

Amelia Concourse
Community Development District

September 19, 2023

AGENDA

**Amelia Concourse
Community Development District**

475 West Town Place, Suite 114
St. Augustine, Florida 32092
www.AmeliaConcourseCDD.com

September 12, 2023

Board of Supervisors
Amelia Concourse Community Development District
Staff/Supervisor Call In #: 1-877-304-9269 Code 3537070

Dear Board Members:

The Amelia Concourse Community Development District Board of Supervisors Meeting is scheduled to be held **Tuesday, September 19, 2023 at 11:00 a.m. at the Amelia Concourse Amenity Center, 85200 Amaryllis Court, Fernandina Beach, Florida 32034.**

Following is the agenda for the meeting:

- I. Call to Order
- II. Public Comment
- III. Staff Reports (1)
 - A. District Engineer
 - B. Landscape Report
- IV. Approval of Minutes of the July 18, 2023 Meeting
- V. Ratification of Agreement with Governmental Management Services for Facility and Field Management Services
- VI. Consideration of Proposal from BrightView for Playground Mulch
- VII. Consideration of Resolution 2023-05, Adopting Revised Amenity Policies
- VIII. Consideration of Resolution 2023-06, Setting a Public Hearing Date to Adopt Amended Amenity Rates and Disciplinary Rules
- IX. Discussion of Amenity Center Improvements
- X. Discussion of AT&T Building Ownership
- XI. Other Business
- XII. Staff Reports (2)

- A. District Counsel
- B. District Manager – Discussion of Electrical Utility Complaints
- C. Field Operations Manager – Report
- XIII. Financial Reports
 - A. Financial Statements as of July 31, 2023
 - B. Approval of Check Register
- XIV. Supervisors’ Requests and Audience Comments
- XV. Consideration of Agreement with Envera Systems*
- XVI. Next Scheduled Meeting – November 14, 2023 at 11:00 a.m. at the Amelia Concourse Amenity Center
- XVII. Adjournment

* Note: In accordance with Sections 119.071(3)(a) and 281.301, *Florida Statutes*, a portion of the meeting may be closed to the public, as it relates to details of the District’s security system plan. The closed session may occur at any time during the meeting and is expected to last approximately thirty (30) minutes but may end earlier or extend longer.

FOURTH ORDER OF BUSINESS

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, July 18, 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
Jeff Snow	Supervisor
Kimberley Chamerda	Supervisor
Fred Eichmann	Supervisor

Also present were:

Daniel Laughlin	District Manager
Jennifer Kilinski	District Counsel
Mike Yuro	District Engineer
Tony Shiver	Operations Manager
George Rugen	BrightView Landscaping

The following is a summary of the discussions and actions taken at the July 18, 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

Dale Tegreene asked if the discussion held during a closed session at the last meeting will be included in the minutes.

Mr. Laughlin responded that the discussion amongst the Board will not be, however any motions made would be included.

Ms. Kilinski added that under Florida Law, any discussions that pertain to the security system or security protocol can remain confidential and exempt.

Susan Mason asked for a summary of any changes that were made following the closed session.

Mr. Greenberg responded that the Board is looking at a variety of options to alleviate issues with vandalism. No decision has been made yet, however once one is made, it will be a part of the minutes.

Kris Nienow asked if there will be more open discussion about the security issues or if emails should be sent regarding suggestions.

Mr. Laughlin responded that suggestions could be made during the meeting or by email.

Kris Nienow stated that he would send them by email.

THIRD ORDER OF BUSINESS Staff Reports (1)

A. District Engineer – Ratification of Requisition 38

Mr. Yuro presented requisition number 38, which Mr. Laughlin noted was for legal fees associated with construction of Phase 3. The requisition totals \$1,850.

On MOTION by Mr. Greenberg seconded by Ms. Chamerda with all in favor requisition number 38 was ratified.

Mr. Yuro informed the Board that he looked into whether there is any sort of easement regarding the building on property and according to the plat, it is one big tract. There is no specific easement on the plat or the property appraiser's website.

Mr. Greenberg commended staff for their efforts in brokering a compromise in the District's best interest in regard to ensuring the inspections and sign-offs for Phase 3 are done properly and deficiencies are corrected.

Landscape Report

A site assessment report was included in the agenda package for the Board's review.

Mr. Rugen informed the Board that BrightView is in the process of selecting a new account manager for the District.

Dale Tegreene asked if the irrigation issues have been resolved.

Mr. Greenberg responded that almost everything has been corrected.

Kris Nienow stated that a huge concern is the pond banks and asked if a plan can be put in place to have BrightView maintain the pond banks.

Mr. Greenberg responded that the District does not own the pond banks.

Mr. Rugen stated that BrighView has provided a quote to Dream Finders and can follow up on that. Once the pond banks are turned over to the CDD, that is when the CDD can get involved in the maintenance.

Mr. Greenberg suggested that homeowners trim the pond banks on their own properties in the meantime.

FOURTH ORDER OF BUSINESS**Approval of Minutes of the May 16, 2023 Meeting**

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

On MOTION by Mr. Eichmann seconded by Mr. Snow with all in favor the minutes of the May 16, 2023 meeting were approved as presented.

FIFTH ORDER OF BUSINESS**Ratification of Client Disclosure and Consent Regarding Easement for Installation of Bollards**

Mr. Laughlin stated that Amelia Walk is going to install bollards on the haul road to prevent vehicle use and this client disclosure is to show there is no conflict of interest with Kilinski Van Wyk being the law firm engaged by both Amelia Walk and Amelia Concourse.

On MOTION by Mr. Snow seconded by Mr. Eichmann with all in favor the client disclosure and consent regarding easement for installation of bollards was ratified.

Dawn Sumner stated that she's seen the Sheriff's Department go down that road.

Mr. Laughlin responded that there is a Knox Box installed on a cow gate for emergency access.

SIXTH ORDER OF BUSINESS**Consideration of Agreement with Amelia Walk CDD for Installation of Bollards at Haul Road Entrance**

Ms. Kilinski informed the Board that Amelia Walk is still getting proposals for the installation of the bollards and provided two options; approving this agreement in substantial form with the Chair authorized to give final approval once the specs are available to be included with the agreement, or this agreement can be deferred to the next meeting when the information is available.

On MOTION by Mr. Snow seconded by Mr. Eichmann with all in favor the agreement with Amelia Walk for installation of bollards at the haul road entrance was approved in substantial form with the Chairman authorized to approve the final form.

SEVENTH ORDER OF BUSINESS

Consideration of Proposals for Amenity and Field Management Services

Representatives from Governmental Management Services, Property Management Systems and Vesta Property Services were present and provided the Board with a brief overview of their companies and the services they could provide to the District and answered questions of the board members.

Supervisor Snow left the meeting during this time.

David Schuelke asked if there is a grace period that would be built into the initial contract relative to performance.

Ms. Kilinski responded that there is usually a 60-day termination clause in the contract because it's very difficult to make the transition between amenity managers.

Judith Etzel asked if Mr. Shiver is going to be replaced by one of the proposing companies.

Mr. Greenberg responded that Mr. Shiver's company has resigned from the community for a variety of reasons.

Kris Nienow stated that the new company needs to be held accountable and commented that one thing the community wants is comradery and a community feeling. He also commented that the Phase 3 HOA relationship with PMSI is too young to know much.

Susan Mason commented that her experience with PMSI goes back to 1996 and they have a family of local Nassau County mindset that she's not seeing in other companies and more importantly, they listen to what you have to say.

Dale Tegreene commented that the amenity center is the focal point of the community and asked what the Board is looking to get done at the amenity center, when it will be done and if it can't be done in the budget, there's been conversation of a special assessment. He added that he'd like to see the amenity center spruced up. He also added that the problem he has with PMSI is that they did not do much for people that did not follow the HOA rules.

Mr. Greenberg responded that the Board has talked about bringing a consultant in to evaluate the property to determine if the facility is sufficient for the number of homes the District has now. Options and associated costs can be considered based on those results.

Supervisor Snow rejoined the meeting at this time.

Cheryl Palmer commented that her only experience with PMSI is with the Phase 3 turnover and it was a mess.

Pam DeShawn commented that Phase 1 had a very active homeowner's association that put together events prior to COVID and she does not believe a lifestyle package is needed. She also commented on PMSI stating that they have had billing problems almost every year and they've had to beg to get them to drive around and acknowledge the violations.

Mr. Laughlin noted that both GMS and Vesta's proposals are within the amount budgeted for Fiscal Year 2024, which is \$57,300. The Board members discussed the proposals, and the following action was taken.

On MOTION by Mr. Snow seconded by Ms. Chamerda with all in favor the proposal from Governmental Management Services for amenity and field management services was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Proposal from BrightView for Storm Cleanup Services

Ms. Kilinski explained that the FEMA has a very specific definition of what emergency debris removal means. If a storm comes through, FEMA is going to look at whether a contract has been pre-authorized to provide emergency debris removal services. BrightView's proposal can be submitted to show that it's a reasonable relationship to the contract and the District could be reimbursed for those services. She also noted that debris removal services that are not considered emergency would have to be catastrophic for it to be worthwhile to go through the FEMA claims process. She recommended approval of the BrightView proposal for storm cleanup services, which will cover the stuff that is impacting health, safety and welfare.

Mr. Laughlin noted a quote from BrightView would be presented to the Board for approval before any storm cleanup is executed.

Supervisor Greenberg left the meeting temporarily at this time.

On MOTION by Mr. Snow seconded by Mr. Eichmann with all in favor the proposal from BrightView for storm cleanup services was approved.

NINTH ORDER OF BUSINESS**Acceptance of the Audit Report for Fiscal Year 2022**

Mr. Laughlin provided a brief overview of the audit report for Fiscal Year 2022, noting there were no material weaknesses in internal control identified and it is considered a clean audit report.

On MOTION by Ms. Chamerda seconded by Mr. Snow with all in favor the Fiscal Year 2022 audit report was accepted.

TENTH ORDER OF BUSINESS**Discussion of Pool Area Improvements**

Mr. Shiver stated that the intentions are to look into improvements for the entire amenity center including additional parking, improvements to pool equipment and better utilization of certain amenities, such as the wading pool.

Mr. Snow added that shades structures have also been mentioned.

Supervisor Greenberg rejoined the meeting at this time.

Staff will work on obtaining estimates from architects and/or consulting firms that could assist with such improvements.

ELEVENTH ORDER OF BUSINESS**Public Hearings****A. Public Hearing for the Purpose of Adopting the Fiscal Year 2024 Budget**

On MOTION by Ms. Chamerda seconded by Mr. Eichmann with all in favor the public hearing on the adoption of the budget and imposition of assessments for Fiscal Year 2024 was opened.

Mr. Laughlin noted with the change in onsite management team, the budget was increased in anticipation of proposals coming in higher than the existing rate. There were other minor increases mostly due to inflation including electric and insurance costs and increases to the landscape line item and repairs and maintenance line item. The total increase in assessments comes to \$41.56 per unit, per year.

Pam DeShawn asked if last year's increase was \$87.

Ms. Kilinski responded that it was \$170.

Kris Nienow asked if the Board feels comfortable with where the reserves will be in the next five years.

Mr. Greenberg responded that his opinion is no. Catch up is the worst possible scenario, so that's why it's important this process takes place to try to find out what the monetary needs will be going forward and if increases are needed, they should be implemented over the longest period of time possible so that it is affordable.

Mr. Laughlin added that this District is getting to the point of comfortable reserves. With the 2024 contribution, the balance will be over \$200,000, which is getting close to the recommendation of the reserve study.

On MOTION by Ms. Chamerda seconded by Mr. Snow with all in favor the public hearing on the adoption of the budget and imposition of assessments for Fiscal Year 2024 was closed.

1. Consideration of Resolution 2023-03, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2024

On MOTION by Mr. Snow seconded by Mr. Eichmann with all in favor Resolution 2023-03, relating to annual appropriations and adopting the budget for Fiscal Year 2024 was approved.

B. Public Hearing for the Purpose of Imposing Special Assessments

This public hearing was combined with the public hearing to adopt the budget.

1. Consideration of Resolution 2023-04, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2024

Ms. Kilinski explained that Resolution 2023-04 levies the lien that will secure the budget just adopted.

On MOTION by Mr. Snow seconded by Ms. Chamerda with all in favor Resolution 2023-04, imposing special assessments and certifying an assessment roll for Fiscal Year 2024 was approved.

TWELFTH ORDER OF BUSINESS

Other Business

There being none, the next item followed.

THIRTEENTH ORDER OF BUSINESS

Staff Reports (2)

A. District Counsel

Ms. Kilinski informed the Board that since the last board meeting it's been discovered that the property in which the AT&T/Bellsouth building sits is CDD property. Through the

earlier foreclosure, the property was owned by a special purpose entity that was created by the trustee on behalf of the bondholders. An agreement was found between AT&T and the HOA and it appears the arrangement was to provide exclusivity for AT&T to provide internet and phone services and to provide use of the property in exchange for a portion of the profits from the services. The agreement that was found expired in 2021 and the building does not appear to be currently used, so there may be an opportunity for additional amenity enhancements on this property.

Mr. Shiver added that there could also be an opportunity for a potential revenue stream by reentering into an agreement with AT&T for continued use of the building.

Ms. Kilinski also updated the Board on the injunctions filed, one of which involves a court case. Favorable approval was received by the judge in that case. It is her understanding that the fence has since been moved. A motion has been filed regarding fees and that motion is pending.

Mr. Greenberg asked if there is an update on the pool contractor that refuses to honor the warranty.

Mr. Shiver responded that counsel's office sent a demand letter out yesterday.

Mr. Eichmann stated that there is at least one easement access issue remaining in Phase 3.

Ms. Kilinski asked that he provide the address because her understanding was that there was 100% compliance at this point.

B. District Manager – Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2024

Mr. Laughlin presented a proposed meeting schedule for Fiscal Year 2024 that includes bi-monthly meetings on the third Tuesday of the month at 11:00 a.m. with exception to the November meeting, which will be scheduled for the second Tuesday due to the Thanksgiving holiday. He noted a few dates on the schedule included in the agenda package were off by a day, so the November date will be corrected to November 14, 2023, the January date will be corrected to January 16, 2024, and the March date will be corrected to March 19, 2024.

On MOTION by Mr. Snow seconded by Ms. Chamerda with all in favor the meeting schedule for Fiscal Year 2024 was approved as revised.

C. Field Operations Manager – Report

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

Mr. Greenberg noted that the outside spigot is broken.

Mr. Shiver stated that it is on his list to be repaired.

Mr. Snow asked if umbrellas have been ordered.

Mr. Shiver responded that four umbrellas are scheduled to be delivered this week.

FOURTEENTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of May 31, 2023

Copies of the financial statements were included in the agenda package.

B. Approval of Check Register

A copy of the check register totaling \$46,662.33 was included in the agenda package.

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

FIFTEENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

There were no supervisor requests.

Audience Comments

Susan Mason stated that the Envera security system sounded worth considering.

Mr. Laughlin responded that the Board will be considering a proposal from Envera during the security session.

Susan Mason informed the Board that several of the doors in the women's restroom do not close properly.

Mr. Shiver stated that he would look at them after the meeting.

Kris Nienow stated that there has previously been staff at the pool on the weekends and asked if that is still included in the budget.

Mr. Greenberg responded no. The funds were taken out purposefully because the pool monitors were not effective in enforcing rules. That is one of the reasons the Board is considering other security measures.

Carol Mosior commented that she has concerns about the ponds and the debris that was left after the water levels receded following the bad weather in May.

Mr. Greenberg stated that part of the problem is the builder refused to clean the ponds and many of the contractors threw garbage in them. Once the CDD takes over maintenance of the ponds in Phase 3, the CDD may have to spend funds to clean the garbage out if Dream Finders does not do so first.

Mr. Laughlin stated that the landscape company should be cleaning up debris around the pond banks and not mowing over it, although they will not clean up construction debris.

Randy Goshorn stated that his property backs up against the foliage growing between the Concourse. The silt fence is still in place and there are chunks of concrete in the area.

Mr. Greenberg stated that this is one of the issues the District has been trying to get the builder to remedy.

Ms. Kilinski stated that there is a way to enter into a contract with the developer to provide that if they do not maintain the property themselves, the District can clean it and request reimbursement from the developer. Additionally, if the property is still owned by the developer, the HOA can fine them.

A resident asked if the preserves will be turned over to the St. Johns River Water Management District.

Mr. Laughlin responded that the preserves will be District property and there will be a permit with the St. Johns River Water Management District stating that the District has to keep the preserves in a conversation state.

Kris Nienow asked if investigations into people cutting into the preserve areas will be turned over to the CDD.

Mr. Shiver stated that anytime he has been notified of such an issue, Mr. Laughlin has been involved.

SIXTEENTH ORDER OF BUSINESS

Discussion of Security Matters

This portion of the meeting was closed to the public in accordance with Sections 119.071(3)(a) and 281.301, Florida Statutes, as the Board discussed matters related to the security system plan. The closed session began at approximately 1:37 p.m. The public portion of the meeting resumed at approximately 1:53 p.m. and the following action was taken.

On MOTION by Mr. Eichmann seconded by Ms. Chamerda with all in favor a proposal from Envera for security camera installation and monitoring was approved subject to information on monitoring hours being confirmed, with the Chairman authorized to sign the agreement.

Supervisor Snow left the meeting at this time.

SEVENTEENTH ORDER OF BUSINESS **Next Scheduled Meeting – September 19, 2023 at 11:00 a.m. at the Amelia Concourse Amenity Center**

EIGHTEENTH ORDER OF BUSINESS **Adjournment**

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

Secretary / Assistant Secretary

Chairman / Vice Chairman

FIFTH ORDER OF BUSINESS

**AGREEMENT BETWEEN AMELIA CONCOURSE COMMUNITY
DEVELOPMENT DISTRICT AND GOVERNMENTAL MANAGEMENT SERVICES,
LLC, FOR FACILITY AND FIELD MANAGEMENT SERVICES**

This Agreement for Amenity Facility and Field Management Services (“Agreement”) is made and entered into to be effective as of August 1, 2023, by and between:

Amelia Concourse Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, located in Nassau County, Florida, with a mailing address of 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“District”), and

Governmental Management Services, LLC, a Florida limited liability corporation, having offices at 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (“Contractor” and, together with the District, the “Parties”).

RECITALS

WHEREAS, the District is a local unit of special-purpose government established pursuant to and governed by Chapter 190, *Florida Statutes*; and

WHEREAS, the District has constructed a recreation center that includes a swimming pool, a clubhouse, a playground, and other recreation facilities (collectively, the “Amenity Center”), and is responsible for operation and maintenance of other common areas and public improvements within the District; and

WHEREAS, the District desires to enter into an agreement with an independent contractor to provide facility management and maintenance, field/contract management, janitorial/custodial services, and pool maintenance services for District property and facilities; and

WHEREAS, Contractor has a background in the management and maintenance of recreation facilities and is willing to provide such management and maintenance services to the District in accordance with this Agreement; and

WHEREAS, the District desires to enter into a contractual relationship with Contractor to manage and maintain the Amenity Center and to provide other services as described in this Agreement and the scope of services attached hereto as **Exhibit A**, and incorporated herein by reference (the “Services”). To the extent any provisions of **Exhibit A** conflict with the express terms contained herein of this Agreement, the terms of this Agreement shall control.

NOW, THEREFORE, based upon good and valuable consideration and the mutual covenants of the Parties, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. INCORPORATION OF RECITALS. The recitals stated above are true and correct and by this reference are incorporated as a material part of this Agreement.

2. ENGAGEMENT OF SERVICES. The District agrees to engage Contractor to provide the Services. This Agreement grants to Contractor the right to enter and use the Amenity Center for the purposes and uses described in this Agreement, and Contractor hereby agrees to comply with all applicable laws, rules, and regulations while performing its obligations under this Agreement.

3. SCOPE OF SERVICES. Contractor shall perform facility management and maintenance, field/contract management, janitorial/custodial services, and pool maintenance services in accordance with the scope of services set forth at **Exhibit A**. Staffing levels shall be, at a minimum, at the levels set forth in Contractor's proposal attached hereto as **Exhibit B**. Contractor shall provide, at a minimum, (1) site visit per week during the off season, and two (2) site visits a week during the busy season (Memorial Day to Labor Day). The facility manager shall at a minimum manage operations outside the amenity center, such as landscape maintenance contractor, lake maintenance contractor, review utility bills, approve invoices for payment, assist with annual budget preparations, etc. Additionally, the facility manager shall communicate to all stakeholders and provide a monthly report to the Board.

4. COMPENSATION. Contractor shall be compensated for providing the Services described in Section 3 of this Agreement in accordance with the following terms:

- A.** For the Initial Term of this Agreement, Contractor agrees to the following compensation breakdown as detailed in **Exhibit B** attached hereto:
 - a. For facility management, annual compensation shall not exceed the amount of **Fourteen Thousand Dollars and 00/100 (\$14,000.00)**.
 - b. For field/contract management, annual compensation shall not exceed **Fourteen Thousand Dollars and 00/100 (\$14,000.00)**.
 - c. For janitorial services, annual compensation shall not exceed **Nine Thousand, Two Hundred Forty Dollars and 00/100 (\$9,240.00)**.
 - d. For pool maintenance services, annual compensation shall not exceed **Seventeen Thousand, Two Hundred Dollars and 00/100 (\$17,200.00)**.
 - e. For any additional maintenance and repair services authorized by the District, contractor shall invoice said services at a rate of **Forty Dollars (\$40.00)** per hour plus reasonable expenses, or as otherwise agreed by the Parties.
- B.** Contractor shall invoice the District monthly for its Services. Contractor shall provide, upon request, copies of employee time cards documenting the total hours worked. The District shall pay invoices within thirty (30) days of receipt in accordance with Florida's Local Government Prompt Payment Act.
- C.** Pricing for subsequent terms of this Agreement shall be in accordance with **Exhibit B**.

5. GENERAL PROVISIONS.

A. Contractor is an independent contractor. Contractor shall have sole authority as an independent contractor in dealing with its employees and shall be solely responsible for all necessary insurance payments (including workman's compensation, as required by Florida law), payroll taxes and other deductions, and the provision of various benefits to its staff.

B. Contractor shall promptly respond to any and all emergencies or problems related to the Amenity Center and shall report to the District all known problems related to the Amenity Center.

D. Costs incurred by Contractor due to emergencies or at the written direction of the District shall be reimbursed to Contractor at cost. Such reimbursements shall be paid only in accordance with receipts for such costs provided to the District by Contractor.

E. The Contractor shall be as fully responsible to the District for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as the Contractor is for the acts and omissions of persons directly employed by the Contractor. Contractor shall ensure that all subcontractors satisfy the insurance requirements set forth herein. Nothing contained herein shall create contractual relations between any subcontractor and the District.

6. CARE OF THE PROPERTY. Contractor shall use all due care to protect the property of the District, its Patrons, landowners and authorized guests from damage by Contractor or its employees or agents. Contractor agrees to repair any damage resulting from the Services within twenty-four (24) hours. Any such repairs shall be at the Contractor's sole expense, unless otherwise agreed, in writing, by the District.

7. COMPLIANCE WITH GOVERNMENTAL REGULATIONS. In providing the Services, Contractor shall use approved and effective chemicals and cleaning agents in strict compliance with state and federal environmental guidelines. Further, Contractor shall take any action necessary to promptly comply with any and all orders or requirements affecting the Amenity Center placed thereon by any governmental authority having jurisdiction. However, Contractor shall not take any action under this paragraph if the District is contesting or has affirmed its intention to contest any such order or requirement. Contractor shall promptly and in no event within more than seventy-two (72) hours notify the District in writing of all such orders or requirements.

8. INVESTIGATION AND REPORT OF ACCIDENTS/CLAIMS. Contractor shall promptly and in no event within more than seventy-two (72) hours provide a written report as to all accidents, injuries or claims for damage relating to the Amenity Center or related to the Services, including any damage or destruction of property, and shall cooperate and make any and all reports required by any insurance company, law enforcement agency or the District in

connection therewith, unless the District's Board of Supervisors ("Board") expressly directs Contractor otherwise, in writing. The District may adopt policies requiring more stringent reporting requirements of Contractor, which later adopted policies shall control; this paragraph is intended to set forth minimum standards.

9. TERMINATION. The District shall have the right to terminate this Agreement at any time upon written notice due to Contractor's failure to perform in accordance with the terms of this Agreement, or upon thirty (30) days' written notice without cause. Contractor shall have the right to terminate this Agreement upon sixty (60) days' written notice to the District stating a failure of the District to perform in accordance with the terms of this Agreement. In the event either party terminates this Agreement, Contractor agrees to accept the balance due and owing to it at the effective date of termination for the work performed up to that date. Upon termination, the Parties shall account to each other with respect to all matters outstanding as of the date of termination. Upon termination, the Parties shall account to each other with respect to all matters outstanding as of the date of termination. Upon termination of this Agreement, the Contractor shall also, as soon as practicable, but in no event later than the effective date of termination or such other date as may be set forth below:

- a. deliver to the District all materials, equipment, tools and supplies, keys, contracts and documents relating to the facilities, the District operations, and such other accountings, papers, and records as the District shall request and are in the Contractor's possession or under the Contractor's reasonable direct control pertaining to the facilities;
- b. vacate any portion of the facilities then accessed by the Contractor as a consequence of this Agreement; and
- c. furnish all such information and take all such action as the District shall reasonably require in order to effect an orderly and systematic ending of the Contractor's duties and activities hereunder. Within ten (10) days after the effective date of any such termination, the Contractor shall deliver to the District any written reports required hereunder for any period not covered by prior reports at the time of termination.

10. EFFECTIVE DATE. The initial term of this Agreement shall begin **August 1, 2023**, and shall end **July 31, 2024**, unless terminated earlier in accordance with Section 9, above. At the option of the District, this Agreement will automatically renew for two additional one-year periods according to the terms provided herein. If all possible renewals are utilized, the Agreement shall expire **July 31, 2026**.

11. INSURANCE.

A. Contractor shall maintain throughout the term of this Agreement the following insurance:

- (i) Worker's Compensation Insurance in accordance with the laws of the State of Florida.

(ii) Commercial General Liability Insurance with limits of \$1,000,000 (one million dollars) applicable to bodily injury, sickness, or death in any one occurrence and \$1,000,000 (one million dollars) for loss or damage to property in any one occurrence.

(iii) Employer's Liability Coverage with limits of \$250,000 (two hundred fifty thousand dollars).

(iv) Professional Liability Insurance with limits of \$1,000,000 (one million dollars).

B. The Amelia Concourse Community Development District and its staff, consultants, and supervisors shall be listed as certificate holders and additional insureds on each such policy, and no policy may be canceled during the term of this Agreement without at least thirty (30) days' written notice to the District. Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement.

12. INDEMNIFICATION; LIMITATION ON GOVERNMENTAL LIABILITY.

A. Contractor agrees to defend, indemnify, and hold harmless the District and its officers, agents, employees, successors, assigns, members, affiliates, or representatives from any and all liability, claims, actions, suits, liens, demands, costs, interest, expenses, damages, penalties, fines, judgments against the District, or loss or damage, whether monetary or otherwise, arising out of, wholly or in part by, or in connection with the Services to be performed by Contractor, its subcontractors, its employees and agents in connection with this Agreement, including litigation, mediation, arbitration, appellate, or settlement proceedings with respect thereto. Additionally, nothing in this Agreement requires Contractor to indemnify the District for the District's percentage of fault if the District is adjudged to be more than 50% at fault for any claims against the District and Contractor as jointly liable parties; however, Contractor shall indemnify the District for any and all percentage of fault attributable to Contractor for claims against the District, regardless whether the District is adjudged to be more or less than 50% at fault. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, Florida Statutes, or other statute.

B. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorneys' fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), any interest, expenses, damages, penalties, fines, or judgments against the District.

