse, mature plantings that need to be cleaned up, and pond clean up.

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Mr. Greenberg asked that the engineer review the three retaining walls at the end of Orchid Blossom prior to turnover of Phase 3.

Ms. Gentry encouraged residents to reach out to the county representatives on any issues or concerns with the right of way or roadways.

Mr. Greenberg asked about the curb damage caused by the builder on Bellflower in Phase 1 that has still not been repaired.

Ms. Gentry stated if there was evidence that Dream Finders caused the damages, she suggests taking it to the County.

Mr. Laughlin stated that he would put a list together to send to the engineer.

B. District Manager

Mr. Laughlin reminded the audience members and Board of the budget workshop to be held on April 4, 2023 at 11:00 a.m.

C. Field Operations Manager – Report

Mr. Shiver provided an overview of the operations report, a copy of which was included in the agenda package.

EIGHTH ORDER OF BUSINESS Financial Reports

A. Balance Sheet and Statement of Revenues & Expenditures
Copies of the financial statements were included in the agenda package.

B. Approval of Check Register

A copy of the check register totaling \$365,788.59 was included in the agenda package. Mr. Laughlin noted \$300,000 of that total is a transfer of funds to the SBA investment account.

Mr. Greenberg asked Mr. Laughlin to look into the history of payments made to Lerner.

On MOTION by Mr. Toohey seconded by Mr. Snow with all in favor the Check Register was approved.

NINTH ORDER OF BUSINESS Supervisors’ Requests and Audience Comments

There were no supervisor requests.

Audience Comments

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Mr. Duane Rust, 95023 Periwinkle, asked that an e-blast be sent to inform residents of the annual community garage sale to be held April 14-16th.

Mr. Charles Gay asked that the District 2 County Commissioner be filled in on concerns within the community and thanked him for attending.

TENTH ORDER OF BUSINESS

**Next Scheduled Meeting – Budget Workshop
April 4, 2023 at 11:00 a.m. and Regular
Board Meeting on May 16, 2023 at the
Amelia Concourse Amenity Center**

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Snow seconded by Mr. Eichmann with all in favor the meeting was adjourned.

DocuSigned by:
Daniel Laughlin
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Secretary / Assistant Secretary

DocuSigned by:
Harvey Greenberg
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Chairman / Vice Chairman