C. Nothing in this Agreement shall be deemed as a waiver of immunity or limits of liability of the District beyond any statutory limited waiver of immunity or

limits of liability which may have been adopted by the Florida Legislature in section 768.28 of the Florida Statutes, or other statute or law, and nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

13. DEFAULT AND PROTECTION AGAINST THIRD-PARTY INTERFERENCE. A default by either party under this Agreement shall entitle the other to all remedies available at law or in equity, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained herein shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.

14. ENFORCEMENT OF AGREEMENT. In the event that either the District or Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees and costs for trial, alternative dispute resolution, or appellate proceedings.

15. CONTROLLING LAW AND VENUE. This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The Parties agree that venue for any action arising hereunder shall be in a court of appropriate jurisdiction in Nassau County, Florida.

16. ENTIRE AGREEMENT; AMENDMENTS. This instrument shall constitute the final and complete expression of the agreement between the Parties hereto relating to the subject matter of this Agreement. Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both Parties hereto.

17. AUTHORIZATION. The execution of this Agreement has been duly authorized by the appropriate body or official of both Parties hereto, both Parties have complied with all the requirements of law, and both Parties have full power and authority to comply with the terms and provisions of this Agreement.

18. NOTICES. All notices, requests, consents, and other communications under this Agreement ("Notices") shall be in writing and shall be delivered, mailed by Overnight Delivery or First Class Mail, postage prepaid, to the Parties, as follows:

- A. If to Contractor:** Governmental Management Services, LLC,
475 West Town Place, Suite 114,
St. Augustine, Florida 32092
- B. If to District:** Amelia Concourse Community
Development District
475 West Town Place, Suite 114
St. Augustine, Florida 32092
Attn: District Manager

With a copy to: Kilinski Van Wyk, PLLC
517 E. College Avenue
Tallahassee, Florida 32301
Attn: District Counsel

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for Contractor may deliver Notice on behalf of the District and Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other Parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the Parties and addressees set forth herein.

19. THIRD-PARTY BENEFICIARIES. This Agreement is solely for the benefit of the Parties hereto, and no right or cause of action shall accrue upon or by reason of or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation or other entity other than the Parties hereto any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and Contractor and their respective representatives, successors, and assigns.

20. ASSIGNMENT. Neither the District nor Contractor may assign this Agreement or any monies to become due hereunder without the prior written approval of the other. Any purported assignment without such written approval shall be void.

21. PUBLIC RECORDS. Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to Section 119.0701, Florida Statutes. Contractor acknowledges that the designated public records custodian for the District is **Daniel Laughlin** ("Public Records Custodian"). Among other requirements and to the extent applicable by law, the Contractor shall: 1) keep and maintain public records required by the District to perform the service; 2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; 3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and 4) upon completion of the contract, transfer to

the District, at no cost, all public records in the Contractor's possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO THE LICENSEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092, PHONE: (904) 940-5850, E-MAIL: DLAUGHLIN@GMSNF.COM

22. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement or any part of this Agreement not held to be invalid or unenforceable.

23. HEADINGS FOR CONVENIENCE ONLY. The descriptive headings in this Agreement are for convenience only and shall not control nor affect the meaning or construction of any of the provisions of this Agreement.

24. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute but one and the same instrument.

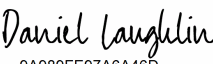
25. NEGOTIATION AT ARM'S LENGTH. This Agreement has been negotiated fully between the Parties as an arm's length transaction. The Parties participated fully in the preparation of this Agreement and received, or had the opportunity to receive, the advice of counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, all Parties are deemed to have drafted, chosen, and selected the language, and the doubtful language will not be interpreted or construed against any party.

26. E-VERIFY. Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(2)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

IN WITNESS WHEREOF, the Parties execute this Agreement the day and year first written above.

Attest:

**AMELIA CONCOURSE
COMMUNITY DEVELOPMENT DISTRICT**

DocuSigned by:

9A989FE97A6A46D
Secretary/Assistant Secretary,
Board of Supervisors

Print Name: Daniel Laughlin

DocuSigned by:

0A79A816FDE84EA...
Chairperson/Vice Chairperson,
Board of Supervisors

**GOVERNMENTAL MANAGEMENT
SERVICES, INC.**


Witness

Oksana Kuzmuk
Print Name of Witness

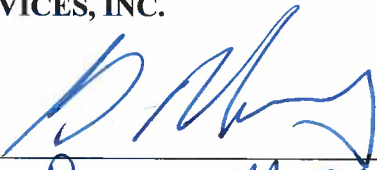
By: 
Print: Darrin Messing
Its: President

Exhibit A: Scope of Services
Exhibit B: Contractor's Staffing/Price Proposal

Exhibit A

Scope of Services

I. Overview of Contractor's Responsibilities

Contractor's staff at Amelia Concourse shall serve the District in a professional manner.

- A. Facility Management and Maintenance: Included within the Contractor's responsibilities is the oversight of the recreation facilities. Duties include issuing access cards, processing reservation requests, monitoring the use and condition of the facility, responding to and reporting rules violations, and attempting to resolve issues on behalf of the residents, as appropriate. Attention to detail and top-notch customer service is important to the community. Contractor shall also be responsible for repairing minor issues that do not require a trade license, can be completed in the required time frame, and do not require prior approval from management. Contractor shall procure a third-party proposal for any issue that cannot be repaired "in house."
- B. Field/Contract Management: Contractor shall also provide professional interaction with and coordination with outside entities, which may include but not be limited to, coordination with District vendors, the homeowner's association, landscape maintenance, and other service contractors, along with the administration of contracts with one or more of the same. Contractor shall monitor the performance of the District's vendors and service providers and ensure that contractual requirements are met. Contractor shall additionally note any maintenance needs for District facilities and procure proposals for repair or additional service when needed.
- C. Janitorial/Custodial Services:

<u>Service</u>	<u>Frequency</u>
<u>Clubhouse</u>	
Empty and replace liners in all garbage cans	Each visit
Clean clubhouse restrooms and stock if needed	Each visit
Clean entrance doors inside and out	Each visit
Sweep and mop ceramic tile	Each visit
Wipe down all tables, coffee tables, end tables	Each visit
Clean kitchen area, wipe down appliances	Each visit
Dust all pictures, light fixtures, A/C vents, and TVs	Monthly
Clean interior windowsills and glass windows	Monthly

Dust blinds/window treatments and interior ceiling fans	Monthly
Pool/Playground Bathrooms	
Empty and replace liners in garbage cans	Each visit
Sanitize counter tops and diaper changing stations	Each visit
Sanitize all toilets, urinals, and sinks	Each visit
Sweep and sanitize floors	Each visit
Clean all mirrors	Each visit
Wipe down and disinfect partition doors	Each visit
Restock all paper products, soaps, and toiletries	As needed
Dust all light fixtures, vents, and door frames	Monthly
Exterior/Police Grounds	
Empty all exterior garbage cans and replace liners	Each visit
Police pool deck for trash	Each visit
Clean exterior windows and windowsills	Monthly
Clean soffits and fascia boards	Monthly or as needed
Recreational amenities	
Arrange pool furniture and blow off decks	Each visit
Clean water fountains	Each visit
Wipe down pool furniture	Weekly
Check sand in ashtrays and clean/replenish (if applicable)	Monthly
High dust exterior ceiling fans and light fixtures	Weekly or as needed
Check light bulbs and replace any that are burnt out	Each visit

- D. Pool Maintenance: Contractor shall provide certified pool technicians to conduct general maintenance of the pool and pool chemicals. This shall include monitoring and maintaining correct water chemistry. A series of water tests shall be conducted at each site visit, and the results of those tests shall be interpreted and used to determine the chemicals needed to maintain purity and balance as recommended by NSPF and as required by the State of Florida. These services shall also include cleaning the filter, pump and skimmer baskets as needed, and for general maintenance and adjustment of pool equipment as needed. The pool will be vacuumed regularly and surface water skimmed to remove floating debris. Pool steps and tiles will be manually cleaned as needed.

The pool must be inspected regularly and anything that appears to be in violation of the State pool code must be corrected, or alternatively management must be notified to that it may be corrected as soon as possible.

A hand-written record must be kept showing activities of the pool, as well as a full test kit onsite at all times. Entries will show water test, chemicals added, filter condition, and whatever maintenance tasks were performed on the pool that day. The routine chemical test performed by the technician shall be Free Chlorine Residual, pH, Acid demand, total Alkalinity, Calcium Hardness, and Cyanuric Acid. If the Contractor recommends additional tests, please specify on the proposal.

Non-routine or additional work will be billed separately only after approval of the District. This includes work on mechanical seals, bearing, gaskets, light bulbs, or any part of the pool that is not “routine” pool maintenance.

Chemicals and filter media used to properly treat and balance the pool shall not be included in the pricing and shall be billed separately at actual cost with no markup.

- E. Communication and Board Meetings: Courteous and respectful communication with the District Board, residents and others shall be expected at all times. Monthly reporting to the District Board of Supervisors will be a required job function along with attendance at Board meetings. A schedule of the District’s Board meetings may be found on its website. Recommendations on vendor changes, performance and contract administration responsibility are important job functions. The contractor will not have authority to enter into contracts on behalf of the District, but shall instead present all proposals to the District Manager.

II. Staffing

Overview: The staffing responsibilities include all duties associated with employing the recreation staff, such as recruiting, hiring, training, overseeing, and evaluating such personnel. Previously, the staff has included one (1) individual providing all services, with an estimated time commitment of ten (10) hours per week. The Contractor is required to provide at least one (1) site visit per week during the off season, and two (2) site visits a week during the busy season (Memorial Day to Labor Day). If the respondent would like to propose a different service model, please specify in the proposal. The District requests that proposers review the desired services and develop a staffing solution that is comprehensive, efficient, responsive to the District’s needs and cost-effective. Proposer must clearly explain staffing levels, time present and dedicated to onsite presence, and quantify individual positions and compensation in its proposal.

Proposers should bid on the scope included with this Request for Proposals. Alternate proposals may be submitted along with the original proposal; the Board will consider these alternatives and reserves the right to award a contract with an alternative scope. Contractor shall be responsible for all necessary insurance payments (including workman's compensation, as required by Florida law), payroll taxes, and the provision of various benefits on behalf of its Personnel.

Exhibit B
Contractor's Staffing/Price Proposal
AMELIA CONOURSE COMMUNITY DEVELOPMENT DISTRICT
INFORMAL REQUEST FOR PROPOSALS
FOR
FACILITY AND FIELD MANAGEMENT
 Issued June 13, 2023 - Due July 10th, 2023
 From Governmental Management Services, L.L.C.

SECTION 5.B.

SERVICE PROPOSAL FORMS

PROPOSAL FOR FACILITY AND FIELD MANAGEMENT SERVICES AMELIA CONOURSE CDD

Instructions:

1. For the questions in Section A below, please use the Year 1 price. However, the Board requires pricing for all three years, to be shown in the compensation chart at Section B. Pricing for years 2 and 3 may be expressed as a maximum percentage increase rather than a set fee if desired.
2. Please fill in the information in Section A and the compensation chart in Section B COMPLETELY.
3. If a particular line item does not apply, please write "N/A" and attach additional sheets to explain why not. If you feel a line item does not adequately capture the services you will be providing, please provide a clear explanation. Attach separate sheets as needed. Any unexplained blanks may be weighed negatively in the Board's evaluation.

A. Proposed Level of Service Detail

Name Of Proposer	Governmental Management Services, L.L.C.
Position #1 Title:	Facility Manager
Baseline Hours Staffed Onsite:	8 hours per week.
Brief Description:	Manage Amenity Center operations such as pool maintenance contractor, janitorial contractor, pest control, review utility bills, approve invoices for payment, perform minor maintenance services, etcetera. Communicate status proactively to all stakeholders including the District Manager, and to provide a monthly Amenity operations reports to the Board.
Which category of services will this position provide? (Check all that apply):	<input checked="" type="checkbox"/> Facility Management Services <input type="checkbox"/> Field /Contract Management <input type="checkbox"/> Janitorial <input type="checkbox"/> Pool Maintenance <input checked="" type="checkbox"/> Other: See Above _____
Position #2 Title:	Contractor Administrator
Hours Staffed Onsite:	8 hours per week.
Brief Description:	Manage operations outside the Amenity Center, such as Landscape Maintenance Contractor, Lake Maintenance Contractor, review utility bills, approve invoices for payment, assist with annual budget preparations, etcetera. Communicate status proactively to all stakeholders including the Facility Manager, District Manager, and to provide a monthly field operations reports to the Board.

AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT
INFORMAL REQUEST FOR PROPOSALS
FOR
FACILITY AND FIELD MANAGEMENT
Issued June 13, 2023 - Due July 10th, 2023
From: Governmental Management Services, L.L.C.

Name Of Proposer	Subcontractor(s):
Facilities Subcontractor:	
Which category of services will this position provide? (Check all that apply)	<input type="checkbox"/> Facility Management Services <input type="checkbox"/> Field Contract Management <input checked="" type="checkbox"/> In-house <input type="checkbox"/> Pool Maintenance <input type="checkbox"/> Other:
Not-To-Exceed Annual Amount For Services: \$9,240 For First Fiscal Year	
Amount To Be Paid To The Subcontractor: \$8,400 For First Fiscal Year	
Markup Amount Requested By Proposer: \$600 For First Fiscal Year	
Pool Maintenance Subcontractor:	
Which category of services will this position provide? (Check all that apply)	<input type="checkbox"/> Facility Management Services <input type="checkbox"/> Field Contract Management <input checked="" type="checkbox"/> In-house <input type="checkbox"/> Pool Maintenance <input type="checkbox"/> Other:
Not-To-Exceed Annual Amount For Services: \$17,200 For First Fiscal Year	
Amount To Be Paid To The Subcontractor: \$15,400 For First Fiscal Year	
Markup Amount Requested By Proposer: \$1,400 For First Fiscal Year	
How often will pool maintenance services be performed? 2 Times Per Week	
Maintenance & Repair Section:	
Maintenance and Repair Work Orders Fee Schedule:	\$40.00/Hour + Reasonable Expenses
Which category of services will this position provide? (Check all that apply)	<input type="checkbox"/> Facility Management Services <input type="checkbox"/> Field Contract Management <input type="checkbox"/> In-house <input type="checkbox"/> Pool Maintenance <input checked="" type="checkbox"/> Other: Work Orders are submitted at the direction of the District Manager, Contract Administrator, and/or Board Of Supervisors. Proposals to be submitted for large assignments.

Additional Maintenance Services

For services not included in the general scope of services, does the Proposer offer any additional in-house facilities maintenance personnel who are capable of performing basic maintenance and repairs? (Circle one and provide requested details)

a. **Yes**

Not including materials (which are to be billed at cost with no markup), what is the labor rate for these additional facilities maintenance services?

What types of services are available for this additional cost? Check all that apply and provide any necessary qualifying details.

- ☒ Irrigation repairs _____
- ☒ Pressure washing _____
- ☒ Pool Area Maintenance (awnings, pavers, etc.) _____
- ☒ Basic electrical repairs _____
- ☒ Basic plumbing repairs _____
- ☒ Other: _____

GMS has an in-house repairs and maintenance department providing fully insured maintenance services in Tampa, Central Florida, and North Florida territories. Small to medium-size maintenance requests are coordinated through the District Manager and/or Field Operations Manager at the direction of the Board of Supervisors. Year One pricing will be \$40.00/Hour + Reasonable Expenses.

b. **No** (Contractor will procure third-party proposals for maintenance/repair needs)

If GMS is not able or equipped to provide the specific maintenance/repair need, we may pursue external vendor contracts per standard practices.

AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT
INFORMAL REQUEST FOR PROPOSALS
FOR
FACILITY AND FIELD MANAGEMENT
 Issued June 13, 2023 - Due July 10th, 2023
 From Governmental Management Services, L.L.C.

B. Price Proposal

Service	Year 1	Year 2	Year 3
Facility Management	\$14,000	5.5% Cost of Living Increase	To Be Determined During Annual Adopted Budget Process
Field/Contract Management	\$14,000	5.5% Cost of Living Increase	To Be Determined During Annual Adopted Budget Process
Janitorial Services	Subcontractor: Not To Exceed \$9,140 for Services Within The Fiscal Year	To Be Determined During Annual Adopted Budget Process	To Be Determined During Annual Adopted Budget Process
Pool Maintenance Services	Subcontractor: Not To Exceed \$17,200 for Services Within The Fiscal Year	To Be Determined During Annual Adopted Budget Process	To Be Determined During Annual Adopted Budget Process
Additional Maintenance & Repair Services	Subcontractor: \$40.00 / Hour + Reasonable Expenses	To Be Determined During Annual Adopted Budget Process	To Be Determined During Annual Adopted Budget Process
Total	\$54,440		

NOTE: IF THE PROPOSER DESIRES TO PROPOSE AN ALTERNATE APPROACH TO OPERATING AND MAINTAINING THE DISTRICT'S FACILITIES, THE PROPOSER IS STRONGLY ENCOURAGED TO SUBMIT BOTH A PROPOSAL RESPONSIVE TO THE STRUCTURE OUTLINED HEREIN AND A SEPARATE, ALTERNATIVE PROPOSAL WITH SUFFICIENT DETAIL FOR THE DISTRICT TO UNDERSTAND THE PRICING AND ALTERNATIVE(S). SUCH INFORMATION CAN BE PROVIDED IN A SEPARATE PAGE/Writing.

SIXTH ORDER OF BUSINESS

Proposal for Extra Work at Amelia Concourse CDD

Property Name	Amelia Concourse CDD	Contact	Daniel Laughlin
Property Address	85200 Amaryllis Ct Fernandina Beach, FL 32034	To	Amelia Concourse CDD
		Billing Address	GMS North Florida LLC 475 W Town Place Ste 114 St Augustine, FL 32092

Project Name	Playground Mulch
Project Description	Supply and install 30 cu.yds. certified playground mulch

Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Supply and install 30 cubic yards of certified playground mulch

For internal use only

SO#	8173867
JOB#	346700408
Service Line	160

Total Price	\$2,268.00
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THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
1854 West Road, Jacksonville, FL 32216 ph. (904) 725-2552 fax (904) 725-0188

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales or General Excise Tax (GET), where applicable.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency, epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
9. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
10. **Access to Jobsite:** Customer shall provide all utilities to perform the work. Customer shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the Customer makes the site available for performance of the work.
11. **Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. **Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.

15. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Customer will be liable for a minimum travel charge of \$150.00 and billed to Customer.

The following sections shall apply where Contractor provides Customer with tree care services:

16. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Customer. Defined backfill and landscape material may be specified. Customer shall be responsible for contacting the appropriate underground utility locator company to locate and mark underground utility lines prior to start of work. Contractor is not responsible for damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Customer's expense.
17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboriculture) standards will require a signed waiver of liability.

Acceptance of this Contract

By executing this document, Customer agrees to the formation of a binding contract and to the terms and conditions set forth herein. Customer represents that Contractor is authorized to perform the work stated on the face of this Contract. If payment has not been received by Contractor per payment terms hereunder, Contractor shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Customer. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 15 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

Property Manager

Signature	Title
Daniel Laughlin	July 17, 2023
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

Branch Manager

Signature	Title
Richard Craig	July 17, 2023
Printed Name	Date

Job #: 346700408

SO #: 8173867 **Proposed Price:** \$2,268.00

SEVENTH ORDER OF BUSINESS

RESOLUTION 2023-05

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE AMELIA CONCOURSE COMMUNITY
DEVELOPMENT DISTRICT ADOPTING AMENDMENTS
TO POLICIES REGARDING DISTRICT AMENITY
CENTER; AND PROVIDING A SEVERABILITY CLAUSE;
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Amelia Concourse Community Development District (the “**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, as amended (the “**Act**”), and being situated within Nassau County, Florida; and

WHEREAS, the District’s Board of Supervisors (the “**Board**”) previously adopted *Policies Regarding District Amenity Center* (the “**Amenity Policies**”); and

WHEREAS, the Board desires to amend the Amenity Policies as set forth at **Exhibit A** and has determined that it is in the District’s best interest to amend the Amenity Policies as proposed for immediate use and application.

**NOW THEREFORE BE IT RESOLVED BY THE
GOVERNING BOARD OF THE AMELIA CONCOURSE
COMMUNITY DEVELOPMENT DISTRICT:**

SECTION 1. The attached amendments to the Amenity Policies are hereby adopted pursuant to this resolution as necessary for the conduct of District business. These amendments shall stay in full force and effect until such time as the Board may amend these rules in accordance with Chapter 190, *Florida Statutes*.

SECTION 2. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 3. This resolution shall become effective upon its passage and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED this 19^h day of September, 2023.

ATTEST:

**AMELIA CONCOURSE
COMMUNITY DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Amendments to Amenity Policies

EXHIBIT A

[ATTACHED BEGINNING AT FOLLOWING PAGE]

**AMELIA CONCOURSE
COMMUNITY DEVELOPMENT DISTRICT**

**Policies and Rates Regarding Use of the District's
Amenity Center**

*(To be reviewed by the Board ~~Approved May 13,~~
~~2010~~September 19, 2023)*

In accordance with Chapters 190 and 120, Florida Statutes, and on ~~May 13, 2010,~~September 19, 2023 at duly noticed public meeting ~~and after a duly noticed public hearing~~, the Board of Supervisors of the Amelia Concourse Community Development District adopted the ~~rates and the rules governing the rates~~policies set forth herein.

USER FEE STRUCTURE

- (1) The annual user fee for an individual not owning property within the District is **\$1,800.00**. The annual user fee for a non-owner is valid for a maximum of two (2) adults and their dependents, if any.
- (2) One Facility Access ~~Key-Card~~ will be issued to each family owning property within the District and non-resident fee-paying families. There is a **\$25.00** charge to replace lost ~~keyscards~~. Replacement ~~keys-cards~~ may be obtained through ~~First Coast CMS~~Governmental Management Services. Phone (904) ~~537-9034~~239-5305 or ~~e-mail tony@firstcoastcms.com~~e-mail Cheryl Graham at Cgraham@rmsnf.com.
- (3) All Guests must be accompanied by a Patron (as defined below) at all times. Patrons are limited to a maximum of five (5) guests at a time.
- (4) The person making a fee payment where a check is returned due to insufficient funds will be liable for a \$50.00 Returned Check/Insufficient Funds fee.

GENERAL PROVISIONS

- (1) District property owners and non-resident fee payers ("Patrons") must present their access cards and register upon entering the Amelia Concourse Amenity Center ("Amenity Center").
- (2) Children under fourteen (14) years of age must be accompanied by a parent or authorized person eighteen (18) years old or older.
- (3) The Amenity Center's hours of operation will be ~~57:00 a.m. to 10:00 p.m.~~ or as otherwise established~~Ssunrise, whichever is later and published by the District from time to time will close at 9 p.m. or sSunset, whichever is later, except for pre-approved special events, and except as otherwise designated by the District. The pool may only be used from 30 minutes after sunrise to 30 minutes before sunset, in accordance with Florida Department of Health regulations.~~
- (4) Alcoholic beverages shall not be served or sold, nor permitted to be consumed on the Amenity Center's premises, except at pre-approved special events. Approval may only be granted by the District's Board of Supervisors (present request to Amenity Manager in at least 48 hours in advance of the meeting) and will be contingent upon providing proof of event insurance with the District named an additional insured.
- (5) Dogs or other pets (with the exception of service animals, such as "Seeing Eye Dogs") are not permitted at the Amenity Center facilities or grounds. Where dogs are permitted on the grounds, they must be leashed at all times.
- (6) Vehicles must be parked in designated areas. Vehicles may not be parked on grass lawns, or in any way which blocks the normal flow of traffic.
- (7) Fireworks of any kind are not permitted anywhere on the facilities or adjacent areas.
- (8) No Patron, visitor or guest is allowed in the pool service equipment areas of the facility.
- (9) With the exception of the rates and the rules governing the rates, the Board of Supervisors reserves the right to amend or modify these policies without a public hearing when necessary and

will notify the Patrons of any changes.

- (10) The Board of Supervisors and personnel of the Amenity Center have full authority to enforce these rules and regulations.
- (11) Facility Access ~~Keys-Cards~~ will be issued to Patrons at the time they become entitled to use the facilities. All Patrons must use their ~~key-card~~ for entrance to the Amenity Center. All lost or stolen ~~keys-cards~~ should be reported immediately to First Coast CMS Governmental Management Services, Phone (904) 537-9034/239-5305 or e-mail tony@firstcoastcms.com. Cheryl Graham at Cgraham@rmsnf.com.
- (12) Smoking is not permitted anywhere in the Amenity Center.
- (13) Guests must be ~~registered and~~ accompanied by a Patron before entering the Amenity Center.
- (14) Disregard for any Amenity Center rules or policies may result in expulsion from the facility and/or loss of Amenity Center privileges.
- (15) Glass and other breakable items are not permitted at the Amenity Center.
- (16) Patrons and their guests shall treat any staff members and other Patrons with courtesy and respect.

LOSS OR DESTRUCTION OF PROPERTY OR INSTANCES OF PERSONAL INJURY

Each Patron and each guest as a condition of invitation to the premises of the Amenity Center assume sole responsibility for his or her property. The District and its contractors shall not be responsible for the loss of damage to any private property used or stored on the premises of the Amenity Center, whether in lockers or elsewhere.

No person shall remove from the room in which it is placed or from the Amenity Center's premises any property or furniture belonging to the District or its contractors without proper authorization. Amenity Center Patrons shall be liable for any property damage and/or personal injury at the Amenity Center, or at any activity or function operated, organized, arranged or sponsored by the District or its contractors, caused by the patron, any guests or any family members. The District reserves the right to pursue any and all legal and equitable measures necessary to remedy any losses due to property damage or personal injury.

Any Patron, guest or other person who, in any manner, makes use of or accepts the use of any apparatus, appliance, facility, privilege or service whatsoever owned, leased or operated by the District or its contractors, or who engages in any contest game, function, exercise, competition or other activity operated, organized, arranged or sponsored by the District, either on or off the Amenity Center's premises, shall do so at his or her own risk, and shall hold the Amenity Center, the District, the Board of Supervisors, District employees, District representatives, District contractors, and District agents harmless for any and all loss, cost, claim, injury damage or liability sustained or incurred by him or her, resulting therefrom and/or from any act of omission of the, the District, or their respective operators, Supervisors, employees, representatives, contractors, or agents. Any Patron shall have, owe, and perform the same obligation to the Amenity Center or District and their respective operators, Supervisors, employees, representative, contractors, and agents hereunder in respect to any loss, cost, claim, injury, damage or liability sustained or incurred by any guest or family member of such Patron.

Should any party bound by these District Policies bring suit against the District or its affiliates, Amenity Center operator, officers, employees, representatives, contractors or agents in connection with any event operated, organized, arranged or sponsored by the District or any other claim or matter in connection with any event operated, organized, arranged or sponsored by the District, and fail to obtain judgment therein against the District or its Amenity Center operator, officers, employee, representative, contractor or agent, said party shall be liable to the District for all costs and expenses incurred by it in the defense of such suit (including court costs and attorney's fees through all appellate proceedings).

USE AT OWN RISK; INDEMNIFICATION

Any Patron, guest, or other person who participates in the Activities (as defined below), shall do so at his or her own risk, and shall indemnify, defend, release, hold harmless, and forever discharge the District and its contractors, and the present, former, and future supervisors, staff, officers, employees, representatives, agents, and contractors of each (together, "Indemnitees"), for any and all liability, claims, lawsuits, actions, suits or demands, whether known or unknown, in law or equity, by any individual of any age, or any corporation or other entity, for any and all loss, injury, damage, theft, real or personal property damage, expenses (including attorney's fees, costs and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings), and harm of any kind or nature arising out of, or in connection with, the participation in the Activities, by said Patron, guest, or other person, and any of his or her guests and any members of his or her household.

Should any Patron, guest, or other person bring suit against the Indemnitees in connection with the Activities or relating in any way to the Amenities, and fail to obtain judgment therein against the Indemnitees, said Patron, guest, or other person shall be liable to the District for all attorney's fees, costs, and other expenses for investigation and defense and in connection with, among other proceedings, alternative dispute resolution, trial court, and appellate proceedings.

The waiver of liability contained herein does not apply to any act of intentional, willful or wanton misconduct by the Indemnitees.

For purposes of this section, the term "Activities" shall mean the use of or acceptance of the use of the Amenities, or engagement in any contest, game, function, exercise, competition, sport, event, or other activity operated, organized, arranged or sponsored by the District, its contractors or third parties authorized by the District.

Nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in Section 768.28, F.S., or other statutes or law.

GENERAL SWIMMING POOL RULES

- (1) At any given time, a Patron may accompany up to five (5) guests at the swimming pool. Patrons and their guests are limited to a maximum of two (2) vehicles at the Amenity Center.
- (2) Patrons and their guests swim at their own risk. Lifeguards are not on duty.

- (3) Children fourteen (14) years of age and younger must be accompanied by an adult at least eighteen (18) years of age at all times for usage of the pool facility.
- (4) Radios, televisions, and the like may be listened to if played at a volume that is not offensive to other members and guests. Electrical equipment is not allowed around the pool facility.
- (5) Swimming is permitted only during designated hours, as posted at the pool. Hours are seasonal and subject to change.
- (6) Showers are required before entering the pool.
- (7) Glass containers and food products are not permitted in the pool area.
- (8) Children under three (3) years of age and those who are not reliably toilet trained must wear rubber-lined swim diapers, as well as a swim suit over the swim-diaper, to reduce the health risks associated with human waste in the swimming pool/deck area.
- (9) Play equipment, such as floats, rafts, snorkels, dive sticks, and flotation devices are not permitted in the pool. However, children that are learning to swim are permitted to have flotation devices in the pool.
- (10) Pool availability may be rotated in order to facilitate maintenance of the Amenity Center.
- (11) Pets, bicycles, skateboards, roller blades, scooters and golf carts are not permitted on the pool deck area inside the pool gates at any time. Bicycles should be parked at the bike rack provided at the front of the Amenity Center.
- (12) The District staff reserves the right to authorize all programs and activities, including the number of guest participants, equipment and supplies usage, etc., conducted at the pool including Swim Lessons, Aquatic/Recreational Programs and Pool Parties.
- (13) Any person swimming when the Amenity Center is closed ~~may~~will be suspended from using the facility. Swimming pool hours ~~will be~~are posted. The swimming pool may be closed one day weekly (to be determined) for maintenance. Guests must be registered and accompanied by a Patron before entering the Amenity Center.

- (14) Proper swim attire must be worn in the pool. Cut-offs and thong bathing suits are not allowed.
- (15) No chewing gum is permitted in the pool or on the pool deck area.
- (16) Alcoholic beverages are not permitted in the pool area.
- (17) No diving, jumping, pushing, running or other horseplay is allowed in the pool or on the pool deck area.
- (18) For the comfort of others, the changing of diapers or clothes is not allowed at pool side. Changing stations are available in the restrooms.
- (19) No one shall pollute the pool. Anyone who does pollute the pool is liable for any costs incurred in treating and reopening the pool.
- (20) Radio controlled water craft are not allowed in the pool area.
- (21) Pool entrances must be kept clear at all times.
- (22) Smoking is not permitted at the Amenity Center or around the pool area.
- (23) No swinging on ladders, fences, or railings is allowed.
- (24) Pool furniture is not to be removed from the pool area.
- (25) Loud, profane, or abusive language is prohibited.
- (26) Food and drink are not allowed within six (6) feet of the pool.
- (27) Playing with basketballs, baseballs and soccer balls is not permitted at the Amenity Center.

SWIMMING POOL: THUNDERSTORM POLICY

During periods of heavy rain, thunderstorms and other inclement weather the pool facilities will be considered closed.

For your safety, at the sound of thunder or visibility of lightning of a pending storm, the pool area will be closed for a minimum of 30 minutes from the last sighting or sound. All pool users are responsible for removing themselves from the pool during such times.

To prevent damage to the umbrellas, please close the umbrellas prior to the arrival of a pending storm.

SWIMMING POOL: FECES POLICY

- (1) If contamination occurs, the pool will **be closed** for up to twelve (12) hours and the water will be shocked with chlorine to kill the bacteria.
- (2) Parents should take their children to the restroom before entering the pool.
- (3) Children under three years of age, and those ~~7~~ who are not reliably toilet trained, must wear a

rubber lined swim-diaper, and a swimsuit over the swim-diaper.

PLAYGROUND POLICIES

- (1) **Hours:** The playground shall be available for use from ~~dawn to dusk~~ 7:00 a.m. or ~~S~~sunrise, whichever is later, and will close at 9.p.m. or ~~S~~sunset, whichever is later, except for pre-approved special events.
- (2) Children under the age of thirteen (13) must be accompanied by a parent or authorized person eighteen (18) years old or older.
- (3) Children thirteen (13) years old and older are not permitted to play on the playground equipment.
- (4) No roughhousing on the playground.
- (5) Persons using the playground must clean up all food, beverages and miscellaneous trash brought to the playground.

~~Use of the playground may be limited from time to time due to a sponsored event, which must be approved by the District Manager or designee.~~
- (6) The use of profanity or disruptive behavior is prohibited.
- (7) ~~There should be~~ No climbing is permitted on top of the playground equipment that was not designed to be climbed upon.

SERVICE ANIMAL POLICY

Dogs or other pets (with the exception of "Service Animal(s)" trained to do work or perform tasks for an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability) are not permitted within any District-owned public accommodations including, but not limited to, amenity buildings (offices and social halls), pools, playgrounds, parking lots, open spaces and other appurtenances or related improvements. A Service Animal must be kept under the control of its handler by leash or harness, unless doing so interferes with the Service Animal's work or tasks or the individual's disability prevents doing so. The District may remove the Service Animal under the following conditions:

- If the Service Animal is out of control and the handler does not take effective measures to control it;
- If the Service Animal is not housebroken; or,
- If the Service Animal's behavior poses a direct threat to the health and safety of others.

The District may not ask about the nature or extent of an individual's disability in order to determine whether an animal is a Service Animal or pet. However, the District may ask whether an animal is a Service Animal required because of a disability and what work or tasks the animal has been trained to perform.

FACILITY RENTAL POLICIES

Patrons may reserve for rental certain portions of the Amenity Center for private events. Only a portion of the Amenity Center is available for rental at any given time and reservations must be made and approved at least 2 weeks and no more than four (4) months prior to the event. In addition, each household may rent the Gathering Room of the Amenity Center only once per quarter of the calendar

year. Persons interested in doing so should contact ~~First Coast CMS at Phone 904-537-9034 or e-mail tony@firstcoastems.com~~ Governmental Management Services at phone (904) 239-5305 or email to Cheryl Graham at Cgraham@rmsnf.com regarding the anticipated date and time of the event to determine availability. Please note that the Amenity Center is unavailable for private events on the following holidays:

<u>Easter Sunday</u>	<u>Halloween</u>	<u>New Years Eve</u>
<u>Memorial Day Weekend</u>	<u>Thanksgiving Day</u>	<u>New Years Day</u>
<u>4th of July</u>	<u>Christmas Eve</u>	
<u>Labor Day Weekend</u>	<u>Christmas Day</u>	

- (1) Available Facilities: The Amenity area available for private rental (capacity; rental fee established by rule) for a minimum of four (4) hours (including set-up and post-event cleanup) is:

- The Gathering Room

PLEASE NOTE: No Wet Swimsuits or clothing ~~is~~are permitted in the Gathering Room

Note: The pool and pool deck area of the Amenity Center are not available for private rental and shall remain open to other Patrons and their guests during normal operating hours.

The Patron renting the Gathering Room ~~any portion of the Amenity Center~~ shall be responsible for any and all damage and expenses arising from the event.

(2) ~~_____~~ **Reservations:** Patrons interested in reserving the Gathering Room ~~certain areas of the~~ ~~Amenity Facility~~ must submit a completed Facility Use Application to First Coast CMS Governmental Management Services phone 904-~~537-9034~~239-5305 or e-mail ~~tony@firstcoastcms.com~~ email to Cheryl Graham at Cgraham@rmsnf.com.

(3) **Rental:** At the time of approval, two (2) checks or money orders (no cash) made out to the **Amelia Concourse Community Development District** should be submitted to First Coast CMS Governmental Management Services in order to reserve the desired area of the Amenity Center. **One (1) check should be in the amount of the rental fee and the other check should be in the amount of the deposit.** ~~First Coast CMS~~

Governmental Management Services will review the Facility Use Application on a case-by-case basis and has the authority to reasonably deny a request. Denial of a request may be appealed to the ~~District's~~District's Board of Supervisors for consideration

~~Rental Rates: The rental rates as set forth below include a minimum four (4) hour block of time. Additional hours beyond four (4) are available at the designated per hour rental fee.~~

(4) **Fees and Deposits:** ~~The rental rates as set forth below include a minimum four (4) hour block of time. Additional hours beyond four (4) are available at the designated per hour rental fee.~~ The rental fees and deposits for the use of the ~~District's~~District's recreational facilities for private social gatherings are as follows:

Amelia Concourse Facility Rental Fee (4 hours)

	Fee	Deposit
		\$125 – Private Party (1-25 attendees)
		\$250 – Private Party (more than 25 attendees)
Gathering Room (Resident)	\$15-\$75/hr	
Gathering Room (Non-Resident)	\$20-\$150/hr	NA

**Note: Revised rental fees were approved by the Board on May 19, 2020*

(2)(5) **Refund of Deposit:** To receive a full refund of the deposit, the following must be completed where applicable:

- ~~Do not~~ Note: It is not permitted to adhere signs or decorations to the walls or ceilings.
- Ensure that all garbage is removed and placed in the ~~dumpster~~ waste container located on the on-patio.
- Remove all displays, favors or remnants of the event.
- Restore the furniture and other items to their original position.
- Wipe off counters, table tops and sink area.
- Replace garbage can liner.
- Clean out and wipe down the refrigerator, and all cabinets and appliances used.
- Clean any windows and doors in the rented area.
- Ensure that no damage has occurred to the Amenity Center and its property.
- Patron and Patron's guests are required to adhere to all Amenity Center and pool rules and regulations. Failure to comply with such rules and regulations may result in the forfeiture of Patron's deposit.

If additional cleaning is required, the Patron reserving the area under the Pavilion area will be liable for any expenses incurred by the District to hire an outside cleaning contractor. In light of the foregoing, Patrons may opt to pay for the actual cost of cleaning by a professional cleaning service hired by the District. The District Manager shall determine the amount of deposit to return, if any.

~~(3)(6)~~ General Policies:

- Patrons are responsible for ensuring that their guests adhere to the policies set forth herein.
 - Certain areas of the Amenity Center may be rented after its normal operating hours until 12:00 a.m.
 - The volume of live or recorded music must not violate applicable Nassau County noise ordinances.
 - No glass, breakable items or alcohol are permitted in or around the pool deck area.
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SUSPENSION AND REVOCATION OF PRIVILEGES

- (1) Privileges at the Amenity Center can be subject to suspension or revocation for up to one (1) year by the Board of Supervisors if a Patron:
 - Submits false information on the application for an ~~pass~~-access card.
 - Permits unauthorized use of ~~a pass~~-an access card.
 - Exhibits unsatisfactory behavior, deportment or appearance.
 - Fails to abide by the Rules and Policies established for the use of facilities.
 - Treats the personnel or employees of the facilities in an unreasonable or abusive manner.
 - Engages in conduct that is improper or likely to endanger the welfare, safety or reputation of the Amenity Center or its management.
- (2) Amenity Center management may at any time restrict or suspend any Patron's privileges to use any or all of the Amenity Center when such action is necessary to protect the health, safety and welfare of other Patrons and their guests, or to protect the District's facilities from damage. Such restriction or suspension shall be a maximum of thirty (30) days or until the next Board of Supervisor's meeting, whichever occurs first.
- (3) Persons whose privileges have been suspended or revoked may have that determination reviewed by the District's Board of Supervisors pursuant to the District's Rules of Procedure.

EIGHTH ORDER OF BUSINESS

RESOLUTION 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT TO DESIGNATE THE DATE, TIME AND PLACE OF PUBLIC HEARING AND AUTHORIZE PUBLICATION OF NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING AMENDED AMENITY RATES AND DISCIPLINARY RULES OF THE DISTRICT AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Amelia Concourse Community Development District (“**District**”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*, being situated within Nassau County, Florida; and

WHEREAS, the District’s Board of Supervisors (“**Board**”) is authorized by Section 190.011(5), *Florida Statutes*, to adopt rules and orders pursuant to Chapter 120, *Florida Statutes*, and to authorize user charges or fees; and

WHEREAS, the Board finds it is in the District’s best interests to set a public hearing to adopt the amended and restated rules, rates, fees, and charges set forth in **Exhibit A**, which relate to the District’s amenity facilities and operation of public improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT:

SECTION 1. A Public Hearing will be held to adopt amended and restated rules, rates, fees, and charges of the District on **November 14, 2023 at 11:00 a.m., at the Amelia Concourse Amenity Center, 85200 Amaryllis Court, Fernandina Beach, Florida 32034.**

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

SECTION 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 19th day of September, 2023.

ATTEST:

**AMELIA CONCOURSE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

Exhibit A: Proposed Amended and Restated Amenity Rates and Disciplinary Rule

EXHIBIT A

Proposed Amended Amenity Rates and Disciplinary Rule

Proposed Rates:

Fee	Original	Proposed
Non-Resident Annual User Fee	\$1,800	\$3,000
Lost Access Card Replacement	\$25	\$35
Returned Check/insufficient Funds Fee	\$50	No change
Gathering Room Rental (Non-Refundable Fee; Patron)	Adopted Range: \$15-\$75/hour	\$50/4 hours
Gathering Room Rental (Non-Refundable Fee; Non-Patron)	Adopted Range: \$20-\$150/hr	Revoke
Gathering Room Rental (Additional hours)	Adopted Range: \$20-\$150/hour	No change in range Proposed to set at \$20/hour
Gathering Room Rental (Non-refundable deposit)	\$125 (1-25 attendees) \$250 (more than 25 attendees)	No change

**PROPOSED
SUSPENSION AND TERMINATION OF ACCESS RULE**

Law Implemented: ss. 120.69, 190.011, 190.012, Fla. Stat. (2022)

Effective Date: _____, 2023

In accordance with Chapters 190 and 120 of the Florida Statutes, and on _____, 2023 at a duly noticed public meeting, the Board of Supervisors (“Board”) of the Amelia Concourse Community Development District (“District”) adopted the following rules / policies to govern disciplinary and enforcement matters. All prior rules / policies of the District governing this subject matter are hereby rescinded for any violations occurring after the date stated above.

1. Introduction. This rule addresses disciplinary and enforcement matters relating to the use of the amenities and other properties owned and managed by the District (“Amenity Center” or “Amenity Facilities”).

2. General Rule. All persons using the Amenity Facilities and entering District properties are responsible for compliance with the rules and policies established for the safe operations of the District’s Amenity Facilities.

3. Access Cards. Access Cards are the property of the District. The District may request surrender of, or may deactivate, a person’s Patron Card for violation of the District’s rules and policies established for the safe operations of the District’s Amenity Facilities.

4. Suspension and Termination of Rights. The District, through its Board of Supervisors (“Board”), District Manager, and Amenity Manager shall have the right to restrict or suspend, and after a hearing as set forth herein, terminate the Amenity Facilities access of any Patron and members of their household or Guests to use all or a portion of the Amenity Facilities for any of the following acts (each, a “Violation”):

- a. Submitting false information on any application for use of the Amenity Facilities, including but not limited to facility rental applications;
- b. Failing to abide by the terms of rental applications;
- c. Permitting the unauthorized use of a Patron Card or otherwise facilitating or allowing unauthorized use of the Amenity Facilities;
- d. Exhibiting inappropriate behavior or repeatedly wearing inappropriate attire;
- e. Failing to pay amounts owed to the District in a proper and timely manner (with the exception of special assessments);
- f. Failing to abide by any District rules or policies (e.g., Amenity Policies);
- g. Treating the District’s staff, contractors, representatives, residents, Patrons

- or Guests, in a harassing or abusive manner;
- h. Damaging, destroying, rendering inoperable or interfering with the operation of District property, or other property located on District property;
 - i. Failing to reimburse the District for property damaged by such person, or a minor for whom the person has charge, or a guest;
 - j. Engaging in conduct that is likely to endanger the health, safety, or welfare of the District, its staff, amenities management, contractors, representatives, residents, Patrons or Guests;
 - k. Committing or being alleged, in good faith, to have committed a crime on District property that leads the District to reasonably believe the health, safety or welfare of the District, its staff, contractors, representatives, residents, Patrons or Guests is likely endangered;
 - l. Engaging in another Violation after a verbal warning has been given by staff (which verbal warning is not required); or
 - m. Such person's guest or a member of their household committing any of the above Violations.

Permanent termination of access to the District's Amenity Facilities shall only be considered and implemented by the Board in situations that pose a long term or continuing threat to the health, safety and/or welfare of the District, its staff, contractors, representatives, residents, Patrons or Guests. The Board, in its sole discretion and upon motion of any Board member, may vote to rescind a termination of access to the Amenity Facilities.

5. Suspension Procedures.

- a. ***Immediate Suspension.*** The District Manager, Amenity Manager or their designee has the ability to immediately remove any person from one or all Amenities or issue a suspension for up to sixty (60) days for the Violations described above, or when such action is necessary to protect the health, safety and welfare of other Patrons and their guests, or to protect the District's facilities from damage. If, based on the nature of the offense, staff recommends a suspension longer than sixty (60) days, such suspension shall be considered at the next Board meeting. Crimes committed or allegedly committed on District property shall automatically result in an immediate suspension until the next Board meeting.
- b. ***Notice of Suspension.*** The District Manager or his or her designee shall mail a letter to the person suspended referencing the conduct at issue, the sections of the District's rules and policies violated, the time, date, and location of the next regular Board meeting where the person's suspension will be presented to the Board, and a statement that the person has a right to appear before the Board and offer testimony and evidence why the suspension should be lifted. If the person is a minor, the letter shall be sent to the adults at the address within the community where the minor resides.

7. Property Damage Reimbursement. If damage to District property occurred in connection with a Violation, the person or persons who caused the damage, or the person whose guest caused the damage, or the person who has charge of a minor that caused the damage, shall reimburse the District for the costs of cleaning, repairing, and/or replacing the property (“Property Damage Reimbursement”). Such Property Damage Reimbursement shall be in addition to any suspension or termination of Amenity access, any applicable legal action warranted by the circumstances.

8. Initial Hearing by the Board; Property Damage Reimbursement.

- a. If a person’s Amenity Facilities privileges are suspended, as referenced in Section 5, such person shall be entitled to a hearing at the next regularly scheduled Board meeting that is at least eight (8) days after the initial suspension, as evidenced by the date of notice sent by certified electronic or other mail service or as soon thereafter as a Board meeting is held if the meeting referenced in the letter is canceled. At said meeting, both District staff and the person subject to the suspension shall be given the opportunity to appear, present testimony and evidence, cross examine witnesses present, and make arguments. The Board may also ask questions of District staff, the person subject to the suspension, and witnesses present. All persons are entitled to be represented by a licensed attorney at such hearing if they so choose. Any written materials should be submitted at least seven (7) days before the hearing for consideration by the Board. If the date of the suspension is less than eight (8) days before a Board meeting, the hearing may be scheduled for the following Board meeting at the discretion of the suspensee.
- b. The person subject to the suspension may request an extension of the hearing date to a future Board meeting, which shall be granted upon a showing of good cause, but such extension shall not stay the suspension.
- c. After the presentations by District staff and the person subject to the suspension, the Board shall consider the facts and circumstances and determine whether to lift or extend the suspension or impose a termination. In determining the length of any suspension, or a termination, the Board shall consider the nature of the conduct, the circumstances of the conduct, the number of rules or policies violated, the person’s escalation or de-escalation of the situation, and any prior Violations and/or suspensions.
- d. The Board shall also determine whether a Property Damage Reimbursement is warranted and, if so, set the amount of such reimbursement. If the cost to clean, repair and/or replace the property is not yet available, the Property Damage Reimbursement shall be fixed at the next regularly scheduled Board meeting after the cost to clean, repair, and/or replace the property is known.
- e. After the conclusion of the hearing, the District Manager shall mail a letter to the person suspended identifying the Board’s determination at such hearing.

9. Suspension by the Board. The Board on its own initiative acting at a noticed public meeting may elect to consider a suspension of a person's access for committing any of the Violations outlined in Section 4. In such circumstance, a letter shall be sent to the person suspended which contains all the information required by Section 5, and the hearing shall be conducted in accordance with Section 8.

10. Automatic Extension of Suspension for Non-Payment. Unless there is an affirmative vote of the Board otherwise, no suspension or termination will be lifted or expire until all Property Damage Reimbursements have been paid to the District. If a Property Damage Reimbursement is not paid by its due date, the District reserves the right to request surrender of, or deactivate, all access cards or key fobs associated with an address within the District until such time as the outstanding amounts are paid.

11. Appeal of Board Suspension. After the hearing held by the Board required by Section 8, a person subject to a suspension or termination may appeal the suspension or termination, or the assessment or amount of a Property Damage Reimbursement, to the Board by filing a written request for an appeal ("Appeal Request"), as referenced in Section 8(e). The filing of an Appeal Request shall not result in the stay of the suspension or termination. The Appeal Request shall be filed within thirty (30) calendar days after mailing of the notice of the Board's determination as required by Section 8(f), above. For purposes of this Rule, wherever applicable, filing will be perfected and deemed to have occurred upon receipt by the District. Failure to file an Appeal Request shall constitute a waiver of all rights to protest the District's suspension or termination and shall constitute a failure to exhaust administrative remedies. The District shall consider the appeal at a Board meeting and shall provide reasonable notice to the person of the Board meeting where the appeal will be considered. At the appeal stage, no new evidence shall be offered or considered. Instead, the appeal is an opportunity for the person subject to the suspension or termination to argue, based on the evidence elicited at the hearing, why the suspension or termination should be reduced or vacated. The Board may take any action deemed by it in its sole discretion to be appropriate under the circumstances, including affirming, overturning, or otherwise modifying the suspension or termination. The Board's decision on appeal shall be final.

12. Legal Action; Criminal Prosecution; Trespass. If any person is found to have committed a Violation, such person may additionally be subject to arrest for trespassing or other applicable legal action, civil or criminal in nature. If a person subject to a suspension or termination is found at the Amenity Facilities, such person will be subject to arrest for trespassing. If a trespass warrant is issued to a person by a law enforcement agency, the District has no obligation to seek a withdrawal or termination of the trespass warrant even though the issuance of the trespass warrant may effectively prevent a person from using the District's Amenity Facilities after expiration of a suspension imposed by the District.

13. Severability. If any section, paragraph, clause or provision of this rule shall be held to be invalid or ineffective for any reason, the remainder of this rule shall continue in full force and effect, it being expressly hereby found and declared that the remainder of this rule would have been adopted despite the invalidity or ineffectiveness of such section, paragraph, clause or provision.

TWELFTH ORDER OF BUSINESS

B.

Amelia Concourse Community Development District

*c/o Governmental Management Services, LLC
475 West Town Place | Suite 114 | St. Augustine, FL 32092*

[date]

Via U.S. Mail

[Name]

[Address]

[Address]

Re: Amelia Concourse Community Development District – Electrical System

Dear [Name]:

I serve as District Manager for the Amelia Concourse Community Development District, a local unit of special-purpose government responsible for the ownership and maintenance of certain public property and improvements in Nassau County, Florida. I am writing at the request of the District's Board of Supervisors to express concerns regarding the capabilities of the electrical utility system within the Amelia Concourse community.

Residents have for some time reported problems with losing power in relatively light rain and mild weather conditions. Recently, the remnants of Hurricane Idalia produced winds which, according to available records, did not exceed 35 mph, yet the Amelia Concourse community lost power for several hours. This is concerning, especially given the number of residents who rely on power for working from home, health conditions, schooling, or other needs.

We would request your attention to this matter and your help in arranging for a review of the existing electrical utility system to determine if the system is functioning appropriately and has the capacity to support the additional homes being constructed in the community, and if not, advise what steps may be taken to address this issue.

You may contact me at 904-940-5850 x401 or dlaughlin@gmsnf.com to discuss this further. I look forward to hearing from you and resolving this matter.

Sincerely,

Daniel Laughlin
District Manager

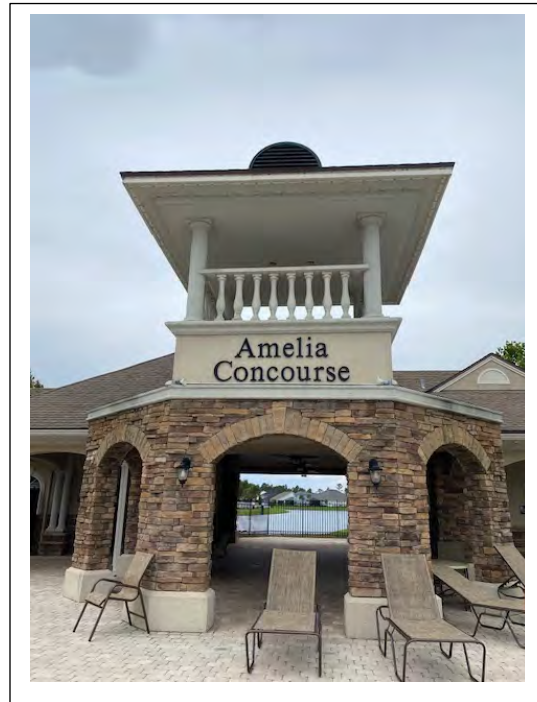
C.

9/19/2023

Amelia Concourse

Community Development District

Amenity Management & Field Operations Report



Chip Dellinger

FIELD OPERATIONS MANAGER
GOVERNMENTAL MANAGEMENT
SERVICES

Amelia Concourse
Community Development District

Amenity & Field Operations Report
September 19, 2023

To: Board of Supervisors

From: Chip Dellinger
Field Operations Manager

RE: Amelia Concourse Amenity & Field Operations Report

The following is a summary of items related to the amenity center, field operations & maintenance of Amelia Concourse CDD.

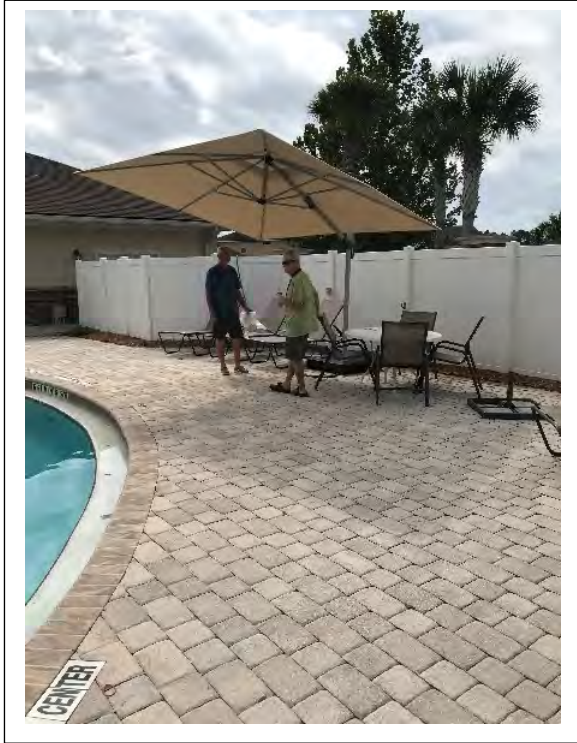
Special Events

- RMS looks forward to working with the Amelia Concourse Board of Supervisors and residents of the community to hold events that would be desired in this district at the direction of the Board of Supervisors.
- Potential Events:
 - Water Aerobics
 - Yoga
 - Luau
 - Children's Holiday Parties
 - Adult Events – Wine Tasting, Bourbon Night, etc.
 - Garage Sales
 - Charitable Fundraisers

Communication

- Any resident questions or concerns can be submitted by email to Acmanager@gmsnf.com
 - Any resident not receiving community email blasts should reach out to this email to be added to the distribution list
- If an increase in communication to the community is desired, the following are options to be considered:
 - A monthly events/club calendar
 - A monthly newsletter published each month

Completed Projects – Pool Deck

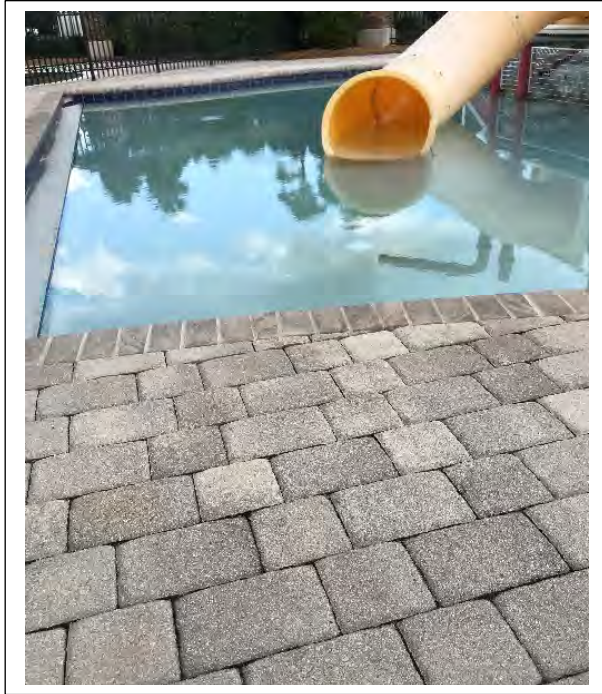


- New 11x11 pool patio umbrellas were delivered and installed on the pool deck

- Replaced and mounted new pool safety rings



Completed Projects – Pool Deck



- Uneven pavers on the pool deck have been leveled

- Old pool furniture, umbrellas and umbrella bases have been removed from pool deck and stored



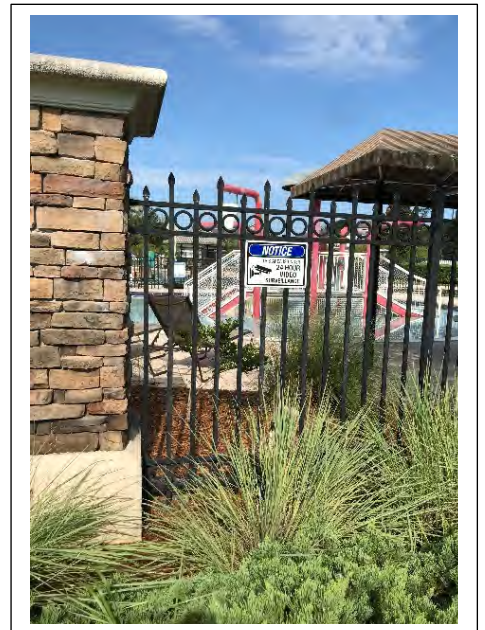
Completed Projects – Amenity Center



- Paint and patch repair was completed throughout the amenity center
- Air conditioning to the office and bathrooms has been repaired



- 24/7 surveillance signs were installed around amenity center fence



Completed Projects – Amenity Center

- Parking signs were flipped per request



Completed Projects – Splash Park Pool Repairs

- Marcite repair on the splash park pool was completed Sep 7th by Pinnacle. This was a warranty repair covered by Pinnacle.



In Progress Projects- Amenity Center



- Areas void of grass need to be filled
- No Parking on Grass signage should be added

- Missing stones along exterior of amenity center will be resecured



In Progress Projects- Amenity Center



- Restroom doors will be sanded, and repainted
- Amenity center white fencing will be pressure washed
- Missing soap dispensers will be replaced and reinstalled



In Progress Projects - Pool Deck



- Pool Service Equipment needs to be cleaned and repaired.



- Exit Buttons in restrooms need to be replaced

- Fencing needs to be cleaned and repainted



Action Items Report			
Amelia Concourse CDD			
Action Items Reported on:	9/11/23		By: Chip Dellinger
Action Items	Date Completed	Initials	Comments
Amenity Center - along walkway to entrance to clubhouse.			Sod or landscape material needed to fill the void.
Amenity Center - Meeting room	8/3/23	Contract	Needs deep cleaning and arrangement of furniture. Cleaning 2x /week performed by Magic Touch Janitorial
Amenity Center - Kitchen	8/3/23	Contract	Needs cleaning and better storage location for extra tables and chairs. Cleaning 2x /week provided by Magic Touch Janitorial
Amenity Center pool area	9/1/23	CD	Sunken pavers need to be reset
Amenity Center pool area	9/1/23	CD	Life rings need to be cleaned. Life Rings were old and have been replaced.
Amenity Center pool area			Lounge chairs need to be cleaned
Amenity Center pool area	9/1/23	CD	Umbrella stands need new pavers for base. Umbrellas may also be needed. New bases for new umbrellas are in place.
Amenity Center - pool equipment area			ComPac containers for pools need cleaning. Cleaning will be provided by GMS
Amenity Center - pool equipment area			ComPac containers need repair - some need to be replaced. Repairs will be provided by GMS.
Amenity Center - pool equipment area			White Vinyl Fence needs cleaning. Cleaning to be provided by GMS
Amenity Center - Family Restroom			Toilet Tissue holder needs to be replaced. Required replacements will be made.
Amenity Center - Family Restroom			Door needs to be painted, both sides. Repairs needed for alignment. Doors will be cleaned and painted by GMS.
Amenity Center - Women's Restroom	8/3/23	Contract	Interior needs to be cleaned. Cleaning 2x /week performed by Magic Touch Janitorial
Amenity Center - Women's Restroom			Exit Button needs to be replaced - top missing. Will be ordered and installed.
Amenity Center - Men's Restroom			Exit Button needs to be replaced - top missing. Will be ordered and installed.
Amenity Center - Women's Restroom			ADA Handrail is corroded - needs to be cleaned. Cleaning to be performed by GMS.
Amenity Center - Women's Restroom			Repairs needed for alignment. Doors will also be cleaned and painted by GMS.
Amenity Center - Men's Restroom			Door needs to be painted, both sides. Repairs needed for alignment. Doors will also be cleaned and painted by GMS.
Amenity Center Aluminum Fence			Fence needs to be cleaned, areas need to be painted. Cleaning will be provided by GMS

Amenity Center Columns at Clubhouse			Stones/Pavers are missing and need to be replaced. Replacement will be handled by GMS
Amenity Center - Water Feature			Bottom steps appear to have mold, Rust on rails by steps need to be removed and area painted.
Amenity Center - Tower			Need cleaning and trim may need to be painted.
Amenity Center - Parking Lot			Stop Sign at exit of parking area is leaning and also slightly twisted. Sign to be reset and leveled by GMS
Amenity Center - Gathering Room	9/6/23	CD	Spot painting needed where tape has been removed. Performed by GMS

Conclusion

For any questions or comments regarding the above information please contact:

Chip Dellinger, Field Operations Manager, at acmanager@gmsnf.com

Respectfully,
Chip Dellinger



THIRTEENTH ORDER OF BUSINESS

A.

Amelia Concourse

Community Development District

Unaudited Financial Reporting
July 31, 2023



AMELIA CONCOURSE
Community Development District
Combined Balance Sheet
July 31, 2023

	<i>Governmental Fund Types</i>					<i>Totals (Memorandum Only)</i>
	<i>General</i>	<i>SPE, LLC</i>	<i>Debt Service</i>	<i>Capital Projects</i>	<i>Capital Reserve</i>	
Assets:						
Cash	\$483,725	---	---	---	---	\$483,725
Cash-Regions	---	\$5,997	---	---	---	\$5,997
Investments:						
<u>2007 Series</u>						
Reserve	---	---	\$88,227	---	---	\$88,227
Revenue	---	---	\$4,783,442	---	---	\$4,783,442
Prepayment	---	---	\$75,741	---	---	\$75,741
Construction	---	---	---	\$74,439	---	\$74,439
Cost of Issuance	---	---	---	\$1	---	\$1
Deferred Cost	---	---	---	\$9,844	---	\$9,844
<u>2016 Series</u>						
Reserve	---	---	\$73,534	---	---	\$73,534
Revenue	---	---	\$83,072	---	---	\$83,072
Prepayment	---	---	\$83	---	---	\$83
<u>2019A Series</u>						
Reserve	---	---	\$106,301	---	---	\$106,301
Revenue	---	---	\$77,327	---	---	\$77,327
Prepayment	---	---	\$16,860	---	---	\$16,860
Construction	---	---	---	\$2,621	---	\$2,621
<u>2019B Series</u>						
Reserve	---	---	\$3,831	---	---	\$3,831
Revenue	---	---	\$2,707	---	---	\$2,707
Interest	---	---	\$8	---	---	\$8
Prepayment	---	---	\$58,980	---	---	\$58,980
Construction	---	---	---	\$612,913	---	\$612,913
Investmnet - SBA	\$57,164	---	---	---	\$93,455	\$150,620
Investment - Custody	\$44,525	---	---	---	---	\$44,525
Due from Other	\$5	---	---	---	---	\$5
Electric Deposits	\$2,475	---	---	---	---	\$2,475
Prepaid Expenses	\$9,758	---	---	---	---	\$9,758
TOTAL ASSETS	\$597,652	\$5,997	\$5,370,114	\$699,818	\$93,455	\$6,767,036
Liabilities:						
Accounts Payable	\$15,483	---	---	---	---	\$15,483
Accrued Expenses	\$4,321	---	---	---	---	\$4,321
Accrued Interest Payable	---	---	\$2,587	---	---	\$2,587
Accrued Principal Payable	---	---	\$225,000	---	---	\$225,000
Fund Balances:						
Restricted for Debt Service	---	---	\$5,142,527	---	---	\$5,142,527
Restricted for Capital Projects	---	---	---	\$699,818	---	\$699,818
Nonspendable	\$2,480	---	---	---	---	\$2,480
Unassigned	\$575,368	\$5,997	---	---	\$93,455	\$674,820
Total Liabilities, Fund Equity, Other	\$597,652	\$5,997	\$5,370,114	\$699,818	\$93,455	\$6,767,036

AMELIA CONCOURSE
Community Development District
GENERAL FUND
Statement of Revenues & Expenditures
For The Period Ending July 31, 2023

Adopted Budget	Prorated Budget 7/31/23	Actual 7/31/23	VARIANCE
---------------------------	------------------------------------	---------------------------	-----------------

REVENUES:

Assessment - Tax Roll	\$421,342	\$421,342	\$427,323	\$5,981
Interest Income	\$100	\$100	\$8,851	\$8,751
Rental Revenue/Miscellaneous Income	\$500	\$417	\$44	(\$373)
TOTAL REVENUES	\$421,942	\$421,859	\$436,218	\$14,360

EXPENDITURES:

ADMINISTRATIVE:

Supervisors	\$6,000	\$5,000	\$4,000	\$1,000
FICA Expense	\$459	\$383	\$306	\$77
Travel	\$300	\$250	\$0	\$250
Engineering	\$17,000	\$14,167	\$6,953	\$7,214
Attorney Fees	\$25,000	\$25,000	\$40,392	(\$15,392)
Annual Audit	\$4,350	\$4,350	\$4,350	\$0
Dissemination	\$10,500	\$8,750	\$9,450	(\$700)
Assessment Roll	\$7,500	\$7,500	\$7,500	\$0
Property Appraiser	\$2,175	\$2,175	\$4,093	(\$1,918)
Trustee Fees	\$10,000	\$10,544	\$10,544	\$0
Arbitrage	\$1,800	\$1,500	\$600	\$900
Management Fees	\$47,250	\$39,375	\$39,387	(\$12)
Information Technology	\$2,000	\$1,667	\$1,667	(\$0)
Website Maintenance	\$1,000	\$833	\$833	\$0
Telephone	\$500	\$417	\$157	\$260
Postage	\$1,000	\$1,000	\$1,155	(\$155)
Insurance	\$11,353	\$11,353	\$10,171	\$1,182
Printing and Binding	\$1,500	\$1,250	\$465	\$785
Legal Advertising	\$2,500	\$2,083	\$866	\$1,217
Other Current Charges	\$550	\$550	\$600	(\$50)
Office Supplies	\$150	\$125	\$9	\$116
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
TOTAL ADMINISTRATIVE	\$153,062	\$138,447	\$143,674	(\$5,227)

FIELD:

Contract Services:

Landscape Maintenance	\$25,000	\$20,833	\$22,732	(\$1,898)
Lake Maintenance	\$7,354	\$6,128	\$3,680	\$2,448
Management Company	\$7,639	\$6,366	\$5,355	\$1,011
Subtotal Contract Services	\$39,993	\$33,328	\$31,767	\$1,561

Repairs & Maintenance:

Repairs & Maintenance	\$16,800	\$14,000	\$14,999	(\$999)
Irrigation Repairs	\$1,000	\$1,000	\$2,886	(\$1,886)
Landscape Contingency	\$10,000	\$10,000	\$10,476	(\$476)
Subtotal Repairs and Maintenance	\$27,800	\$25,000	\$28,362	(\$3,362)

AMELIA CONCOURSE

Community Development District

GENERAL FUND

Statement of Revenues & Expenditures

For The Period Ending July 31, 2023

	Adopted Budget	Prorated Budget 7/31/23	Actual 7/31/23	VARIANCE
Utilities:				
Electric	\$30,800	\$25,667	\$24,983	\$683
Water & Sewer	\$19,250	\$16,042	\$10,534	\$5,508
Subtotal Utilities	\$50,050	\$41,708	\$35,517	\$6,191
Amenity Center:				
Insurance	\$16,156	\$16,156	\$14,548	\$1,608
Pool Maintenance	\$16,000	\$13,333	\$10,800	\$2,533
Pool Chemicals	\$13,728	\$11,440	\$8,145	\$3,295
Pool Permits	\$530	\$530	\$515	\$15
Cable	\$2,000	\$1,667	\$465	\$1,202
Janitorial	\$5,600	\$4,667	\$3,537	\$1,130
Facility Maintenance	\$10,000	\$8,333	\$1,309	\$7,024
Pest Control	\$1,500	\$1,250	\$1,111	\$139
Refuse	\$660	\$550	\$590	(\$40)
Holiday Decorations	\$5,500	\$4,583	\$0	\$4,583
Subtotal Amenity Center	\$71,674	\$62,509	\$41,020	\$21,489
Reserves:				
Capital Outlay	\$4,363	\$3,636	\$0	\$3,636
Capital Reserve Fund	\$75,000	\$75,000	\$0	\$75,000
Subtotal Amenity Center	\$79,363	\$78,636	\$0	\$78,636
TOTAL FIELD	\$268,880	\$241,181	\$136,666	\$104,515
TOTAL EXPENDITURES	\$421,942	\$379,628	\$280,339	\$99,288
EXCESS REVENUES (EXPENDITURES)	\$0		\$155,879	
FUND BALANCE - Beginning	\$0		\$421,969	
FUND BALANCE - Ending	\$0		\$577,848	

Amelia Concourse
Community Development District
General Fund
Month By Month Income Statement
Fiscal Year 2023

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Revenues:													
Special Assessment-Tax Roll	\$0	\$30,553	\$368,443	\$3,808	\$7,272	\$10,185	\$2,156	\$3,360	\$1,546	\$0	\$0	\$0	\$427,323
Interest Income	\$507	\$884	\$933	\$1,745	\$2,113	\$1,204	\$319	\$368	\$380	\$398	\$0	\$0	\$8,851
Rental/Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$44	\$0	\$0	\$0	\$0	\$0	\$0	\$44
Total Revenues	\$507	\$31,437	\$369,376	\$5,553	\$9,385	\$11,433	\$2,475	\$3,728	\$1,925	\$398	\$0	\$0	\$436,218
Expenditures:													
Administrative													
Supervisors	\$0	\$800	\$0	\$600	\$0	\$800	\$600	\$600	\$0	\$600	\$0	\$0	\$4,000
FICA Expense	\$0	\$61	\$0	\$46	\$0	\$61	\$46	\$46	\$0	\$46	\$0	\$0	\$306
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineering	\$1,148	\$878	\$0	\$473	\$270	\$675	\$1,013	\$675	\$810	\$1,013	\$0	\$0	\$6,953
Attorney Fees	\$8,347	\$10,330	\$2,331	\$3,019	\$5,892	\$3,204	\$0	\$2,671	\$4,600	\$0	\$0	\$0	\$40,392
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,350	\$0	\$0	\$4,350
Dissemination	\$875	\$875	\$875	\$875	\$875	\$875	\$1,475	\$875	\$875	\$975	\$0	\$0	\$9,450
Assessment Roll	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500
Property Appraiser	\$0	\$4,093	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,093
Trustee Fees	\$5,563	\$0	\$0	\$0	\$0	\$0	\$3,754	\$0	\$0	\$1,228	\$0	\$0	\$10,544
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$600
Management Fees	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$3,950	\$3,938	\$3,938	\$3,938	\$3,938	\$0	\$0	\$39,387
Information Technology	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$0	\$0	\$1,667
Website Maintenance	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$0	\$0	\$833
Telephone	\$6	\$39	\$0	\$26	\$0	\$0	\$0	\$22	\$0	\$64	\$0	\$0	\$157
Postage	\$21	\$15	\$47	\$62	\$16	\$74	\$23	\$14	\$829	\$53	\$0	\$0	\$1,155
Insurance	\$10,171	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,171
Printing and Binding	\$62	\$22	\$31	\$42	\$79	\$43	\$47	\$21	\$66	\$54	\$0	\$0	\$465
Legal Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$866	\$0	\$0	\$0	\$866
Other Current Charges/Bank Fees	\$0	\$0	\$0	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600
Office Supplies	\$0	\$0	\$1	\$6	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9
Dues, Licenses & Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Total Administrative	\$38,054	\$21,300	\$7,471	\$9,335	\$11,920	\$9,932	\$11,745	\$9,111	\$12,234	\$12,571	\$0	\$0	\$143,674
FIELD													
Landscape Maintenance	\$1,469	\$1,469	\$1,469	\$2,618	\$2,618	\$2,618	\$2,618	\$2,618	\$2,618	\$2,618	\$0	\$0	\$22,732
Landscape Contingency	\$820	\$2,761	\$0	\$0	\$0	\$0	\$0	\$2,619	\$2,980	\$1,297	\$0	\$0	\$10,476
Lake Maintenance	\$368	\$368	\$368	\$368	\$368	\$368	\$368	\$368	\$368	\$368	\$0	\$0	\$3,680
Management Company	\$595	\$595	\$595	\$595	\$595	\$595	\$595	\$595	\$595	\$0	\$0	\$0	\$5,355
Repairs & Maintenance	\$119	\$1,090	\$2,541	\$538	\$674	\$65	\$765	\$5,433	\$0	\$3,774	\$0	\$0	\$14,999
Irrigation Repairs	\$0	\$0	\$363	\$0	\$2,047	\$0	\$0	\$476	\$0	\$0	\$0	\$0	\$2,886
Electric	\$2,608	\$2,438	\$2,377	\$2,585	\$2,698	\$2,889	\$2,972	\$1,689	\$1,745	\$2,982	\$0	\$0	\$24,983
Water & Sewer	\$1,236	\$1,055	\$821	\$731	\$1,285	\$1,028	\$1,094	\$1,028	\$1,241	\$1,015	\$0	\$0	\$10,534
Insurance	\$14,548	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,548
Amenity Staffing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Maintenance	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$0	\$0	\$0	\$10,800
Pool Chemicals	\$788	\$0	\$618	\$799	\$0	\$0	\$1,023	\$1,492	\$0	\$3,425	\$0	\$0	\$8,145
Pool Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$515	\$0	\$0	\$0	\$0	\$515
Cable	\$146	\$145	\$0	\$0	\$0	\$0	\$0	\$16	\$0	\$158	\$0	\$0	\$465
Janitorial	\$393	\$393	\$393	\$393	\$393	\$393	\$393	\$393	\$393	\$0	\$0	\$0	\$3,537
Facility Maintenance	\$110	\$110	\$110	\$110	\$259	\$110	\$170	\$110	\$110	\$110	\$0	\$0	\$1,309
Pest Control	\$77	\$77	\$77	\$77	\$77	\$79	\$79	\$79	\$410	\$79	\$0	\$0	\$1,111
Refuse	\$56	\$90	\$55	\$59	\$55	\$55	\$55	\$57	\$57	\$52	\$0	\$0	\$590
Holiday Decorations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Field	\$24,532	\$11,790	\$10,988	\$10,074	\$12,268	\$9,400	\$11,333	\$18,687	\$11,716	\$15,877	\$0	\$0	\$136,666
Total Expenses	\$62,587	\$33,090	\$18,459	\$19,409	\$24,188	\$19,332	\$23,078	\$27,798	\$23,950	\$28,448	\$0	\$0	\$280,339
Excess Revenues (Expenditures)	(\$62,079)	(\$1,653)	\$350,917	(\$13,856)	(\$14,802)	(\$7,899)	(\$20,603)	(\$24,070)	(\$22,025)	(\$28,050)	\$0	\$0	\$155,879

AMELIA CONCOURSE
Community Development District

AMELIA CONCOURSE SPE, LLC
Statement of Revenues & Expenditures
For The Period Ending July 31, 2023

	Adopted Budget	Prorated Budget 7/31/23	Actual 7/31/23	VARIANCE
<u>REVENUES:</u>				
Bondholders Contributions	\$25,650	\$25,650	\$17,532	(\$8,118)
TOTAL REVENUES	\$25,650	\$25,650	\$17,532	(\$8,118)
<u>EXPENDITURES:</u>				
Annual Corporate Fees	\$150	\$125	\$139	(\$14)
Bank Charges/Other Current	\$1,500	\$1,250	\$310	\$940
Contingency/Miscellaneous	\$2,500	\$2,083	\$500	\$1,583
Insurance - Liability	\$1,500	\$1,500	\$1,365	\$135
Management Fees	\$20,000	\$16,667	\$9,000	\$7,667
TOTAL EXPENDITURES	\$25,650	\$21,625	\$11,314	\$10,311
EXCESS REVENUES (EXPENDITURES)	\$0		\$6,218	
FUND BALANCE - Beginning	\$0		(\$221)	
FUND BALANCE - Ending	\$0		\$5,997	

AMELIA CONCOURSE
Community Development District

2007A DEBT SERVICE FUND
Statement of Revenues & Expenditures
For The Period Ending July 31, 2023

	Adopted Budget	Prorated Budget 7/31/23	Actual 7/31/23	VARIANCE
REVENUES:				
Assessment - Tax Roll	\$116,683	\$116,683	\$114,018	(\$2,665)
Interest Income	\$500	\$500	\$125,178	\$124,678
Other Revenue Sources	\$394,893	\$0	\$0	\$0
True Up Revenue	\$0	\$0	\$1,396,209	\$1,396,209
TOTAL REVENUES	\$512,076	\$117,183	\$1,635,405	\$1,518,222
EXPENDITURES:				
Series 2007A				
Debt Service Obligation	\$511,375	\$154,531	\$154,531	\$0
TOTAL EXPENDITURES	\$511,375	\$154,531	\$154,531	\$0
OTHER SOURCES/(USES)				
Interfund Transfer Out	\$0	\$0	\$2,163	(\$2,163)
Property Appraiser	\$701	\$701	\$1,092	(\$391)
TOTAL OTHER SOURCES AND USES	\$701	\$701	\$3,256	(\$2,555)
EXCESS REVENUES (EXPENDITURES)	\$1,402		\$1,477,618	
FUND BALANCE - Beginning	\$0		\$3,242,205	
FUND BALANCE - Ending	\$1,402		\$4,719,823	

Reserve	\$88,227
Revenue	\$4,783,442
Prepayment	\$75,741
Accrued Interest Payable	(\$2,587)
Accrued Principal Payable	(\$225,000)
	<u>\$4,719,823</u>

AMELIA CONCOURSE
Community Development District

2016 DEBT SERVICE FUND
Statement of Revenues & Expenditures
For The Period Ending July 31, 2023

	Adopted Budget	Prorated Budget 7/31/23	Actual 7/31/23	VARIANCE
REVENUES:				
Assessment - Tax Roll	\$149,500	\$149,500	\$150,193	\$693
Assessments - Prepayments	\$0	\$0	\$14,373	\$14,373
Interest Income	\$50	\$50	\$4,415	\$4,365
TOTAL REVENUES	\$149,550	\$149,550	\$168,980	\$19,430
EXPENDITURES:				
Series 2016				
Interest Expense - 11/1	\$55,950	\$55,950	\$55,950	\$0
Principal Expense - 11/1 (Prepayment)	\$10,000	\$10,000	\$15,000	(\$5,000)
Interest Expense - 5/1	\$55,950	\$55,950	\$55,500	\$450
Principal Expense - 5/1	\$35,000	\$35,000	\$35,000	\$0
Principal Expense - 5/1 (Prepayment)	\$10,000	\$10,000	\$20,000	(\$10,000)
TOTAL EXPENDITURES	\$166,900	\$166,900	\$181,450	(\$14,550)
OTHER SOURCES/(USES)				
Property Appraiser	\$931	\$931	\$1,439	(\$508)
TOTAL OTHER SOURCES AND USES	\$931	\$931	\$1,439	(\$508)
EXCESS REVENUES (EXPENDITURES)	\$0		(\$13,908)	\$33,473
FUND BALANCE - Beginning	\$109,972		\$170,597	
FUND BALANCE - Ending	\$109,972		\$156,689	

Reserve	\$73,534
Revenue	\$83,072
Prepayment	\$83
	<u>\$156,689</u>

AMELIA CONCOURSE
Community Development District

2019A DEBT SERVICE FUND
Statement of Revenues & Expenditures
For The Period Ending July 31, 2023

	Proposed Budget	Prorated Budget 7/31/23	Actual 7/31/23	VARIANCE
<u>REVENUES:</u>				
Assessment - Tax Roll	\$212,603	\$212,603	\$186,230	(\$26,373)
Assessments - Prepayments	\$0	\$0	\$48,997	\$48,997
Interest Income	\$50	\$50	\$5,272	\$5,222
TOTAL REVENUES	\$212,653	\$212,653	\$240,498	\$27,845
<u>EXPENDITURES:</u>				
<u>Series 2019A</u>				
Interest Expense - 11/1	\$71,190	\$71,190	\$71,190	\$0
Principal Expense 11/1 (Prepayment)	\$45,000	\$45,000	\$20,000	\$25,000
Interest Expense - 5/1	\$71,190	\$71,190	\$70,625	\$565
Principal Expense - 5/1	\$40,000	\$40,000	\$40,000	\$0
Principal Expense - 5/1 (Prepayment)	\$0	\$0	\$35,000	(\$35,000)
TOTAL EXPENDITURES	\$227,380	\$227,380	\$236,815	(\$9,435)
<u>OTHER SOURCES/(USES)</u>				
Property Appraiser	\$1,246	\$1,246	\$1,784	(\$538)
Interfund Transfer Out	\$0	\$0	\$2,311	(\$2,311)
TOTAL OTHER SOURCES AND USES	\$1,246	\$1,246	\$4,095	(\$2,849)
EXCESS REVENUES (EXPENDITURES)	(\$14,727)		(\$412)	
FUND BALANCE - Beginning	\$85,939		\$200,900	
FUND BALANCE - Ending	\$71,212		\$200,489	
			Reserve	\$106,301
			Revenue	\$77,327
			Prepayment	\$16,860
				\$200,489

AMELIA CONCOURSE
Community Development District

2019B DEBT SERVICE FUND
Statement of Revenues & Expenditures
For The Period Ending July 31, 2023

	Adopted Budget	Prorated Budget 7/31/23	Actual 7/31/23	VARIANCE
REVENUES:				
Assessments - Direct	\$38,500	\$38,500	\$1,743	(\$36,757)
Assessments - Prepayments	\$0	\$0	\$388,956	\$388,956
Assessments - Prepayment Interest	\$0	\$0	\$7,705	\$7,705
Interest Income	\$100	\$100	\$2,966	\$2,866
TOTAL REVENUES	\$38,600	\$38,600	\$401,370	\$362,770
EXPENDITURES:				
Series 2019B-1				
Interest Expense - 11/1	\$10,369	\$10,369	\$10,369	\$0
Principal Expense - 11/1 (Prepayment)	\$0	\$0	\$155,000	(\$155,000)
Interest Expense - 2/1	\$0	\$0	\$2,231	(\$2,231)
Principal Expense - 2/1 (Prepayment)	\$0	\$0	\$170,000	(\$170,000)
Interest Expense - 5/1	\$10,369	\$10,369	\$1,838	\$8,531
Principal Expense - 5/1 (Prepayment)	\$0	\$0	\$35,000	(\$35,000)
Series 2019B-2				
Interest Expense - 11/1	\$8,881	\$8,881	\$10,694	(\$1,813)
Principal Expense - 11/1 (Prepayment)	\$0	\$0	\$115,000	(\$115,000)
Interest Expense - 2/1	\$0	\$0	\$2,266	(\$2,266)
Principal Expense - 2/1 (Prepayment)	\$0	\$0	\$125,000	(\$125,000)
Interest Expense - 5/1	\$8,881	\$8,881	\$1,994	\$6,888
Principal Expense - 5/1 (Prepayment)	\$0	\$0	\$25,000	(\$25,000)
TOTAL EXPENDITURES	\$38,500	\$38,500	\$654,391	(\$615,891)
OTHER SOURCES/(USES)				
Interfund Transfer In/ (Out)	\$0	\$0	\$315	\$315
TOTAL OTHER SOURCES AND USES	\$38,500	\$0	\$315	\$315
EXCESS REVENUES (EXPENDITURES)	\$100		(\$253,335)	
FUND BALANCE - Beginning	\$41,426		\$318,862	
FUND BALANCE - Ending	\$41,526		\$65,527	

Reserve	\$3,831
Interest	\$8
Revenue	\$2,707
Prepayment	\$58,980
	<u>\$65,527</u>

AMELIA CONCOURSE
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For The Period Ending July 31, 2023

Adopted Budget	Prorated 7/31/23	Actual 7/31/23	Variance
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Revenues:

Interest	\$500	\$500	\$3,817	\$3,317
Capital Reserve Funding - Transfer In	\$75,000	\$0	\$0	\$0
Total Revenues	\$75,500	\$500	\$3,817	\$3,317

Expenditures

Capital Outlay	\$20,000	\$16,667	\$0	\$16,667
Repair and Replacements	\$0	\$0	\$19,707	(\$19,707)
Total Expenditures	\$20,000	\$16,667	\$19,707	(\$3,040)

EXCESS REVENUE (EXPENDITURES)	\$55,500	(\$15,889)
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FUND BALANCE - Beginning	\$89,253	\$109,345
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FUND BALANCE - Ending	\$144,753	\$93,455
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AMELIA CONCOURSE
Community Development District
CAPITAL PROJECTS FUND
Statement of Revenues & Expenditures
For The Period Ending July 31, 2023

	Series 2007	Series 2019A	Series 2019B
<u>REVENUES:</u>			
Interest Income	\$2,335	\$39	\$19,090
Total Revenues	\$2,335	\$39	\$19,090
<u>EXPENDITURES:</u>			
Contracts Payable	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$4,824
Total Expenditures	\$0	\$0	\$4,824
<u>OTHER SOURCES/(USES)</u>			
Interfund Transfer In	\$2,163	\$6,548	\$315
Interfund Transfer Out	\$0	\$0	(\$4,237)
Total Other Sources/(Uses)	\$2,163	\$6,548	(\$3,922)
EXCESS REVENUES (EXPENDITURES)	\$4,498	\$6,586	\$10,344
FUND BALANCE - Beginning	\$79,786	(\$3,965)	\$602,569
FUND BALANCE - Ending	\$84,284	\$2,621	\$612,913

Amelia Concourse
Community Development District
Long Term Debt Report

Series 2007 Capital Improvement Revenue Bonds		
Interest Rate:		5.75%
Maturity Date:		5/1/38
Reserve Fund Definition:	7.0264% of Deemed Outstanding	
Reserve Fund Requirement:		\$88,226.63
Reserve Balance:		\$88,226.63
Bonds outstanding - 9/30/2013		\$7,255,000
Less: November 1, 2013		\$0
Less: May 1, 2014 (Mandatory)		(\$125,000)
Less: May 1, 2014 (Prepayment)		(\$65,000)
Less: May 1, 2014 (Prior Years)		(\$435,000)
Less: November 1, 2014 (Prepayment)		(\$85,000)
Less: May 1, 2015 (Prepayment)		(\$75,000)
Less: December 16, 2021 (Partial Redemption)		(\$895,000)
Less: May 1, 2022 (Prepayment)		(\$200,000)
Current Bonds Outstanding		\$5,375,000

Series 2016 Capital Improvement Revenue Bonds		
Interest Rate:		6.00%
Maturity Date:		5/1/47
Reserve Fund Definition:	50% of MADS	
Reserve Fund Requirement:		\$74,750.00
Reserve Balance:		\$74,750.00
Bonds outstanding - 6/30/2016		\$3,385,000
Less: May 1, 2018 (Mandatory)		(\$40,000)
Less: May 1, 2018 (Prepayment)		(\$60,000)
Less: November 1, 2018 (Prepayment)		(\$160,000)
Less: May 1, 2019 (Mandatory)		(\$40,000)
Less: May 1, 2019 (Prepayment)		(\$95,000)
Less: November 1, 2019 (Prepayment)		(\$600,000)
Less: May 1, 2020 (Prepayment)		(\$235,000)
Less: May 1, 2020 (Mandatory)		(\$35,000)
Less: November 1, 2020 (Prepayment)		(\$105,000)
Less: May 1, 2021 (Prepayment)		(\$80,000)
Less: May 1, 2021 (Mandatory)		(\$30,000)
Less: November 1, 2021 (Prepayment)		(\$5,000)
Less: May 1, 2022 (Prepayment)		(\$5,000)
Less: May 1, 2022 (Mandatory)		(\$30,000)
Less: November 1, 2022 (Prepayment)		(\$15,000)
Less: May 1, 2023 (Prepayment)		(\$20,000)
Less: May 1, 2023 (Mandatory)		(\$35,000)
Current Bonds Outstanding		\$1,795,000

Amelia Concourse
Community Development District
Long Term Debt Report

Series 2019A Capital Improvement Revenue Bonds	
Interest Rate:	5.65%
Maturity Date:	5/1/49
Reserve Fund Definition:	50% of MADS
Reserve Fund Requirement:	\$106,301.25
Reserve Balance:	\$106,301.25
Bonds outstanding - 03/20/2019	\$3,035,000
Less: May 1, 2020 (Mandatory)	(\$40,000)
Less: February 1, 2021 (Prepayment)	(\$40,000)
Less: May 1, 2021 (Prepayment)	(\$40,000)
Less: May 1, 2021 (Mandatory)	(\$40,000)
Less: August 1, 2021 (Prepayment)	(\$55,000)
Less: November 1, 2021 (Prepayment)	(\$85,000)
Less: February 1, 2022 (Prepayment)	(\$85,000)
Less: May 1, 2022 (Prepayment)	(\$35,000)
Less: May 1, 2022 (Mandatory)	(\$40,000)
Less: August 1, 2022 (Prepayment)	(\$55,000)
Less: November 1, 2022 (Prepayment)	(\$20,000)
Less: May 1, 2023 (Prepayment)	(\$35,000)
Less: May 1, 2023 (Mandatory)	(\$40,000)
Current Bonds Outstanding	\$2,425,000

Series 2019B-1 Capital Improvement Revenue Bonds	
Interest Rate:	5.25%
Maturity Date:	5/1/29
Reserve Fund Definition:	50% of Annual Interest
Reserve Fund Requirement:	\$6,300.00
Reserve Balance:	\$6,300.00
Bonds outstanding - 03/20/2019	\$1,920,000
Less: February 1, 2021 (Prepayment)	(\$205,000)
Less: May 1, 2021 (Prepayment)	(\$190,000)
Less: August 1, 2021 (Prepayment)	(\$190,000)
Less: November 1, 2021 (Prepayment)	(\$320,000)
Less: February 1, 2022 (Prepayment)	(\$250,000)
Less: May 1, 2022 (Prepayment)	(\$200,000)
Less: August 1, 2022 (Prepayment)	(\$170,000)
Less: November 1, 2022 (Prepayment)	(\$155,000)
Less: February 1, 2023 (Prepayment)	(\$170,000)
Less: May 1, 2023 (Prepayment)	(\$35,000)
Current Bonds Outstanding	\$35,000

Amelia Concourse
Community Development District
Long Term Debt Report

Series 2019B-2 Capital Improvement Revenue Bonds	
Interest Rate:	7.25%
Maturity Date:	5/1/29
Reserve Fund Definition:	50% of Annual Interest
Reserve Fund Requirement:	\$6,525.00
Reserve Balance:	\$6,525.00
Bonds outstanding - 03/20/2019	\$1,415,000
Less: February 1, 2021 (Special Call)	(\$150,000)
Less: May 1, 2021 (Prepayment)	(\$140,000)
Less: August 1, 2021 (Prepayment)	(\$140,000)
Less: November 1, 2021 (Prepayment)	(\$235,000)
Less: February 1, 2022 (Prepayment)	(\$180,000)
Less: May 1, 2022 (Prepayment)	(\$150,000)
Less: August 1, 2022 (Prepayment)	(\$125,000)
Less: November 1, 2022 (Prepayment)	(\$115,000)
Less: February 1, 2023 (Prepayment)	(\$125,000)
Less: May 1, 2023 (Prepayment)	(\$25,000)
Current Bonds Outstanding	\$30,000

**AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2023 ASSESSMENT RECEIPTS SUMMARY**

ASSESSED	# UNITS ASSESSED	SERIES 2007 DEBT SERVICE ASMT	SERIES 2016 DEBT SERVICE ASMT	SERIES 2019A DEBT SERVICE ASMT	FY23 O&M ASMT	TOTAL
NET ASSESSED TAX ROLL	458	112,422.93	148,091.10	183,624.31	421,344.11	865,482.44
TOTAL NET ASSESSED	458	112,422.93	148,091.10	183,624.31	421,344.11	865,482.44

DUE / RECEIVED	BALANCE DUE	SERIES 2007 DEBT SERVICE PAID	SERIES 2016 DEBT SERVICE PAID	SERIES 2019A DEBT SERVICE PAID	O&M PAID	TOTAL PAID
TAX ROLL DUE / RECEIPTS	(12,281.65)	114,018.27	150,192.59	186,230.03	427,323.20	877,764.09
TOTAL DUE / RECEIVED	(12,281.65)	114,018.27	150,192.59	186,230.03	427,323.20	877,764.09

SUMMARY OF TAX ROLL RECEIPTS						
NASSAU COUNTY DISTRIBUTION	DATE RECEIVED	AMOUNT RECEIVED	SERIES 2007 RECEIPTS	SERIES 2016 RECEIPTS	SERIES 2019A RECEIPTS	O&M RECEIPTS
1	10/28/22	-	-	-	-	-
2	11/21/22	62,758.74	8,152.13	10,738.53	13,315.15	30,552.93
3	12/08/22	722,074.49	93,794.77	123,552.83	153,198.29	351,528.60
4	12/28/22	34,744.25	4,513.15	5,945.02	7,371.48	16,914.60
5	01/09/23	7,821.53	1,015.99	1,338.33	1,659.45	3,807.76
6	02/08/23	14,938.01	1,940.39	2,556.02	3,169.31	7,272.29
7	03/07/23	20,920.27	2,717.46	3,579.63	4,438.53	10,184.65
8	04/07/23	4,429.53	575.38	757.93	939.79	2,156.43
9	05/08/23	6,902.58	896.62	1,181.09	1,464.48	3,360.39
10	06/07/23	145.96	18.96	24.97	30.97	71.06
TAX CERTIFICATES	06/08/23	2,654.38	344.79	454.19	563.16	1,292.24
INTEREST	06/15/23	374.35	48.63	64.05	79.42	182.25
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
TOTAL TAX ROLL RECEIPTS		877,764.09	114,018.27	150,192.59	186,230.03	427,323.20

PERCENT COLLECTED TAX ROLL		101.42%	101.42%	101.42%	101.42%	101.42%
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B.

Amelia Concourse
Community Development District
Check Register Summary
July 1, 2023 through August 31, 2023

Fund	Date	Check #'s	Amount
<i>Payroll</i>	7/19/23	50201-50203	\$ 554.10
			<hr/>
			Sub-Total \$ 554.10
<i>General Fund</i>	7/13/23	2219-2224	\$ 13,453.76
	7/31/23	2225-2231	\$ 13,574.93
	8/18/23	2232-2240	\$ 30,912.42
	8/25/23	2241-2244	\$ 9,999.49
			<hr/>
			Sub-Total \$ 67,940.60
Total			\$ 68,494.70

PR300R

PAYROLL CHECK REGISTER

RUN 7/19/23 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50201	14	FRED C EICHMANN	184.70	7/19/2023
50202	12	JEFFRY A SNOW	184.70	7/19/2023
50203	13	KIMBERLY CHAMERDA	184.70	7/19/2023
TOTAL FOR REGISTER			554.10	

ACON AMELIA CONCOUR DLAUGHLIN

Attendance Sheet

District Name: Amelia Concourse CDD

Board Meeting Date: July 18, 2023 Meeting

	Name	In Attendance	Fee
1	Fred Eichmann	✓	\$ 200
2	Harvey Greenberg	✓	N/A
3	Bill Toohey	NO	\$200
4	Kimberly Chamerda	✓	\$200
5	Jeffry Snow	✓	\$200

The Supervisors present at the above-referenced meeting should be compensated accordingly.

Approved for Payment:


District Manager Signature

7/18/23
Date

PLEASE RETURN COMPLETED FORM TO DANIEL LAUGHLIN

AP300R
*** CHECK NOS. 002219-002244

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
AMELIA CONCOURSE - GF
BANK A AMELIA CON - GENERAL

RUN 9/07/23

PAGE 1

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/13/23	00132	7/01/23 8473156	202307 320-57200-46200	JUL LANDSCAPE MAINTENANCE	*	2,618.00	
BRIGHTVIEW LANDSCAPE SERVICES, INC.							2,618.00 002219
7/13/23	99999	7/13/23 VOID	202307 000-00000-00000	VOID CHECK	C	.00	
*****INVALID VENDOR NUMBER*****							.00 002220
7/13/23	00049	7/03/23 7769	202307 320-57200-62000	AMZN - STENNER PUMP	*	441.96	
		7/03/23 7769	202307 320-57200-45400	HAWKINS INVOICE #6494305	*	1,680.01	
		7/03/23 7769	202307 320-57200-62000	ALPHABET SIGNS	*	1,227.00	
		7/03/23 7769	202307 320-57200-45400	HAWKINS INVOICE #6507760	*	660.60	
		7/03/23 7769	202307 320-57200-62000	HD - MISC HARDWARE	*	209.59	
		7/03/23 7769	202307 320-57200-62000	RETURN HD-EMERGENCY LIGHT	*	73.80-	
		7/03/23 7769	202307 320-57200-62000	HD - ORANGE PVC	*	19.55	
		7/03/23 7769	202307 320-57200-62000	HD SUPPLY - HOSE BIB	*	28.04	
		7/03/23 7769	202307 320-57200-62000	HD SUPPLY - 30 SEC CLEAN	*	64.16	
		7/03/23 7769	202307 320-57200-62000	HD SUPPLY - MISC HARDWARE	*	236.04	
		7/03/23 7769	202307 320-57200-62000	HD SUPPLY - TRIP & TIMERS	*	39.55	
		7/03/23 7769	202307 320-57200-62000	3% PURCHASE FEE	*	135.98	
		7/05/23 7800	202307 320-57200-62000	JUL FIRE INSP PUNCH LIST	*	95.00	
		7/05/23 7801	202307 320-57200-62000	JUL PLAYGROUND TRASH CAN	*	150.00	
		7/09/23 7805	202307 320-57200-62000	JUL POOL BALL VALVE RPR	*	210.00	
FIRST COAST CMS, LLC							5,123.68 002221
7/13/23	00005	7/01/23 264	202307 310-51300-34000	JUL MANAGEMENT FEES	*	3,937.50	
		7/01/23 264	202307 310-51300-52000	JUL WEBSITE ADMIN	*	83.33	
		7/01/23 264	202307 310-51300-35100	JUL INFO TECH	*	166.67	

ACON AMELIA CONCOUR OKUZMUK

AP300R
*** CHECK NOS. 002219-002244

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
AMELIA CONCOURSE - GF
BANK A AMELIA CON - GENERAL

RUN 9/07/23

PAGE 2

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		7/01/23 264	202307 310-51300-32400		*	875.00	
		JUL DISSEM AGENT SRVCS					
		7/01/23 264	202307 310-51300-51000		*	.36	
		OFFICE SUPPLIES					
		7/01/23 264	202307 310-51300-42000		*	53.49	
		POSTAGE					
		7/01/23 264	202307 310-51300-42500		*	53.85	
		COPIES					
		7/01/23 264	202307 310-51300-41000		*	63.88	
		TELEPHONE					
				GOVERNMENTAL MANAGEMENT SERVICES			5,234.08 002222
7/13/23 00127		7/01/23 387866	202307 320-57200-34500		*	110.00	
		JUL SECURITY SERVICES					
				HI-TECH SYSTEM			110.00 002223
7/13/23 00129		7/01/23 7539	202307 320-57200-46800		*	368.00	
		JUL LAKE MAINTENANCE					
				SITEX AQUATICS			368.00 002224
7/31/23 00064		7/09/23 363407	202307 310-51300-32200		*	4,350.00	
		AUDIT FYE 9/30/2022					
				BERGER, TOOMBS, ELAM, GAINES & FRANK			4,350.00 002225
7/31/23 00132		6/21/23 8466142	202306 320-57200-46300		*	2,320.00	
		GOLD MULCH ENTRY WAY					
				BRIGHTVIEW LANDSCAPE SERVICES, INC.			2,320.00 002226
7/31/23 00081		7/13/23 17	202307 310-51300-32400		*	100.00	
		AMORT SE2019A PREPAY \$20K					
				DISCLOSURE SERVICES, LLC			100.00 002227
7/31/23 00049		7/17/23 7814	202307 320-57200-62000		*	500.97	
		AMZN - STENNER PUMP					
		7/17/23 7814	202307 320-57200-62000		*	416.43	
		AMZN - STENNER PUMP					
		7/17/23 7814	202307 320-57200-62000		*	12.76	
		LOWES - POOL REPAIR					
		7/17/23 7814	202307 320-57200-45400		*	1,083.90	
		HAWKINS INVOICE #6519905					
		7/17/23 7814	202307 320-57200-62000		*	60.42	
		3% PURCHASE FEE					
				FIRST COAST CMS, LLC			2,074.48 002228
7/31/23 00135		7/16/23 6895	202306 310-51300-31500		*	4,599.75	
		JUN GENERAL COUNSEL					
				KILINSKI VAN WYK PLLC			4,599.75 002229
				ACON AMELIA CONCUR OKUZMUK			

AP300R
*** CHECK NOS. 002219-002244

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
AMELIA CONCOURSE - GF
BANK A AMELIA CON - GENERAL

RUN 9/07/23

PAGE 3

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
7/31/23	00128	7/15/23 3663263	202307 320-57200-46100	JUL TRASH SERVICE	*	51.70	
				MERIDIAN WASTE FLORIDA,LLC			51.70 002230
7/31/23	00082	6/08/23 52044832	202306 320-53800-45513	JUN FIRE ANT SERVICE	*	79.00	
				NADERS PEST CONTROL			79.00 002231
8/18/23	00132	7/26/23 8532120	202307 320-57200-46300	INSTALL FLOWER ROTATION	*	1,296.57	
		8/01/23 8515734	202308 320-57200-46200	AUG LANDSCAPE MAINTENANCE	*	2,618.00	
				BRIGHTVIEW LANDSCAPE SERVICES, INC.			3,914.57 002232
8/18/23	00049	8/01/23 7874	202308 320-57200-62000	ULINE-32 GALLON TRASH CAN	*	779.91	
		8/01/23 7874	202308 320-57200-45400	HAWKINS INVOICE #6533874	*	741.60	
		8/01/23 7874	202308 320-57200-62000	AMZN - STENNER PUMP	*	448.78	
		8/01/23 7874	202308 320-57200-62000	WALMART-KEYBOARD & MOUSE	*	20.76	
		8/01/23 7874	202308 320-57200-62000	HD SUPPLY - LEAF WAKE	*	53.50	
		8/01/23 7874	202308 320-57200-62000	HD SUPPLY-WINDEX & LYSOL	*	31.99	
		8/01/23 7874	202308 320-57200-62000	RETRN HD SUPPLY-4 POOL UM	*	1,493.72-	
		8/01/23 7874	202308 320-57200-62000	HD SUPPLY - 1 BAG OF SAND	*	38.50	
		8/01/23 7874	202308 320-57200-62000	HD SUPPLY-4 POOL UMBRELLA	*	1,525.81	
		8/01/23 7874	202308 320-57200-62000	HD SUPPLY - TOILET PAPER	*	80.12	
		8/01/23 7874	202308 320-57200-62000	3% PURCHASE FEE	*	66.82	
				FIRST COAST CMS, LLC			2,294.07 002233
8/18/23	00005	8/01/23 265	202308 310-51300-34000	AUG MANAGEMENT FEES	*	3,937.50	
		8/01/23 265	202308 310-51300-52000	AUG WEBSITE ADMIN	*	83.33	
		8/01/23 265	202308 310-51300-35100	AUG INFO TECH	*	166.67	
		8/01/23 265	202308 310-51300-32400	AUG DISSEM AGENT SRVCS	*	875.00	

ACON AMELIA CONCOUR OKUZMUK

AP300R
*** CHECK NOS. 002219-002244

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
AMELIA CONCOURSE - GF
BANK A AMELIA CON - GENERAL

RUN 9/07/23

PAGE 4

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		8/01/23 265	202308 310-51300-51000		*	.42	
		OFFICE SUPPLIES					
		8/01/23 265	202308 310-51300-42000		*	39.26	
		POSTAGE					
		8/01/23 265	202308 310-51300-42500		*	94.05	
		COPIES					
		8/01/23 266	202308 320-57200-34000		*	1,666.67	
		AUG CONTRACT ADMIN					
		8/01/23 266	202308 320-57200-35100		*	1,166.67	
		AUG FACILITY MANAGEMENT					
		8/01/23 266	202308 320-57200-46000		*	770.00	
		AUG JANITORIAL					
		8/01/23 266	202308 320-57200-45300		*	1,433.33	
		AUG POOL MAINTENANCE					
				GOVERNMENTAL MANAGEMENT SERVICES			10,232.90 002234
8/18/23 00016		8/07/23 24637	202308 310-51300-32100		*	600.00	
		ARBIT SE2007 FYE 6/30/23					
				GRAU AND ASSOCIATES			600.00 002235
8/18/23 00127		8/01/23 389592	202308 320-57200-34500		*	110.00	
		AUG SECURITY SERVICES					
				HI-TECH SYSTEM			110.00 002236
8/18/23 00082		7/11/23 52462906	202307 320-53800-45513		*	79.00	
		JUL FIRE ANT SERVICE					
		8/07/23 52874586	202308 320-53800-45513		*	79.00	
		AUG FIRE ANT SERVICE					
				NADERS PEST CONTROL			158.00 002237
8/18/23 00129		4/01/23 7589	202304 320-57200-46800		*	368.00	
		APR LAKE MAINTENANCE					
		8/01/23 7680B	202308 320-57200-46800		*	368.00	
		AUG LAKE MAINTENANCE					
				SITEX AQUATICS			736.00 002238
8/18/23 00022		4/25/23 6905463	202304 310-51300-32300		*	3,250.00	
		TRUSTEE SE2019 FY23					
		4/25/23 6905463	202304 300-15500-10100		*	3,250.00	
		TRUSTEE SE2019 FY24					
		4/25/23 6905463	202304 310-51300-32300		*	503.75	
		INCIDENTAL EXPENSES					
		7/25/23 7000664	202307 310-51300-32300		*	937.50	
		TRUSTEE FY23 SE2016					
		7/25/23 7000664	202307 300-15500-10100		*	2,812.50	
		TRUSTEE FY24 SE2016					

ACON AMELIA CONCOUR OKUZMUK

AP300R
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YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
AMELIA CONCOURSE - GF
BANK A AMELIA CON - GENERAL

RUN 9/07/23

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		7/25/23	7000664 202307 310-51300-32300		*	290.63	
			INCIDENTAL EXPENSES				
				U.S. BANK			11,044.38 002239
8/18/23	00112	8/01/23	3348A 202306 310-51300-31100		*	810.00	
			JUN ENGINEERING SERVICES				
		8/01/23	3348B 202307 310-51300-31100		*	1,012.50	
			JUL ENGINEERING SERVICES				
				YURO & ASSOCIATES, LLC			1,822.50 002240
8/25/23	00136	8/04/23	936 202308 320-57200-45300		*	1,300.00	
			AUG POOL SERVICE				
				C BUSS ENTERPRISES INC			1,300.00 002241
8/25/23	00049	5/01/23	7625 202304 320-57200-62000		*	131.26	
			AMZN - HYDRAULIC VALVE				
		5/01/23	7625 202304 320-57200-62000		*	288.00	
			AMZN - POOL FILTER				
		5/01/23	7625 202304 320-57200-62000		*	109.04	
			AMZN-PRESSURE VALV 4 POOL				
		5/01/23	7625 202304 320-57200-45400		*	404.12	
			HAWKINS INVOICE #6438836				
		5/01/23	7625 202304 320-57200-62000		*	193.83	
			CES - FLOW SWITCH 4 POOL				
		5/01/23	7625 202304 320-57200-62000		*	466.44	
			AMZN - STENNER PUMP				
		5/01/23	7625 202304 320-57200-62000		*	26.40	
			AMZN - STENNER PUMP LINE				
		5/01/23	7625 202304 320-57200-45400		*	350.40	
			HAWKINS INVOICE #6449428				
		5/01/23	7625 202304 320-57200-62000		*	172.44	
			AMZN - DE 4 POOL FILTERS				
		5/01/23	7625 202304 320-57200-62000		*	64.26	
			3% PURCHASE FEE				
		5/01/23	7625 202304 320-57200-62000		*	33.09	
			1.5% LATE FEE				
		8/06/23	7906 202308 320-57200-45400		*	237.60	
			HAWKINS INVOICE #6546043				
		8/06/23	7906 202308 320-57200-62000		*	7.13	
			3% PURCHASE FEE				
				FIRST COAST CMS, LLC			2,484.01 002242
8/25/23	00135	5/15/23	6596 202304 310-51300-31500		*	764.50	
			APR GENERAL COUNSEL				
		8/18/23	7113 202307 310-51300-31500		*	5,394.33	
			JUL GENERAL COUNSEL				
				KILINSKI VAN WYK PLLC			6,158.83 002243
				ACON AMELIA CONCUR OKUZMUK			

AP300R
*** CHECK NOS. 002219-002244

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER
AMELIA CONCOURSE - GF
BANK A AMELIA CON - GENERAL

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CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
8/25/23	00128	8/15/23 3732546	202308 320-57200-46100		*	56.65	
		AUG REFUSE					
				MERIDIAN WASTE FLORIDA,LLC			56.65 002244
TOTAL FOR BANK A						67,940.60	
TOTAL FOR REGISTER						67,940.60	

ACON AMELIA CONCOUR OKUZMUK

INVOICE



Amelia Concourse CDD
GMS North Florida LLC
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24578747
Invoice #: 8473156
Invoice Date: 7/1/2023
Cust PO #:

Job Number	Description	Amount
346700408	Amelia Concourse CDD Exterior Maintenance For July	2,618.00
<div>RECEIVED</div> <div>JUN 26 2023</div> <div>BY: _____</div>		
Total invoice amount		2,618.00
Tax amount		
Balance due		2,618.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-725-2552

Please detach stub and remit with your payment

Payment Stub

Customer Account#: 24578747
Invoice #: 8473156
Invoice Date: 7/1/2023

Amount Due: \$2,618.00

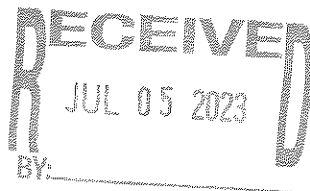
Thank you for allowing us to serve you

Please reference the invoice # on your check
and make payable to:

Amelia Concourse CDD
GMS North Florida LLC
475 W Town Place Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

FIRST COAST CONTRACT MAINTENANCE
SERVICES, LLC
352 PERDIDO ST
Saint Johns, FL 32259 US
(904) 537-9034
lauren@firstcoastcms.com
www.firstcoastcms.com



BILL TO
Amelia Concourse
c/o GMS, LLC
Attn - Daniel Laughlin
475 W. Town Place - Suite 114
St. Augustine, FL 32092

INVOICE 7769

DATE 07/03/2023 TERMS Net 60

DUE DATE 09/01/2023

P.O. NUMBER
Reimbursables

MONTH OF SERVICE
June 2023

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/06/2023	Amzn - stenner pump			441.96
06/14/2023	Hawkins invoice #6494305			1,680.01
06/15/2023	Alphabet Signs - letter board			1,227.00
06/28/2023	Hawkins invoice #6507760			660.60
07/02/2023	HD - misc hardware			209.59
07/02/2023	RETURN HD - emergency light			-73.80
07/02/2023	HD- orange PVC			19.55
07/03/2023	HD Supply - hose bib			28.04
07/03/2023	HD Supply - 30 seconds cleaner			64.16
07/03/2023	HD Supply - misc hardware			236.04
07/03/2023	HD Supply - trippers and timers for lights			39.55
	Purchasing Fee	4,532.70	0.03	135.98
	3% purchase fee			

TOTAL DUE \$4,668.68



How doers
get more done.

463785 STATE ROAD 200
YULEE, FL 32097 (904)225-2940

6921 00061 83784 07/02/23 10:14 AM
SALE SELF CHECKOUT

853711008045 BATT 6V4.5A <A> 25.97
BATTERY LEAD ACID 6V 4.5 AH
853711008090 LED RECT EU <A> 31.97
LED RECTANGLE EMER UNIT W BATT
853711008113 RG EX/EMER <A>
EXIT EMER COMBO W BATT
2068.97 137.94

SUBTOTAL 195.88
SALES TAX 13.71
TOTAL \$209.59

XXXXXXXXXXXX1009 AMEX

USD\$ 209.59
TA

AUTH CODE 869212/9614720
Chip Read



How doers
get more done.

463785 STATE ROAD 200
YULEE, FL 32097 (904)225-2940

6921 00009 63199 07/02/23 11:28 AM
CASHIER AMANDA
* ORIG REC: 6921 061 63199 07/02/23 1A *

853711008113 RG EX/EMER -68.97

SUBTOTAL -68.97
SALES TAX -4.83
TOTAL -73.80

XXXXXXXXXXXX1009 AMEX -73.80
INVOICE 9090979 TA

REFUND-CUSTOMER COPY



How doers
get more done.

463785 STATE ROAD 200
YULEE, FL 32097 (904)225-2940

6921 00052 50899 07/02/23 11:34 AM
SALE SELF CHECKOUT

662909124647 CONE <A> 18.27
18 IN. ORANGE PVC FLOW MOLDED O

SUBTOTAL 18.27
SALES TAX 1.28
TOTAL \$19.55

XXXXXXXXXXXX1009 AMEX

USD\$ 19.55
TA

AUTH CODE 803730/9525458

Chip Read

AID A000000025010801 AMERICAN EXPRESS

Order Placed: June 6, 2023

PO number : Amelia

Amazon.com order number: 113-9564960-3107466

Order Total: \$441.96

Shipped on June 6, 2023	
Items Ordered	Price
1 of: <i>Stenner Pump Adjustable - Rated at 4.3 to 85.0 gpd Adjustable Head. Rated at 25 psi.</i>	\$414.99
Sold by: WaterChemicalSystems (seller profile) Product question? (Ask Seller)	
Business Price	
Condition: New	
Shipping Address: First Coast CMS, LLC 352 PERDIDO ST SAINT JOHNS, FL 32259-8756 United States	Item(s) Subtotal: \$414.99 Shipping & Handling: \$0.00 ----- Total before tax: \$414.99 Sales Tax: \$26.97 -----
Shipping Speed: Local Express Shipping	Total for This Shipment: \$441.96 -----

Payment information	
Payment Method: American Express Last digits: 1009	Item(s) Subtotal: \$414.99 Shipping & Handling: \$0.00 -----
Billing address Tony Shiver 352 Perdido Street Saint Johns, Florida 32259 United States	Total before tax: \$414.99 Estimated Tax: \$26.97 ----- Grand Total: \$441.96
Credit Card transactions	American Express ending in 1009: June 6, 2023: \$441.96

To view the status of your order, return to [Order Summary](#).

Original



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice **\$1,680.01**
Invoice Number 6494305
Invoice Date 6/12/23
Sales Order Number/Type 4271470 SO
Branch Plant 74
Shipment Number 5042606

Sold To: 485717
ACCOUNTS PAYABLE
FIRST COAST CMS
3434 Colwell Ave
Suite 200
Tampa FL 33614

Ship To: 295171
FIRST COAST CMS AMELIA CONCOURS
85164 Amaryllis Ct
Fernandina Beach FL 32097

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#	P.O. Release	Sales Agent #			
6/12/23	Credit Card	PPD Origin	HAWKINS SOUTHEAST FLEET			382			
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	350.0000	GA	\$2.8200	GA	3,384.5 LB	\$987.00
		1 LB BLK (Mini-Bulk)		350.0000	GA			3,384.5 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00
2.000	42756	Filter Media	N	4.0000	BG	\$27.0000	BG	48.0 LB	\$108.00
		12 LB BG 1.6 cft Cela/Perlite		4.0000	BG			52.0 GW	
3.000	935	Hydrochloric Acid 20'	N	2.0000	DD	\$101.5045	DD	290.0 LB	\$203.01
		145 LB DLD ACID MURIATIC 20'		2.0000	DD			318.0 GW	
		Lot/SN: 713774							
3.001	699922	15 GA Blu/Black Deldrum	N	2.0000	DD	\$15.0000	RD	20.0 LB	\$30.00
		DELDRM 1H1/X1.9/250		2.0000	RD			20.0 GW	
Related Order #: 04271470									
4.000	58111	Calcium Hypochlorite Granular	N	1.0000	DR	\$340.0000	DR	100.0 LB	\$340.00
		100 LB DR		1.0000	DR			102.5 GW	

Page 1 of 2

Tax Rate
0 %

Sales Tax
\$0.00

Invoice Total

Continued on next page

IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Containers are to be paid for in full, as invoiced, and full refund will be made promptly, provided containers are returned to original point of shipment. Return freight charges to be prepaid. The containers returned must be the same originally shipped, and show no evidence of abuse, or use for purposes other than the storage of original containers. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose. The "Sold To" party above is the guarantor for purposes of fertilizer laws and regulations.
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

www.hawkinsinc.com

Job# 3405080

Please
Route To:
Hawkins, Inc.
P.O. Box 860263
Minneapolis, MN 55486-0263



Tony Shiver <tony@firstcoastcms.com>

Amelia

Alphabet Signs Order 416534 - \$1,227.00

1 message

info@alphabetsigns.com <info@alphabetsigns.com>

Wed, Jun 14, 2023 at 7:00 PM

Reply-To: sales@alphabetsigns.com

To: tony@firstcoastcms.com



Order Invoice

Alphabet Signs
91 Newport Road
Suite 102
Gap, PA 17527

Order #: 416534
Placed: 06/14/2023
Status: Pending

Thank you for your order.

Below is a summary for your records. You may check the status of your order online by clicking here.

Bill To

Name: Tony Shiver
Email: tony@firstcoastcms.com
Phone: 9045068410
Company: First Coast CMS
Address: 352 PERDIDO ST
ST JOHNS, FL 32259-8756

Ship To

Name: Tony Shiver
Email: tony@firstcoastcms.com
Phone: 9045068410
Company: First Coast CMS
Address: 352 PERDIDO ST
ST JOHNS, FL 32259-8756

Code	Product	Qty	Total
EXTERNAL	DL0211615 36 x 48 Outdoor Enclosed Letter Board, One Door, Water Resistant Frame: Aluminum Header: Amelia Concourse Part of Quote: 2626 Vinyl Color: Black	1	\$915.00
EXTERNAL	Shipping Part of Quote: 2626	1	\$312.00
Sales Tax:			\$0.00
Shipping:			\$0.00
Total:			\$1,227.00

Original



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice **\$660.60**
Invoice Number 6507760
Invoice Date 6/26/23
Sales Order Number/Type 4285033 SO
Branch Plant 74
Shipment Number 5061081

Sold To: 485717
ACCOUNTS PAYABLE
FIRST COAST CMS
3434 Colwell Ave
Suite 200
Tampa FL 33614

Ship To: 295171
FIRST COAST CMS AMELIA CONCOURS
85164 Amaryllis Ct
Fernandina Beach FL 32097

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#			P.O. Release		Sales Agent #
6/26/23	Credit Card	PPD Origin	HAWKINS SOUTHEAST FLEET					382	
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	230.0000	GA	\$2.8200	GA	2,224.1 LB	\$648.60
		1 LB BLK (Mini-Bulk)		230.0000	GA			2,224.1 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00

***** Receive Your Invoice Via Email *****

Please contact our Accounts Receivable Department via email at Credit.Dept@HawkinsInc.com
or call 612-331-6910 to get it setup on your account.

Page 1 of 1

Tax Rate
0 %

Sales Tax
\$0.00

Invoice Total **\$660.60**

No Discounts on Freight
IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

CHECK REMITTANCE:

Hawkins, Inc.
P.O. Box 860263
Minneapolis, MN 55486-0263

WIRING CONTACT INFORMATION:

Email: Credit.Dept@HawkinsInc.com

Phone Number: (612) 617-8581
Fax Number: (612) 225-6702

FINANCIAL INSTITUTION:

US Bank
800 Nicollet Mall
Minneapolis, MN 55402

Account Name: Hawkins, Inc.

Account #: 180120759469

ABA/Routing #: 091000022

Swift Code#: USBKUS44IMT

Type of Account: Corporate Checking

ACH PAYMENTS:

CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.
For other than CTX, the remit to information may be emailed to Credit.Dept@HawkinsInc.com

CASH IN ADVANCE/EFT PAYMENTS:

Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

www.hawkinsinc.com

1111111111



Sign up today to process payments online or go
paperless and receive invoices electronically.
Visit <http://hdsupplyfacilities.billtrust.com>
Login Token: SKT GPP MWL

ProPurchase INVOICE

PO Box 509058 • San Diego, CA 92150-9058

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice
Terms: 1% 10 days, Net 30
A minimum late charge of \$2.00 or 1.5% per month (18% per year)
is charged on past due invoices.

Page 1 of 1

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Customer Number	Reference	Order Number	Purchase Order Number	Invoice Date	Invoice Number
17300804	2300274956	0270322263	AC	05/30/2023	0880251581

Ship To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001065	1/2" HOSEBIBB 1/4TURN MPTXSWEAT Receipt SKU: 032888181915,Taxable: Y	Kitchen & Bath	1	11.78	EA	11.78
1001065	3/4" NOKINK HOSEBIBB 1/4TURN MPT Receipt SKU: 032888181786,Taxable: Y	Kitchen & Bath	1	14.43	EA	14.43
THD In Store Purchase Trans Type: Sale Store#: 6921 Date: 05/30/2023 Register#: 061 Trans#: 3259 Cardholder: TONY SHIVER Card Nickname: MAINTENANCE Card#: XXXX-XXXX-XXXX-5939						

Product Category Summary (Excluding Misc. Charges & Freight)
Kitchen & Bath 28.04

Sub Total	26.21
Sales Tax	1.83
Freight	0.00
TOTAL	28.04

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com



PO Box 509058 • San Diego, CA 92150-9058

Invoice Number: 880251581
Amount Due: 28.04
Date Due: 06/29/2023

Amount Paid: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 0 0017300804 0880251581 000000000002804 0



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ProPurchase INVOICE

PO Box 509058 • San Diego, CA 92150-9058

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice
Terms: 1% 10 days, Net 30
A minimum late charge of \$2.00 or 1.5% per month (18% per year)
is charged on past due invoices.

Page 1 of 1

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418862

Customer Number	Reference	Order Number	Purchase Order Number	Invoice Date	Invoice Number
17300804	2300254876	0270301338	AC	05/19/2023	0880232845

Ship To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001074	30 SECONDS O/DR 320OZ Receipt SKU: 040235752565, Taxable: Y THD In Store Purchase Trans Type: Sale Store#: 6921 Date: 05/19/2023 Register#: 051 Trans#: 9489 Cardholder: TONY SHIVER Card Nickname: MAINTENANCE Card#: XXXX-XXXX-XXXX-5939	Janitorial	2	29.98	EA	59.96

Product Category Summary (Excluding Misc. Charges & Freight)
Janitorial 64.16

Sub Total	59.96
Sales Tax	4.20
Freight	0.00
TOTAL	64.16

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com



PO Box 509058 • San Diego, CA 92150-9058

Invoice Number: 880232845

Amount Due: 64.16

Date Due: 06/18/2023

Amount Paid: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 0 0017300804 0880232845 000000000006416 9



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ProPurchase INVOICE

PO Box 509058 • San Diego, CA 92150-9058

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice
Terms: 1% 10 days, Net 30
A minimum late charge of \$2.00 or 1.5% per month (18% per year)
is charged on past due invoices.

Page 1 of 2

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Customer Number	Reference	Order Number	Purchase Order Number	Invoice Date	Invoice Number
17300804	2300254875	0270301026	AC	05/19/2023	0880232844

Ship To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001059	3.5"X7" RUMBLESTONE MINI, CAFE Taxable: Y	Grounds	90	1.68	EA	151.20
1001075	5GAL HOMER BUCKET Receipt SKU: 084305355546, Taxable: Y	Paint & Sundries	1	4.48	EA	4.48
1001006	HUSKY 10 OZ HEAVY DUTY CAULK GUN Receipt SKU: 820909095569, Taxable: Y	Marketing	1	22.98	EA	22.98
1001006	9OZ GORILLA MAX CONST ADHESIVE CLEAR Receipt SKU: 052427006943, Taxable: Y	Marketing	3	13.98	EA	41.94
THD In Store Purchase Trans Type: Sale Store#: 6921 Date: 05/19/2023 Register#: 011 Trans#: 5311 Cardholder: TONY SHIVER						

Product Category Summary (Excluding Misc. Charges & Freight)

Grounds 161.78
Marketing 69.47
Paint & Sundries 4.79

Sub Total	220.60
Sales Tax	15.44
Freight	0.00
TOTAL	236.04

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com

Continued...



PO Box 509058 • San Diego, CA 92150-9058

Invoice Number: 880232844

Amount Due: 236.04

Date Due: 06/18/2023

Amount Paid: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 0 0017300804 0880232844 000000000023604 6



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Login Token: SKT GPP MWL

ProPurchase INVOICE

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Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice
Terms: 1% 10 days, Net 30
A minimum late charge of \$2.00 or 1.5% per month (18% per year)
is charged on past due invoices.

Page 1 of 1

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418862

Customer Number	Reference	Order Number	Purchase Order Number	Invoice Date	Invoice Number
17300804	2300225476	0270276669	AC	05/09/2023	0880207564

Ship To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001095	INTMC TRIPPERS FOR T100 SERIES TIMER Receipt SKU: 078275002135, Taxable: Y	Electrical	1	6.98	EA	6.98
1001095	20A 60-MIN SPRING WOUND IN-WALL TIMR Receipt SKU: 078275143494, Taxable: Y	Electrical	1	29.98	EA	29.98
THD In Store Purchase Trans Type: Sale Store#: 6921 Date: 05/09/2023 Register#: 062 Trans#: 0547 Cardholder: TONY SHIVER Card Nickname: MAINTENANCE Card#: XXXX-XXXX-XXXX-5939						

Product Category Summary (Excluding Misc. Charges & Freight)
Electrical 39.55

Sub Total	36.96
Sales Tax	2.59
Freight	0.00
TOTAL	39.55

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com



PO Box 509058 • San Diego, CA 92150-9058

Invoice Number: 880207564

Amount Due: 39.55

Date Due: 06/08/2023

Amount Paid: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 0 0017300804 0880207564 000000000003955 8

FIRST COAST CONTRACT MAINTENANCE
SERVICES, LLC
352 PERDIDO ST
Saint Johns, FL 32259 US
(904) 537-9034
lauren@firstcoastcms.com
www.firstcoastcms.com



BILL TO
Amelia Concourse
c/o GMS, LLC
Attn - Daniel Laughlin
475 W. Town Place - Suite 114
St. Augustine, FL 32092

INVOICE 7800

DATE 07/05/2023 TERMS Net 60

DUE DATE 09/03/2023

P.O. NUMBER
Fire Inspection Punch List

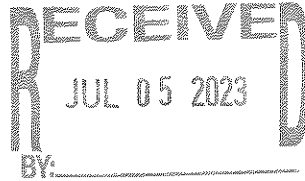
MONTH OF SERVICE
July

DATE	ACTIVITY	QTY	RATE	AMOUNT
07/05/2023	Misc. Labor Replacement of 2 Emergency Lights, (covered area and office), replacement of battery in Kitchen emergency lights. (trip and labor charge)	1	95.00	95.00

TOTAL DUE

\$95.00

FIRST COAST CONTRACT MAINTENANCE
SERVICES, LLC
352 PERDIDO ST
Saint Johns, FL 32259 US
(904) 537-9034
lauren@firstcoastcms.com
www.firstcoastcms.com



BILL TO
Amelia Concourse
c/o GMS, LLC
Attn - Daniel Laughlin
475 W. Town Place - Suite 114
St. Augustine, FL 32092

INVOICE 7801

DATE 07/05/2023 TERMS Net 60

DUE DATE 09/03/2023

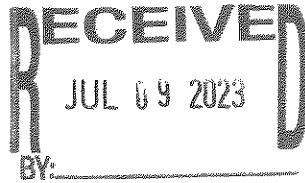
P.O. NUMBER
Playground Trash Can

MONTH OF SERVICE
July

DATE	ACTIVITY	QTY	RATE	AMOUNT
07/03/2023	Misc. Labor Removal of playground trash can that was filled with dog feces and set on fire. Includes disposal of metal can. (trip and labor charge)	1	150.00	150.00

TOTAL DUE \$150.00

FIRST COAST CONTRACT MAINTENANCE
SERVICES, LLC
352 PERDIDO ST
Saint Johns, FL 32259 US
(904) 537-9034
lauren@firstcoastcms.com
www.firstcoastcms.com



BILL TO
Amelia Concourse
c/o GMS, LLC
Attn - Daniel Laughlin
475 W. Town Place - Suite 114
St. Augustine, FL 32092

INVOICE 7805

DATE 07/09/2023 TERMS Net 60

DUE DATE 09/07/2023

P.O. NUMBER
Pool Ball Valve Repair

MONTH OF SERVICE
July

DATE	ACTIVITY	QTY	RATE	AMOUNT
07/08/2023	Misc. Labor Received call that pool was overflowing on Saturday, July 8th. Upon Arrival, found that the shut off valve in the pool surge tank failed. Shut off water to the facility and replaced seals to ball valve. Turned water back on to the facility and pressure tested to ensure working properly. Trip and labor charge	1	210.00	210.00

TOTAL DUE

\$210.00

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 264**Invoice Date:** 7/1/23**Due Date:** 7/1/23**Case:****P.O. Number:****Bill To:**

Amelia Concourse CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - July 2023		3,937.50	3,937.50
Website Administration - July 2023		83.33	83.33
Information Technology - July 2023		166.67	166.67
Dissemination Agent Services - July 2023		875.00	875.00
Office Supplies		0.36	0.36
Postage		53.49	53.49
Copies		53.85	53.85
Telephone		63.88	63.88
<div>RECEIVED JUL 06 2023 BY: _____</div>			

Total \$5,234.08

Payments/Credits \$0.00

Balance Due \$5,234.08



Tallahassee, FL 32308
2498 Centerville Rd.

Bill to:

Amelia Concourse CDD
475 W Town Place
Suite 114
Saint Augustine, FL 32092
[Click Here to Pay Online!](#)

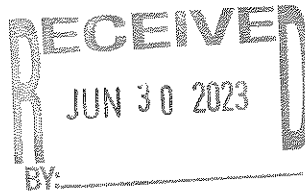
Invoice

Invoice #: 387866
Invoice Date: 07/01/2023
Completed: 06/30/2023
Terms: Due on Aging Date
Bid#:

475 W Town Place

HiTechFlorida.com

Description	Qty	Rate	Amount
11578 - Access Control System - Amelia Concourse CDD - 85200 Amaryllis Court, Fernandina Beach, FL			
Alarm.com Cloud Access Control	1.00	\$20.00	20.00
ADC-Access-Door-Addon	1.00	\$40.00	40.00
Service Plan	1.00	\$50.00	50.00
Sales Tax			0.00



Tech Resolution Note:

THank you for choosing Hi-Tech!!

To review or pay your account online, please visit our online bill payment portal at [Hi-Tech Customer Portal](#). You will need your customer number and billing zip code to create a new login.

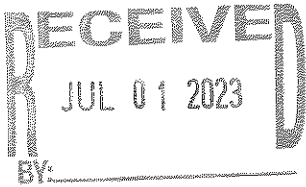
Support@hitechflorida.com
Office: 850-385-7649

Total	\$110.00
Payments	\$0.00
Balance Due	\$110.00

INVOICE

SITEX Aquatics llc.
PO Box 917
Parrish, FL 34219

office@sitexaquatics.com
+1 (813) 564-2322



Amelia Concourse CDD

Bill to	Ship to	Invoice details
Amelia Concourse CDD	Amelia Concourse CDD	Invoice no.: 7539
Tony Shiver	Tony Shiver	Terms: Net 30
352 Period St.	352 Period St.	Invoice date: 07/01/2023
St. Johns, FL 32259	St. Johns, FL 32259	Due date: 07/31/2023

Product or service		Amount
1. LM-Amelia Concourse	1 x \$368.00	\$368.00
Monthly Lake Maintenance-4 Ponds-July		
Total		\$368.00

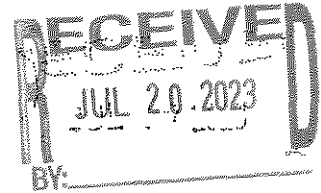


Berger, Toombs, Elam,
Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue
Suite 200
Fort Pierce, Florida 34950

772/461-6120
FAX: 772/468-9278



*AMELIA CONCOURSE COMMUNITY DEVELOPMENT DIST.
475 WEST TOWN PLACE, SUITE 114
ST. AUGUSTINE,, FL 32092*

*Invoice No. 363407
Date 07/09/2023
Client No. 20166*

Services rendered in connection with the audit of the Basic Financial Statements
as of and for the year ended September 30, 2022.

Total Invoice Amount \$ 4,350.00

We now accept Visa and MasterCard.
Please enter client number on your check.
Finance charges are calculated on balances over 30 days old at an annual percentage rate of 18%

Fort Pierce / Stuart

Member AICPA

Member AICPA Division for CPA Firms
Private Companies Practice Section

Member FICPA



INVOICE

Sold To: 24578747
Amelia Concourse CDD
GMS North Florida LLC
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24578747
Invoice #: 8466142
Invoice Date: 6/21/2023
Sales Order: 8129888
Cust PO #:

Project Name: Fresh Mulch Application

Project Description: Fresh mulch to dress up the entry way, amenity center, and jea lift station

Job Number	Description	Amount
346700408	Amelia Concourse CDD Gold Mulch - Blown-Into the beds at the entry way, amenity c	2,320.00
<div>RECEIVED JUL 27 2023 BY: _____</div>		
Total Invoice Amount		2,320.00
Taxable Amount		
Tax Amount		
Balance Due		2,320.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 725-2552

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 24578747
Invoice #: 8466142
Invoice Date: 6/21/2023

Amount Due: \$ 2,320.00

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Amelia Concourse CDD
GMS North Florida LLC
475 W Town Place Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

Proposal for Extra Work at Amelia Concourse CDD

Property Name	Amelia Concourse CDD	Contact	Tony Shiver
Property Address	85200 Amaryllis Ct Fernandina Beach, FL 32034	To	Amelia Concourse CDD
		Billing Address	GMS North Florida LLC 475 W Town Place Ste 114 St Augustine, FL 32092

Project Name Fresh Mulch Application

Project Description Fresh mulch to dress up the entry way, amenity center, and jea lift station

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
40.00	CUBIC YARD	Gold Mulch - Blown-Into the beds at the entry way, amenity center, and jea lift station	\$58.00	\$2,320.00

For internal use only

SO# 8129888
JOB# 346700408
Service Line 160

Total Price \$2,320.00

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
1854 West Road, Jacksonville, FL 32216 ph. (904) 725-2552 fax (904) 725-0188

Disclosure Services LLC

1005 Bradford Way
Kingston, TN 37763

Invoice

Date	Invoice #
7/13/2023	17

Bill To
Amelia Concourse CDD C/O GMS

Terms	Due Date
Net 30	8/12/2023

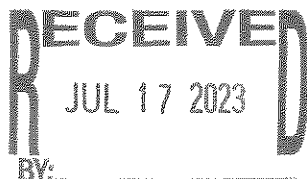
Description	Amount
Amortization Schedule Series 2019A 8-1-23 Prepay \$20,000	100.00
<div>RECEIVED JUL 13 2023 BY: _____</div>	

Total	\$100.00
Payments/Credits	\$0.00
Balance Due	\$100.00

Phone #
865-717-0976

E-mail
tcarter@disclosureservices.info

FIRST COAST CONTRACT MAINTENANCE
SERVICES, LLC
352 PERDIDO ST
Saint Johns, FL 32259 US
(904) 537-9034
lauren@firstcoastcms.com
www.firstcoastcms.com



BILL TO
Amelia Concourse
c/o GMS, LLC
Attn - Daniel Laughlin
475 W. Town Place - Suite 114
St. Augustine, FL 32092

INVOICE 7814

DATE 07/17/2023 TERMS Net 60

DUE DATE 09/15/2023

P.O. NUMBER
Reimbursables

MONTH OF SERVICE
July 2023 : 1

DATE	ACTIVITY	QTY	RATE	AMOUNT
07/07/2023	Amzn - stenner pump			500.97
07/07/2023	Amzn - stenner pump			416.43
07/07/2023	Lowes - pool repair			12.76
07/13/2023	Hawkins invoice #6519905			1,083.90
	Purchasing Fee	2,014.06	0.03	60.42
	3% purchase fee			

TOTAL DUE

\$2,074.48



KILINSKI | VAN WYK

Kilinski | Van Wyk, PLLC

P.O. Box 6386
Tallahassee, Florida 32314
United States

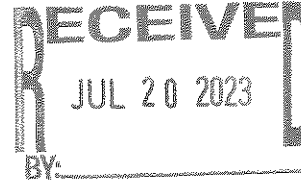
Amelia Concourse CDD
475 West Town Place Suite 114
St. Augustine, Florida 32092

ACCDD-01

Amelia Concourse CDD - General

INVOICE

Invoice # 6895
Date: 07/16/2023
Due On: 08/15/2023



Type	Professional	Date	Notes	Quantity	Rate	Total
Service	JK	06/05/2023	Confer re: attorney fees options for injunction	0.20	\$305.00	\$61.00
Service	JK	06/06/2023	Confer with team re: identification of easement per court order and options for same	0.20	\$305.00	\$61.00
Service	GK	06/07/2023	Prepare letter to Homans regarding location of easement pursuant to Order Granting Injunction and confer with District Manager and District Engineer regarding the same; review outstanding easement encroachments.	1.20	\$280.00	\$336.00
Service	JK	06/07/2023	Review form of easement letter and location map and transmit draft/comments to same; confer with staff on same and update same	0.40	\$305.00	\$122.00
Service	LG	06/07/2023	Advise regarding notice of easement location; finalize and send letter to Homans regarding fence removal; review status of other encroachment removals.	0.90	\$305.00	\$274.50
Service	LG	06/08/2023	Review and provide comments to meeting minutes; follow up on status of open items.	0.50	\$305.00	\$152.50
Expense	AL	06/08/2023	Certified Mail: Certified overnight mail to Homans	1.00	\$28.75	\$28.75
Service	MG	06/09/2023	Review and revise budget/PH notices.	0.20	\$170.00	\$34.00

Service	LG	06/12/2023	Finalize RFP and form of contract for facility management.	1.20	\$305.00	\$366.00
Service	MG	06/13/2023	Finalize budget notices.	0.20	\$170.00	\$34.00
Service	JK	06/13/2023	Review updated mailed/published notices and resolutions and confer re: same	0.20	\$305.00	\$61.00
Service	LG	06/14/2023	Research requirements for video surveillance signage; finalize amenity services RFP and send to interested firms; confer with Shiver regarding status of pool repairs.	1.60	\$305.00	\$488.00
Service	JK	06/14/2023	Confer re: A/V options and RFP for amenity status	0.20	\$305.00	\$61.00
Service	GK	06/15/2023	Review Respondents' Motion for Costs and Motion for Appeal.	0.30	\$280.00	\$84.00
Service	LG	06/15/2023	Receive and review motions by respondents in response to injunction.	0.30	\$305.00	\$91.50
Service	GK	06/16/2023	Continue research regarding entitlement for attorney's fees.	0.70	\$280.00	\$196.00
Service	MG	06/16/2023	Review filed motions in Homan case, Case 22-CC-309.	0.20	\$170.00	\$34.00
Service	LG	06/21/2023	Confer with District Engineer and District Manager regarding engineer certification for Phase 3 SWMS.	0.40	\$305.00	\$122.00
Service	LG	06/24/2023	Prepare responses to motions for costs and for rehearing; review and revise motion for petitioner's costs.	1.20	\$305.00	\$366.00
Service	LG	06/24/2023	Prepare conflict waiver for bollard easement.	0.20	\$305.00	\$61.00
Service	GK	06/26/2023	Review Response Opposing Motion for Appeal or Rehearing; review Response Opposing Motion for Costs; review response to auditor regarding litigation claims.	0.90	\$280.00	\$252.00
Service	LG	06/26/2023	Prepare summary of pending litigation in response to auditor request.	0.80	\$305.00	\$244.00
Service	MG	06/26/2023	Prepare auditor letter response. File Response Opposing Motion for Costs and Response Opposing Motion for Appeal; confer with Kobitter regarding same; research costs associated with case; confer with LeDoux regarding same.	2.10	\$170.00	\$357.00
Service	MG	06/27/2023	Research costs to finalize Motion.	0.10	\$170.00	\$17.00

Service	GK	06/27/2023	Finalize Motion for Costs.	0.70	\$280.00	\$196.00
Service	GK	06/29/2023	Finalize Motion for Costs; review Respondents' Motion for Enlargement of Time.	0.30	\$280.00	\$84.00
Service	MG	06/29/2023	File Motion for Costs, Case No. 22-CC-309 Homans; transmit same to Respondents.	0.60	\$170.00	\$102.00
Service	MG	06/29/2023	Review and revise budget/assessment resolutions.	0.30	\$170.00	\$51.00
Service	MH	06/29/2023	Review and revise motion for costs; confer with Gentry and Kobitter accordingly.	0.60	\$285.00	\$171.00
Service	LG	06/30/2023	Review draft audit.	0.30	\$305.00	\$91.50
Non-billable entries						
Service	GK	06/09/2023	Research entitlement to attorneys' fees and costs based on Order Granting Injunction.	0.70	\$280.00	\$196.00
Service	GK	06/12/2023	Continue research entitlement to attorneys' fees and costs, review Declaration of Easements, Covenants, Conditions, and Restrictions regarding the same.	0.60	\$280.00	\$168.00
Service	GK	06/19/2023	Complete research regarding attorney's fees and costs for injunctive relief; prepare Motion for Costs.	1.80	\$280.00	\$504.00
					Total	\$4,599.75

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
6596	06/14/2023	\$764.50	\$0.00	\$764.50

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
6895	08/15/2023	\$4,599.75	\$0.00	\$4,599.75
Outstanding Balance				\$5,364.25
Total Amount Outstanding				\$5,364.25

Please make all amounts payable to: Kilinski | Van Wyk, PLLC

Please pay within 30 days.



P.O. BOX 580210
CHARLOTTE, NC 28258-0210
904-849-5122

Invoice

Date	Invoice #
07/15/2023	3663263

Bill To:

C/O GMS INC AMELIA CONCOURSE CDD
85128 AMARYLLIS CT
FERNANDINA BEACH FL 32034

Location:

C/O GMS IN AMELIA CONCOURSE CDD
85200 AMARYLLIS CT
FERNANDINA BEACH FL 32034

DATE PAID _____

CHECK NO. _____

AMOUNT _____

Due Date 08/02/2023**Account No.** 30-1201917 7**Service Dates** 08/01/2023--
08/31/2023

For proper credit please return top portion.

DATE	DESCRIPTION	QTY	TOTAL
07/15/23	95GL TRASH SERVICE # P/U: 1	1.00	29.15
07/15/23	95GL TRASH SERVICE # P/U: 1	1.00	27.50
<div>RECEIVED JUL 18 2023 BY: _____</div> <p>Your next invoice may reflect a change in rates. Online bill pay is available 24/7 visit www.MeridianWaste.com your access code is: 0640464</p>			
Total Invoice			56.65

AGE	CURRENT	30 DAYS	60 DAYS	90 DAYS	Please Pay
AMOUNT	51.70	0.00	0.00	0.00	\$51.70

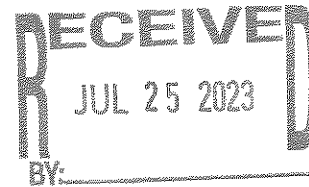


Please pay from this invoice. This includes your remittance portion.

From: jbrazee@naderspestraiders.com
Subject: Invoice for Service
Date: July 25, 2023 at 4:18 PM
To: tpolvere@gmsnf.com



Nader's Pest Raiders
96014 Chester Rd
Yulee, FL 32097
904-225-9425



INVOICE

Bill To [1328696] Amelia Concourse Amenities Center Tony Shiver 393 Palm Coast Pkwy SW Ste 4 Palm Coast, FL 32137-4773	Service Address [1328696] Amelia Concourse Amenities Center Tony Shiver 85200 Amaryllis Ct Fernandina Beach, FL 32034-9716
--	---

Invoice #	52044832	Technician	Joseph Emory
Invoice Date	06/08/2023	License #	
Service Date	06/08/2023	Target Pest	
		Purchase Order	

Service	Description	Price
RPC-FIRE ANT	Fire Ant Service	\$79.00
	Subtotal	\$79.00
	Tax	\$0.00
	Total	\$79.00
	Amount Paid	\$0.00
	Balance	\$79.00

Thank you for your business! If you have any questions, please call us.



Access Code to Pool Area- 7946#
Performed a fire ant treatment around exterior perimeter of home. You may see dead or dying pests following service. This is normal.

Instructions

Thank you for choosing Naders Pest Raiders as your service provider. We truly appreciate your business.

Thanks, Joseph.



Jamie L Brazee

Customer Care Specialist

P 904-225-9425

96014 Chester Rd, Yulee, FL 32097

naderspestraiders.com

Voted Top 5 USA WORKPLACE in 2023



INVOICE

Amelia Concourse CDD
GMS North Florida LLC
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24578747
Invoice #: 8515734
Invoice Date: 8/1/2023
Cust PO #:

Job Number	Description	Amount
346700408	Amelia Concourse CDD Exterior Maintenance For August	2,618.00
<div>RECEIVED JUL 25 2023 BY: _____</div>		
Total invoice amount		2,618.00
Tax amount		
Balance due		2,618.00

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-725-2552

Please detach stub and remit with your payment

Payment Stub

Customer Account#: 24578747
Invoice #: 8515734
Invoice Date: 8/1/2023

Amount Due: \$2,618.00

Thank you for allowing us to serve you

Please reference the invoice # on your check
and make payable to:

Amelia Concourse CDD
GMS North Florida LLC
475 W Town Place Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655

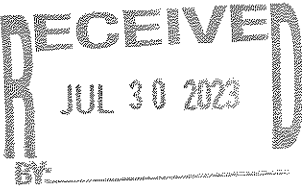


INVOICE

Sold To: 24578747
Amelia Concourse CDD
GMS North Florida LLC
475 W Town Place Ste 114
St Augustine FL 32092

Customer #: 24578747
Invoice #: 8532120
Invoice Date: 7/26/2023
Sales Order: 8172481
Cust PO #:

Project Name: Annual Change Out
Project Description: Installation of the new flowers

Job Number	Description	Amount
346700408	Amelia Concourse CDD Installation of the new flower rotation 504 annuals Bulk Annual Soil (Picked-Up) CY - Amendment Installed	1,296.57
		
Total Invoice Amount		1,296.57
Taxable Amount		
Tax Amount		
Balance Due		1,296.57

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904 725-2552

Please detach stub and remit with your payment

Payment Stub

Customer Account #: 24578747
Invoice #: 8532120
Invoice Date: 7/26/2023

Amount Due: \$ 1,296.57

Thank you for allowing us to serve you

Please reference the invoice # on your
check and make payable to

Amelia Concourse CDD
GMS North Florida LLC
475 W Town Place Ste 114
St Augustine FL 32092

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655



Proposal for Extra Work at Amelia Concourse CDD

Property Name Amelia Concourse CDD
Property Address 85200 Amaryllis Ct
Fernandina Beach, FL 32034

Contact Daniel Laughlin
To Amelia Concourse CDD
Billing Address GMS North Florida LLC 475 W Town
Place Ste 114
St Augustine, FL 32092

Project Name Annual Change Out
Project Description Installation of the new flowers

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
1.00	CUBIC YARD	Bulk Annual Soil (Picked-Up) CY - Amendment Installed	\$162.52	\$162.52
504.00	EACH	Installation of the new flower rotation 504 annuals	\$2.25	\$1,134.00

For Internal use only

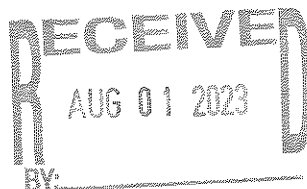
SO# 8172481
JOB# 346700408
Service Line 130

Total Price \$1,296.57

THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President
1854 West Road, Jacksonville, FL 32216 ph (904) 725-2552 fax (904) 725-0188
Enhancement Manager
Certified Arborist #FL-6354A
Certified Pest Control Operator JF85758

FIRST COAST CONTRACT MAINTENANCE
SERVICES, LLC
352 PERDIDO ST
Saint Johns, FL 32259 US
(904) 537-9034
lauren@firstcoastcms.com
www.firstcoastcms.com



BILL TO
Amelia Concourse
c/o GMS, LLC
Attn - Daniel Laughlin
475 W. Town Place - Suite 114
St. Augustine, FL 32092

INVOICE 7874

DATE 08/01/2023 TERMS Net 60

DUE DATE 09/30/2023

P.O. NUMBER
Reimbursables

MONTH OF SERVICE
July 2023 : 2

DATE	ACTIVITY	QTY	RATE	AMOUNT
07/19/2023	Uline - 32 gallon trash can			779.91
07/24/2023	Hawkins invoice #6533874			741.60
07/24/2023	Amzn - stenner pump			448.78
07/25/2023	Walmart - keyboard and mouse			20.76
07/31/2023	HD Supply - leaf rake, simple green			53.50
07/31/2023	HD Supply - windex and lysol			31.99
08/01/2023	RETURN HD Supply - 4 pool umbrellas			-1,493.72
08/01/2023	HD Supply - 1 bag of sand			38.50
08/01/2023	HD Supply - 4 pool umbrellas, wall timers			1,525.81
08/01/2023	HD Supply - toilet paper, underwater epoxy			80.12
	Purchasing Fee	2,227.25	0.03	66.82
	3% purchase fee			

TOTAL DUE

\$2,294.07

Uline

1-800-295-5510

[Text Chat](#)

[Help](#)

✓ ORDER SUBMITTED

ORDER # 3454557

Order Date: 07/18/2023

Thank you for shopping with Uline! Your order has been successfully submitted.

You will receive an email confirmation at tony@firstcoastcms.com once this order has been processed.

Order Details

Billing Address

FIRST COAST CMS LLC
352 PERDIDO ST
SAINT JOHNS, FL 32259-8756

Shipping Address

FIRST COAST CMS LLC
352 PERDIDO ST
SAINT JOHNS, FL 32259-8756

Ship Via: AVERITT EXPRESS

Will Ship: 07/18/2023

Payment Method: Net 30

PO #: AMELIACONCOURS

Uline Account #: 7053849

Order Placed By: TONY SHIVER

Model #	Description	Unit Cost	Qty	Ext. Cost
H-5154R	Thermoplastic Trash Can - 32 Gallon, Bonnet Lid, Red	\$585.00 / KT	1	\$585.00
S-15965BC		FREE / EA	1	FREE
Subtotal =				\$585.00
Tax =				\$38.03
Shipping/Handling =				\$156.88
Total =				\$779.91

Original



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice **\$741.60**
Invoice Number **6533874**
Invoice Date **7/24/23**
Sales Order Number/Type **4305369 SO**
Branch Plant **74**
Shipment Number **5094419**

Sold To: **485717**
ACCOUNTS PAYABLE
FIRST COAST CMS
3434 Colwell Ave
Suite 200
Tampa FL 33614-8390

Ship To: **295171**
FIRST COAST CMS AMELIA CONCOURS
85164 Amaryllis Ct
Fernandina Beach FL 32034-9715

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#			P.O. Release		Sales Agent #
7/24/23	Credit Card	PPD Origin	HAWKINS SOUTHEAST FLEET						382
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
2.000	41930	Azone - EPA Reg. No. 7870-1	N	230.0000	GA	\$2.8200	GA	2,224.1 LB	\$648.60
		1 LB BLK (Mini-Bulk)		230.0000	GA			2,224.1 GW	
2.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00
3.000	42756	Filter Media	N	3.0000	BG	\$27.0000	BG	36.0 LB	\$81.00
		12 LB BG 1.6 cft Cela/Perlite		3.0000	BG			39.0 GW	

***** Receive Your Invoice Via Email *****

Please contact our Accounts Receivable Department via email at Credit.Dept@HawkinsInc.com or call 612-331-6910 to get it setup on your account.

Page 1 of 1

Tax Rate
0 %

Sales Tax
\$0.00

Invoice Total

\$741.60

No Discounts on Freight
IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

CHECK REMITTANCE:

Hawkins, Inc.
P.O. Box 860263
Minneapolis, MN 55486-0263

WIRING CONTACT INFORMATION:
Email: Credit.Dept@HawkinsInc.com

Phone Number: (612) 617-8581
Fax Number: (612) 225-6702

FINANCIAL INSTITUTION:

US Bank
800 Nicollet Mall
Minneapolis, MN 55402

Account Name: Hawkins, Inc.
Account #: 180120759469
ABA/Routing #: 091000022
Swift Code#: USBKUS44IMT
Type of Account: Corporate Checking

ACH PAYMENTS:

CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.
For other than CTX, the remit to information may be emailed to Credit.Dept@HawkinsInc.com

CASH IN ADVANCE/EFT PAYMENTS:

Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§501-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

www.hawkinsinc.com

1-14-2023



Final Details for Order #113-5589805-5498610

Order Placed: July 23, 2023

PO number : Amelia

Amazon.com order number: 113-5589805-5498610

Order Total: \$448.78

Shipped on July 24, 2023

Items Ordered

Price

1 of: *Stenner 85MHP17 (Pump & Head assembly only) Replacement Pump*
Sold by: WaterChemicalSystems ([seller profile](#)) | Product question? ([Ask Seller](#))
Business Price
Condition: New

\$421.39

Shipping Address:

First Coast CMS, LLC
352 PERDIDO ST
SAINT JOHNS, FL 32259-8756
United States

Item(s) Subtotal: \$421.39

Shipping & Handling: \$0.00

Total before tax: \$421.39

Sales Tax: \$27.39

Shipping Speed:

Local Express Shipping

Total for This Shipment: \$448.78

Payment information

Payment Method:

American Express | Last digits: 1009

Item(s) Subtotal: \$421.39

Shipping & Handling: \$0.00

Billing address

Tony Shiver
352 Perdido Street
Saint Johns, Florida 32259
United States

Total before tax: \$421.39

Estimated Tax: \$27.39

Grand Total: \$448.78

Credit Card transactions

American Express ending in 1009: July 24, 2023: \$448.78

To view the status of your order, return to [Order Summary](#).

AZ
Give us feedback @ survey.walmart.com
Thank you! ID #:7SJXF3192SPL

Walmart *

WM Supercenter
904-751-5552 Mgr. ADAM
13227 CITY SQUARE DR
JACKSONVILLE FL 32218
Store 0002 OP# 009031 TE# 31 TR# 04155

ITEMS SOLD 2
TC# 1340 4186 4024 2385 6285



WIRED MOUSE 681131308950 7.88 N
USB KEYBOARD 681131308870 12.88 N

SUBTOTAL 20.76
TOTAL 20.76
AMEX TEND 20.76
CHANGE DUE 0.00

AMERICAN EXPRESS- 1009 I O APPR#824882
20.76 TOTAL PURCHASE
REF # 320600235936
TRANS ID - 008522283000060
AID A000000025010801
TC 13553AC5FEE7C2E9
TERMINAL # 23060824
*No Signature Required
07/25/23 11:05:07

Walmart *



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07/25/23 11:05:16
***** RETURN & EXCHANGE POLICY *****
Electronics may be returned
for refund or exchange with receipt
WITHIN 30 days



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paperless and receive invoices electronically.
Visit <http://hdsupplyfacilities.billtrust.com>
Login Token: SKT GPP MWL

ProPurchase INVOICE

PO Box 509058 • San Diego, CA 92150-9058

Page 1 of 1

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice
Terms: 1% 10 days, Net 30
A minimum late charge of \$2.00 or 1.5% per month (18% per year)
is charged on past due invoices.

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Customer Number	Reference	Order Number	Purchase Order Number	Invoice Date	Invoice Number
17300804	2300363095	0270460859	AMELIA	07/12/2023	0880342493

Ship To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001074	SIMPLE GREEN APC 320OZ Receipt SKU: 043318004889,Taxable: Y	Janitorial	1	21.98	EA	21.98
1001105	HDX LEAF RAKE Receipt SKU: 085334612983,Taxable: N	Grounds	1	29.98	EA	29.98
THD In Store Purchase Trans Type: Sale Store#: 6921 Date: 07/12/2023 Register#: 061 Trans#: 9827 Cardholder: NATHAN GOODE Card Nickname: NORTHSIDE POOL ROUTE Card#: XXXX-XXXX-XXXX-0781						

Product Category Summary (Excluding Misc. Charges & Freight)

Grounds 30.87
Janitorial 22.63

Sub Total	51.98
Sales Tax	1.54
Freight	0.00
TOTAL	53.50

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com



PO Box 509058 • San Diego, CA 92150-9058

Invoice Number: 880342493
Amount Due: 53.50
Date Due: 08/11/2023

Amount Paid: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 0 0017300804 0880342493 00000000005350 6



Sign up today to process payments online or go
paperless and receive invoices electronically.
Visit <http://hdsupplyfacilities.billtrust.com>
Login Token: SKT GPP MWL

ProPurchase INVOICE

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Page 1 of 1

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice
Terms: 1% 10 days, Net 30
A minimum late charge of \$2.00 or 1.5% per month (18% per year)
is charged on past due invoices.

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Customer Number	Reference	Order Number	Purchase Order Number	Invoice Date	Invoice Number
17300804	2300361858	0270456258	AMELIA	07/11/2023	0880340953

Ship To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001074	WINDEX GLASS SPY 32OZ Receipt SKU: 019800085216,Taxable: Y	Janitorial	2	5.98	EA	11.96
1001006	LYSOL APC SPY CITRUS 32OZ Receipt SKU: 019200892896,Taxable: Y	Marketing	1	6.38	EA	6.38
1001074	LYSOL TBC 24OZ 2PK Receipt SKU: 018200791748,Taxable: Y	Janitorial	2	5.78	EA	11.56
THD In Store Purchase Trans Type: Sale Store#: 6921 Date: 07/11/2023 Register#: 062 Trans#: 2462 Cardholder: TIM SHINKAROFF Card Nickname: ST AUG STAFF Card#: XXXX-XXXX-XXXX-2081						

Product Category Summary (Excluding Misc. Charges & Freight)

Janitorial 25.16
Marketing 6.83

Sub Total	29.90
Sales Tax	2.09
Freight	0.00
TOTAL	31.99

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com



PO Box 509058 • San Diego, CA 92150-9058

Invoice Number: 880340953
Amount Due: 31.99
Date Due: 08/10/2023

Amount Paid: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
ASK FOR ADDRESS
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 0 0017300804 0880340953 000000000003199 8



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Login Token: SKT GPP MWL

ProPurchase CREDIT MEMO

PO Box 509058 • San Diego, CA 92150-9058

CREDIT... Please Deduct From Your Next Payment.

Page 1 of 1

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Customer Number	Reference	Order Number	Purchase Order Number	Memo Date	Memo Number
17300804	0880069433	0570016425	AMELIA	07/26/2023	0880376032

Ship To:

FIRST COAST CONTRACT MAINT SVC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001178	HB 8FT SQ OFFSET UMBRELLA - CHILI Receipt SKU: 848681061107,Taxable: Y THD In Store Purchase Trans Type: Refund Store#: 6921 Date: 07/26/2023 Register#: 009 Trans#: 0896 Cardholder: TIM SHINKAROFF Card Nickname: ST AUG STAFF Card#: XXXX-XXXX-XXXX-2081 Original Receipt: 2023-07-22 6921 061 1162 Original Invoice: 0880366637 Original PO#: AMELIA	Grounds	4	-349.00	EA	-1,396.00
Product Category Summary (Excluding Misc. Charges & Freight)						Sub Total
Grounds -1493.72						-1,396.00
						Sales Tax
						-97.72
						Freight
						0.00
						TOTAL
						-1,493.72

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com



PO Box 509058 • San Diego, CA 92150-9058

Credit Memo Number: 880376032
Credit Memo Date: 07/26/2023
Credit Amount: -1,493.72
Original Invoice Number: 570016425
Apply to Invoice Number: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 1 0017300804 0880376032 000000000149372 6



Sign up today to process payments online or go
paperless and receive invoices electronically.
Visit <http://hdsupplyfacilities.billtrust.com>
Login Token: SKT GPP MWL

ProPurchase INVOICE

PO Box 509058 • San Diego, CA 92150-9058

Page 1 of 1

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/858-8889

Please Pay From Invoice
Terms: 1% 10 days, Net 30
A minimum late charge of \$2.00 or 1.5% per month (18% per year)
is charged on past due invoices.

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Customer Number	Reference	Order Number	Purchase Order Number	Invoice Date	Invoice Number
17300804	2300396226	0270522100	AC	07/26/2023	0880376031

Ship To:

FIRST COAST CONTRACT MAINT SVC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001059	TECHNISEAL EZ SAND RG TAN 40LB Receipt SKU: 742786915214, Taxable: Y THD In Store Purchase Trans Type: Sale Store#: 6921 Date: 07/26/2023 Register#: 011 Trans#: 8585 Cardholder: TIM SHINKAROFF Card Nickname: ST AUG STAFF Card#: XXXX-XXXX-XXXX-2081	Grounds	1	35.98	EA	35.98

Product Category Summary (Excluding Misc. Charges & Freight)
Grounds 38.50

Sub Total	35.98
Sales Tax	2.52
Freight	0.00
TOTAL	38.50

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com



PO Box 509058 • San Diego, CA 92150-9058

Invoice Number: 880376031
Amount Due: 38.50
Date Due: 08/25/2023

Amount Paid: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 0 0017300804 0880376031 000000000003850 4



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ProPurchase INVOICE

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Page 1 of 1

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice
Terms: 1% 10 days, Net 30
A minimum late charge of \$2.00 or 1.5% per month (18% per year)
is charged on past due invoices.

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Customer Number	Reference	Order Number	Purchase Order Number	Invoice Date	Invoice Number
17300804	2300387413	0270505364	AMELIA	07/23/2023	0880366637

Ship To:

FIRST COAST CONTRACT MAINT SVC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001095	20A 30-MIN SPRING WOUND IN-WALL TIMR Receipt SKU: 078275143487, Taxable: Y	Electrical	1	29.99	EA	29.99
1001178	HB 8FT SQ OFFSET UMBRELLA - CHILI Receipt SKU: 848681061107, Taxable: Y	Grounds	4	349.00	EA	1,396.00
THD In Store Purchase Trans Type: Sale Store#: 6921 Date: 07/22/2023 Register#: 061 Trans#: 1162 Cardholder: TIM SHINKAROFF Card Nickname: ST AUG STAFF Card#: XXXX-XXXX-XXXX-2081						

Product Category Summary (Excluding Misc. Charges & Freight)

Electrical 32.09
Grounds 1493.72

Sub Total	1,425.99
Sales Tax	99.82
Freight	0.00
TOTAL	1,525.81

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com



PO Box 509058 • San Diego, CA 92150-9058

Invoice Number: 880366637
Amount Due: 1,525.81
Date Due: 08/22/2023

Amount Paid: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 0 0017300804 0880366637 000000000152581 7



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paperless and receive invoices electronically.
Visit <http://hdsupplyfacilities.billtrust.com>
Login Token: SKT GPP MWL

ProPurchase INVOICE

PO Box 509058 • San Diego, CA 92150-9058

Page 1 of 1

Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice
Terms: 1% 10 days, Net 30
A minimum late charge of \$2.00 or 1.5% per month (18% per year)
is charged on past due invoices.

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Customer Number	Reference	Order Number	Purchase Order Number	Invoice Date	Invoice Number
17300804	2300381329	0270493048	AMELIA	07/19/2023	0880360055

Ship To:

FIRST COAST CONTRACT MAINT SVC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

In Store Purchase at Store 6921

Stock Number	Description	Product Category	Quantity	Unit Price	Unit	Extension
1001045	COTTONELLE ULTRA CLEAN TP 12R Receipt SKU: 036000541519,Taxable: Y	Janitorial	4	14.98	EA	59.92
1001030	J-B WELD WATERWELD EPOXY PUTTY 2 OZ Receipt SKU: 043425082770,Taxable: Y	Office Solutions	2	7.48	EA	14.96
THD In Store Purchase Trans Type: Sale Store#: 6921 Date: 07/19/2023 Register#: 062 Trans#: 4182 Cardholder: TIM SHINKAROFF Card Nickname: ST AUG STAFF Card#: XXXX-XXXX-XXXX-2081						

Product Category Summary (Excluding Misc. Charges & Freight)

Janitorial 84.11
Office Solutions 16.01

Sub Total	74.88
Sales Tax	5.24
Freight	0.00
TOTAL	80.12

Question? Call Jessica Livingston at 800-798-8888 or email Jessica.Livingston@hdsupply.com



PO Box 509058 • San Diego, CA 92150-9058

Invoice Number: 880360055

Amount Due: 80.12

Date Due: 08/18/2023

Amount Paid: _____

For proper credit to your account, please
do not staple check to remittance form.

Please return this portion with payment.

Mail To:

FIRST COAST CONTRACT MAINT SVC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058

1 0 0017300804 0880360055 000000000008012 6

Governmental Management Services, LLC

1001 Bradford Way
Kingston, TN 37763

Invoice**Invoice #:** 265**Invoice Date:** 8/1/23**Due Date:** 8/1/23**Case:****P.O. Number:****Bill To:**

Amelia Concourse CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Management Fees - August 2023		3,937.50	3,937.50
Website Administration - August 2023		83.33	83.33
Information Technology - August 2023		166.67	166.67
Dissemination Agent Services - August 2023		875.00	875.00
Office Supplies		0.42	0.42
Postage		39.26	39.26
Copies		94.05	94.05
<div data-bbox="386 1213 695 1396">RECEIVED AUG 02 2023 BY: _____</div>			

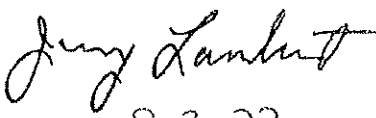
Total \$5,196.23**Payments/Credits** \$0.00**Balance Due** \$5,196.23

Governmental Management Services, LLC
1001 Bradford Way
Kingston, TN 37763

Invoice

Invoice #: 266
Invoice Date: 8/1/23
Due Date: 8/1/23
Case:
P.O. Number:

Bill To:
Amelia Concourse CDD
475 West Town Place
Suite 114
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Contract Administration - August 2023	1.320.572.340	1,166.67	1,166.67
Facility Management - August 2023	1.320.572.357	1,166.67	1,166.67
Janitorial - August 2023	1.320.572.460	770.00	770.00
Pool Maintenance - August 2023	1.320.572.453	1,433.33	1,433.33
<div><div>RECEIVED</div><div>AUG 03 2023</div><div>BY: _____</div><div> 8-3-23</div></div>			

Total	\$4,536.67
Payments/Credits	\$0.00
Balance Due	\$4,536.67

Grau and Associates

951 W. Yamato Road, Suite 280
Boca Raton, FL 33431-
www.graucpa.com

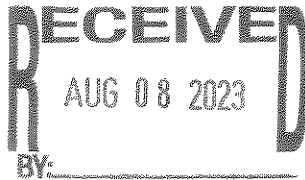
Phone: 561-994-9299

Fax: 561-994-5823

Amelia Concourse Community Development District
475 W. Town Place, Suite 114
St. Augustine, FL 32092

Invoice No. 24637
Date 08/07/2023

SERVICE	AMOUNT
Project: Arbitrage - Series 2007 FYE 6/30/2023 Arbitrage	\$ <u>600.00</u>
Subtotal:	<u>600.00</u>
Total	600.00
Current Amount Due	\$ <u>600.00</u>



0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
600.00	0.00	0.00	0.00	0.00	600.00

Payment due upon receipt.



Tallahassee, FL 32308
2498 Centerville Rd.

Invoice

Invoice #: 389592
Invoice Date: 08/01/2023
Completed: 08/01/2023
Terms: Due on Aging Date
Bid#:

Bill to:

Amelia Concourse CDD
475 W Town Place
Suite 114
Saint Augustine, FL 32092
[Click Here to Pay Online!](#)

475 W Town Place

HiTechFlorida.com

Description	Qty	Rate	Amount
11578 - Access Control System - Amelia Concourse CDD - 85200 Amaryllis Court, Fernandina Beach, FL			
Alarm.com Cloud Access Control	1.00	\$20.00	20.00
ADC-Access-Door-Addon	1.00	\$40.00	40.00
Service Plan	1.00	\$50.00	50.00
Sales Tax			0.00

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AUG 01 2023
BY: _____

Tech Resolution Note:

Thank you for choosing Hi-Tech!

To review or pay your account online, please visit our online bill payment portal at [Hi-Tech Customer Portal](#). You will need your customer number and billing zip code to create a new login.

Support@hitechflorida.com
Office: 850-385-7649

Total	\$110.00
Payments	\$0.00
Balance Due	\$110.00



Fernandina Office 904-225-9425
PO Box 1330
Yulee, FL 32041-1330
www.naderspestraiders.com

IS YOUR HOME PROTECTED FROM TERMITES?

Termites cause billions of dollars in damage every year rarely covered by homeowner's insurance and in our area, it's not if your home will encounter termites, but when. Protect your family and home 24/7/365 with Sentricon® with Always Active from Nader's, the #1 provider of Sentricon in the world. CALL TODAY! 855-MY-NADERS.

It's not just termite control. It's Nader's Pest Raiders termite control.

Customer Number: 1328696 Statement Date: 08/04/23 Payment Due Upon Receipt

Date	Invoice #	Description	Amount	Tax	Balance
Service Address: 85200 Amaryllis Ct, Fernandina Beach, FL 32034-9716					
06/08/23	52044832	Fire Ant Service	\$79.00	\$0.00	\$79.00
07/11/23	52462906	Fire Ant Service	\$79.00	\$0.00	\$79.00

RECEIVED
AUG 15 2023
BY: _____

Current: \$79.00

Past Due: \$79.00

Total Amount Due: \$158.00

Please Keep the Top Portion For Your Records Return Bottom Portion with Payment

GA22349F



PO Box 1330 • Yulee, FL 32041-1330

You can pay your bill online at www.naderspestraiders.com

*****AUTO**MIXED AADC 270

AMELIA CONOURSE AMENITIES CENTER 9
TONY SHIVER 1798
393 PALM COAST PKWY SW UNIT 4
PALM COAST FL 32137-4774

Please check Invoice(s) paid below.			
	Invoice #	Amount	
<input type="checkbox"/>	52044832	\$79.00	<input type="checkbox"/>
<input type="checkbox"/>	52462906	\$79.00	<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>
<input type="checkbox"/>			<input type="checkbox"/>

If you are paying by credit card, please see reverse side.

Please make checks payable and remit to:

NADER'S PEST RAIDERS
PO BOX 1330
YULEE FL 32041-1330



Statement Date: 08/04/23
Customer Number: 1328696

Balance Forward: \$79.00
Amount:

Amount Due: \$158.00
Check #



Nader's Pest Raiders
96014 Chester Rd
Yulee, FL 32097
904-225-9425

Service Inspection Report

ORDER #: 52874586

WORK DATE: 08/07/2023

Time In: 8/7/2023 2:53:41 PM
Time Out: 8/7/2023 3:10:50 PM
Customer Signature

Customer is unavailable to sign
Technician Signature

Joseph Emory
License #:

BILL-TO 1328696

Amelia Concourse Amenities Center
Tony Shiver
393 Palm Coast Pkwy SW
Ste 4
Palm Coast, FL 32137-4773
Email: dlaughlin@gmsnf.com

Phone: 904-940-9850
Alt. Phone: 904-537-9034

LOCATION 1328696

Amelia Concourse Amenities Center
Tony Shiver
85200 Amaryllis Ct
Fernandina Beach, FL 32034-9716
Email: cgraham@rmsnf.com;
dlaughlin@gmsnf.com

Phone: 904-537-9034
Alt. Phone: 904-537-9034

Purchase Order	Terms	Service Description	Quantity	Amount
None	DUE UPON RECEIPT	Fire Ant Service	1.00	
Approved Cheryl Graham, Date 8-4-23 Amenity & Operations Manager Governmental Management Services On behalf of Amelia Concourse CDD Acct. # 1-320-53800-45513				Subtotal 79.00
				Tax 0.00
				Total 79.00
				Prior Balance: 79.00
				Total Due: 158.00

GENERAL COMMENTS / INSTRUCTIONS

Access Code to Pool Area- 7946#

Performed a fire ant treatment around exterior perimeter of Amenities Center. You may see dead or dying pests following service. This is normal.

Thank you for choosing Naders Pest Raiders as your service provider. We truly appreciate your business.

Thanks, Joseph.

CUSTOMER INSTRUCTIONS & PRECAUTIONS

Contact Treated Areas - Do not allow unprotected persons, children, or pets to touch, enter, or replace items or bedding, to contact or enter treated area(s) until dry.

Ventilation/Re-Occupying - Vacate & keep area(s) closed up to 30 minutes after treatment, then ventilate area(s) for up to 2 hours before re-occupying.

Equipment/Processing/Food - Thoroughly wash dishes, utensils, food preparation/processing equipment & surfaces with an effective cleansing compound & rinse with clean water, if not removed or covered during a treatment. The area should be odor free before food products are placed in the area.

Exterior Applications (baits) - Do not allow grazing of feed, lawn, or sod clippings by livestock after bait applications.

Do not burn treated firewood for 1 month after treatment.

PRODUCTS APPLIED

Material	A.I. %	Finished Qty	Application Equipment	Application Rate	Time
EPA #	A.I. Concentration	Undiluted Qty	Application Method	Sq/Cu/L Ft	Lot #
Advion Fire Ant Bait 100-1481	0.0450% n/a	8.0000 Ounce	Spreader BROADCAST Uniform application to an entire area.		3:09:48 PM
Target Pests: Fire Ants Areas Applied: EXTERIOR -> Landscaped Areas;					
Niban G 64405-2	5.0000% n/a	16.0000 Ounce	Spreader BROADCAST Uniform application to an entire area.		3:09:35 PM

RECEIVED
AUG 07 2023



Nader's Pest Raiders
96014 Chester Rd
Yulee, FL 32097
904-225-9425

Service Inspection Report

ORDER #: 52874586

WORK DATE: 08/07/2023

PRODUCTS APPLIED

Material	A.I. %	Finished Qty	Application Equipment	Application Rate	Time
EPA #	A.I. Concentration	Undiluted Qty	Application Method	Sq/Cu/L Ft	Lot #

Target Pests: A) Nuisance ants, A) Roaches, A) Silverfish

Areas Applied: EXTERIOR -> Landscaped Areas;

INVOICE

Sitex Aquatics, LLC
PO Box 917
Parrish, FL 34219

office@sitexaquatics.com
+1 (813) 564-2322

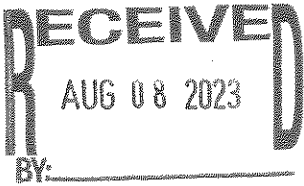


Amelia Concourse CDD

Bill to
Amelia Concourse CDD
Tony Shiver
352 Period St.
St. Johns, FL 32259

Invoice details
Invoice no.: 7589
Terms: Net 30
Invoice date: 04/01/2023
Due date: 05/01/2023

Product or service		Amount
1. LM-Amelia Concourse	1 unit x \$368.00	\$368.00
Monthly Lake Maintenance-4 Ponds-April		
Total		\$368.00
Overdue		05/01/2023



INVOICE

Sitex Aquatics, LLC
PO Box 917
Parrish, FL 34219

office@sitexaquatics.com
+1 (813) 564-2322

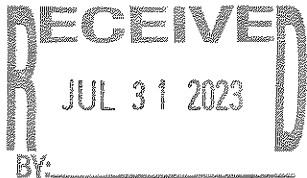


Amelia Concourse CDD

Bill to
Amelia Concourse CDD
Tony Shiver
352 Period St.
St. Johns, FL 32259

Ship to
Amelia Concourse CDD
Tony Shiver
352 Period St.
St. Johns, FL 32259

Invoice details
Invoice no.: 7680B
Terms: Net 30
Invoice date: 08/01/2023
Due date: 08/31/2023



Product or service		Amount
1. LM-Amelia Concourse	1 unit x \$368.00	\$368.00
Monthly Lake Maintenance-4 Ponds-August		
Total		\$368.00



Corporate Trust Services
EP-MN-VN3L
60 Livingston Ave.
St. Paul, MN 55107

"Copy of Previously Printed Invoice" Invoice Number:

6905463

Invoice Date:
Direct Inquiries To:
Phone:

04/25/2023
SCOTT SCHUHLE
954-938-2476

AMELIA CONCOURSE CDD
ATTN DISTRICT MANAGER
475 WEST TOWN PLACE SUITE 114
WORLD GOLF VILLAGE
ST AUGUSTINE FL 32092

AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT
CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2019A
SERIES 2019B-1 (TAX-EXEMPT) AND SERIES 2019B-2 (TAXABLE)

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

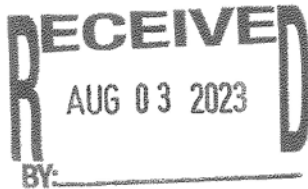
STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE

\$7,003.75

All invoices are due upon receipt.



Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

AMELIA CONCOURSE COMMUNITY DEVELOPMENT
DISTRICT
CAPITAL IMPROVEMENT REVENUE BONDS, SERIES
2019A
SERIES 2019B-1 (TAX-EXEMPT) AND SERIES 2019B-2
(TAXABLE)

Invoice Number:	6905463
Current Due:	\$7,003.75
Direct Inquiries To:	SCOTT SCHUHLE
Phone:	954-938-2476

Please mail payments to:
U.S. Bank
CM-9690
PO BOX 70870
St. Paul, MN 55170-9690



Corporate Trust Services
EP-MN-WN3L
60 Livingston Ave.
St. Paul, MN 55102

"Copy of Previously Printed Invoice"

AMELIA CONCOURSE COMMUNITY DEVELOPMENT
DISTRICT
CAPITAL IMPROVEMENT REVENUE BONDS, SERIES
2019A
SERIES 2019B-1 (TAX-EXEMPT) AND SERIES 2019B-2
(TAXABLE)

Invoice Number: 6905463
Invoice Date: 04/25/2023
Direct Inquiries To: SCOTT SCHUHLE
Phone: 954-938-2476

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	3,750.00	100.00%	\$3,750.00
04200 Trustee	1.00	2,750.00	100.00%	\$2,750.00
Subtotal Administration Fees - In Advance 04/01/2023 - 03/31/2024				\$6,500.00
Incidental Expenses 04/01/2023 to 03/31/2024	6,500.00	0.0775		\$503.75
Subtotal Incidental Expenses				\$503.75
TOTAL AMOUNT DUE				\$7,003.75



Corporate Trust Services
EP-MN-WN3L
60 Livingston Ave.
St. Paul, MN 55107

Invoice Number: 7000664
Invoice Date: 07/25/2023
Direct Inquiries To: SCOTT SCHUHLE
Phone: 954-938-2476

AMELIA CONCOURSE CDD
ATTN DISTRICT MANAGER
475 WEST TOWN PLACE SUITE 114
WORLD GOLF VILLAGE
ST AUGUSTINE FL 32092

AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT CAPITAL IMPROVEMENT REVENUE
BONDS,
SERIES 2016 (PHASE II PROJECT)

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

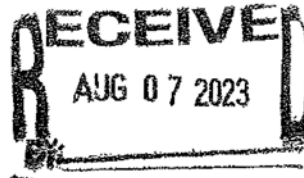
STATEMENT SUMMARY

PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.

TOTAL AMOUNT DUE

\$4,040.63

All invoices are due upon receipt.



Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

AMELIA CONCOURSE COMMUNITY DEVELOPMENT
DISTRICT CAPITAL IMPROVEMENT REVENUE BONDS,
SERIES 2016 (PHASE II PROJECT)

Invoice Number:	7000664
Current Due:	\$4,040.63
Direct Inquiries To:	SCOTT SCHUHLE
Phone:	954-938-2476

Please mail payments to:
U.S. Bank
CM-9690
PO BOX 70870
St. Paul, MN 55170-9690





Corporate Trust Services
EP-MN-WN3L
60 Livingston Ave.
St. Paul, MN 55107

3/3

Invoice Number: 7000664
Invoice Date: 07/25/2023

AMELIA CONCOURSE COMMUNITY DEVELOPMENT
DISTRICT CAPITAL IMPROVEMENT REVENUE BONDS,
SERIES 2016 (PHASE II PROJECT)

Direct Inquiries To: SCOTT SCHUHLE
Phone: 954-938-2476

CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	3,750.00	100.00%	\$3,750.00
Subtotal Administration Fees - In Advance 07/01/2023 - 06/30/2024				\$3,750.00
Incidental Expenses 07/01/2023 to 06/30/2024	3,750.00	0.0775		\$290.63
Subtotal Incidental Expenses				\$290.63
TOTAL AMOUNT DUE				\$4,040.63



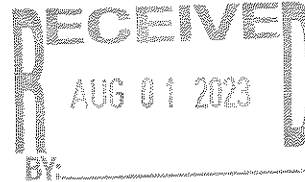


Civil Engineering
Land Surveying & Mapping
Permitting
ADA Consulting

Invoice

Date	Invoice #
8/1/23	3348 A

Bill To	
Governmental Management Services Daniel Laughlin Amelia Concourse CDD - District Manager 475 West Town Place, Suite 114 St. Augustine, FL 32092	
P.O. No	



Yuro & Assoc. - Job No.
Y20-910

Item	Date	Description	Hours	Rate	Amount
		June Engineering Efforts			
Amelia Conc...	6/7/23	coordinate with staff regarding easement staking & resident letter	1	135.00	135.00
Amelia Conc...	6/8/23	set up and stake out easement line at 85456 Amaryllis Ct	4	135.00	540.00
Amelia Conc...	6/19/23	requisition #38	0.5	135.00	67.50
Amelia Conc...	6/20/23	Pond exhibit for manager	0.5	135.00	67.50
		July Engineering Efforts			
Amelia Conc...	7/6/23	agenda conference call & research plat for AFTT building easement	2.5	135.00	337.50
Amelia Conc...	7/7/23	review pictures of sink hole & offer opinion on cause	0.5	135.00	67.50
Amelia Conc...	7/11/23	CDD meeting	4.5	135.00	607.50
Total					\$1,822.50

\$810.00



Civil Engineering
Land Surveying & Mapping
Permitting
ADA Consulting

Invoice

Date	Invoice #
8/1/23	3348 B

Bill To
Governmental Management Services Daniel Laughlin Amelia Concourse CDD - District Manager 475 West Town Place, Suite 114 St. Augustine, FL 32092
P.O. No

RECEIVED
AUG 01 2023
BY: _____

Yuro & Assoc. - Job No.
Y20-910

Item	Date	Description	Hours	Rate	Amount
June Engineering Efforts					
Amelia Conc...	6/7/23	coordinate with staff regarding easement staking & resident letter	1	135.00	135.00
Amelia Conc...	6/8/23	set up and stake out easement line at 95456 Amaryllis Ct	4	135.00	540.00
Amelia Conc...	6/19/23	requisition #38	0.5	135.00	67.50
Amelia Conc...	6/20/23	Post exhibit for manager	0.5	135.00	67.50
July Engineering Efforts					
Amelia Conc...	7/6/23	agenda conference call & research plat for ATT building easement	2.5	135.00	337.50
Amelia Conc...	7/7/23	review pictures of sink hole & offer opinion on cause	0.5	135.00	67.50
Amelia Conc...	7/11/23	CDD meeting	4.5	135.00	607.50

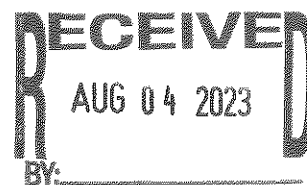
Total ~~\$1,822.50~~

\$1,012.50

152 Lipizzan Trail
Saint Augustine, FL 32095
clayton@cbussenterprises.com
www.cbussenterprises.com



Invoice 936



BILL TO	SHIP TO
Amelia Concourse CDD	Amelia Concourse CDD
85200 Amaryllis Court	85200 Amaryllis Court
Fernandina Beach, FL 32034	Fernandina Beach, FL 32034

DATE
08/04/2023

PLEASE PAY
\$1,300.00

DUE DATE
09/01/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
08/01/2023	POOL SERVICE	AUGUST POOL SERVICE	1	1,300.00	1,300.00

TOTAL DUE

\$1,300.00

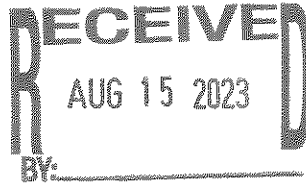
THANK YOU.

Approved
Cheryl Graham, Operations Manager
Riverside Management Services
On behalf of Amelia Concourse CDD
Date: 8-4-23
Acct. # 1-320-57200-45300

FIRST COAST CONTRACT MAINTENANCE
SERVICES, LLC
352 PERDIDO ST
Saint Johns, FL 32259 US
(904) 537-9034
lauren@firstcoastcms.com
www.firstcoastcms.com



BILL TO
Amelia Concourse
c/o GMS, LLC
Attn - Daniel Laughlin
475 W. Town Place - Suite 114
St. Augustine, FL 32092



INVOICE 7625

DATE 05/01/2023 TERMS Net 60

DUE DATE 06/30/2023

P.O. NUMBER
Reimbursables

MONTH OF SERVICE
April 2023

DATE	ACTIVITY	QTY	RATE	AMOUNT
04/05/2023	Amzn - hydraulic valve			131.26
04/05/2023	Amzn - pool filter			288.00
04/05/2023	Amzn - pressure valve for pool			109.04
04/06/2023	Hawkins invoice #6438836			404.12
04/09/2023	CES - flow switch for pool			193.83
04/14/2023	Amzn - stenner pump			466.44
04/14/2023	Amzn - stenner pump line strainer			26.40
04/19/2023	Hawkins invoice #6449428			350.40
04/23/2023	Amzn - DE for pool filters			172.44
	Purchasing Fee	2,141.93	0.03	64.26
	3% purchase fee			
	Late fee			33.09
	1.5% - Applied on Jul 31, 2023			

TOTAL DUE

\$2,239.28



Details for Order #113-8825769-6121839

Order Placed: April 4, 2023

PO number : Amelia

Amazon.com order number: 113-8825769-6121839

Order Total: \$131.26

Not Yet Shipped	
Items Ordered	Price
2 of: Toro 250 Valve NPT Female Hydraulic Valve with Flow Control, 1"	\$61.62
Sold by: SprinklerSupplyStore (seller profile)	
Condition: New Warehouse Direct Item. Fast and FREE SHIPPING OVER \$34.	
Shipping Address: First Coast CMS, LLC 352 PERDIDO ST SAINT JOHNS, FL 32259-8756 United States	Item(s) Subtotal: \$123.24 Shipping & Handling: \$0.00 ----- Total before tax: \$123.24 Sales Tax: \$8.02 -----
Shipping Speed: Standard Shipping	Total for This Shipment: \$131.26 -----

Payment information	
Payment Method: American Express Last digits: 1009	Item(s) Subtotal: \$123.24 Shipping & Handling: \$0.00 -----
Billing address Tony Shiver 352 Perdido Street Saint Johns, Florida 32259 United States	Total before tax: \$123.24 Estimated Tax: \$8.02 ----- Grand Total: \$131.26

To view the status of your order, return to [Order Summary](#).

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Details for Order #113-6002702-1786659

Order Placed: April 4, 2023

PO number : Amelia

Amazon.com order number: 113-6002702-1786659

Order Total: \$288.00

Not Yet Shipped	
Items Ordered	Price
1 of: <i>Sta-Rite 27002-0200S System 2 Plm200 Replacement Cartridge Filter 200 Square Feet</i>	\$270.42
Sold by: BackyardPoolSuperstore (seller profile)	
Business Price	
Condition: New	
Shipping Address: First Coast CMS, LLC 352 PERDIDO ST SAINT JOHNS, FL 32259-8756 United States	Item(s) Subtotal: \$270.42 Shipping & Handling: \$0.00 ----- Total before tax: \$270.42 Sales Tax: \$17.58 ----- Total for This Shipment: \$288.00 -----
Shipping Speed: Standard Shipping	

Payment information	
Payment Method: American Express Last digits: 1009	Item(s) Subtotal: \$270.42 Shipping & Handling: \$0.00 ----- Total before tax: \$270.42 Estimated Tax: \$17.58 ----- Grand Total: \$288.00
Billing address Tony Shiver 352 Perdido Street Saint Johns, Florida 32259 United States	

To view the status of your order, return to [Order Summary](#) .

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Details for Order #113-3979435-2021804

Order Placed: April 4, 2023

PO number : Amelia

Amazon.com order number: 113-3979435-2021804

Order Total: \$109.04

Not Yet Shipped	
Items Ordered	Price
2 of: Robert Manufacturing - 107-2211-N 107 Series Bobby Brass Valve Reservoir Assembly, 1/4" Compression Nut Inlet x Free Flow Outlet, 0.052" Orifice, 125 psi Pressure Sold by: Amazon.com Condition: New	\$51.19
Shipping Address: First Coast CMS, LLC 352 PERDIDO ST SAINT JOHNS, FL 32259-8756 United States	Item(s) Subtotal: \$102.38 Shipping & Handling: \$0.00 ----- Total before tax: \$102.38 Sales Tax: \$6.66 -----
Shipping Speed: FREE Prime Delivery	Total for This Shipment: \$109.04 -----

Payment information	
Payment Method: American Express Last digits: 1009	Item(s) Subtotal: \$102.38 Shipping & Handling: \$0.00 -----
Billing address Tony Shiver 352 Perdido Street Saint Johns, Florida 32259 United States	Total before tax: \$102.38 Estimated Tax: \$6.66 ----- Grand Total: \$109.04

To view the status of your order, return to [Order Summary](#) .

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Original



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice	\$404.12
Invoice Number	6438836
Invoice Date	4/3/23
Sales Order Number/Type	4202659 SO
Branch Plant	74
Shipment Number	4952685

Sold To: 485717
ACCOUNTS PAYABLE
FIRST COAST CMS
3434 Colwell Ave
Suite 200
Tampa FL 33614

Ship To: 295171
FIRST COAST CMS AMELIA CONCOURS
85164 Amaryllis Ct
Fernandina Beach FL 32097

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#			P.O. Release		Sales Agent #
4/3/23	Credit Card	PPD Origin	HAWKINS SOUTHEAST FLEET						382
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	42756	Filter Media	N	2.0000	BG	\$26.8600	BG	24.0 LB	\$53.72
		12 LB BG 1.6 cft Cela/Perlite		2.0000	BG			26.0 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00
2.000	41930	Azone - EPA Reg. No. 7870-1	N	120.0000	GA	\$2.8200	GA	1,160.4 LB	\$338.40
		1 LB BLK (Mini-Bulk)		120.0000	GA			1,260.4 GW	

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Please contact our Accounts Receivable Department via email at Credit.Dept@HawkinsInc.com
or call 612-331-6910 to get it setup on your account.

Page 1 of 1

Tax Rate
0 %

Sales Tax
\$0.00

Invoice Total

\$404.12

No Discounts on Freight or Containers

IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Containers are to be paid for in full, as invoiced, and full refund will be made promptly, provided containers are returned to original point of shipment. Return freight charges to be prepaid. The containers returned must be the same originally shipped, and show no evidence of abuse, or use for purposes other than the storage of original containers. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose. The "Sold To" party above is the guarantor for purposes of fertilizer laws and regulations.

NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

This contractor and subcontractor shall abide by the requirements of 41 CFR §§60-1.4(a), 60-380.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

www.hawkinsinc.com

Please
Remit To: **Hawkins, Inc.**
P.O. Box 860263
Minneapolis, MN 55486-0263

Job# 3171059



AL

INVOICEFirst Coast CMS
Rotary Flow Switch

Invoice # 197184
Date 04/05/23
Billing Terms Credit Card
Date Due 04/05/23
Order # 228861
Ordered By Tony Shiver
Customer PO # Email Approved

Bill To

First Coast CMS
352 Perdido St
Saint Johns, FL 32259

Ship To

First Coast CMS
Tony Shiver
352 Perdido St
Saint Johns, FL 32259

Invoice Items

Line Item Code	Description	Qty	Unit Price	Total
CK 2100419	BECSys Rotary Flow Switch w/ Direction Detection Technology	1	165.54	165.54

Additional Information

Freight is Estimated

FedEx Ground
Tracking Number: 396645851098

Subtotal	165.54
Adjustment	0.00
Total	165.54
Shipping	17.53
Tax	10.76
Grand Total	193.83
Balance	0.00

Receipts

4/6/2023 Visa ...6026 (11/26) 034840 193.83

Please remit payment to:

Commercial Energy Specialists, LLC
PO Box 71175
Charlotte, NC 28272-1175

Email all remittances to AR@ceswaterquality.com
If you wish to pay via Wire/ACH please call 561-354-2707.
***** Please Note Our New Remittance Address *****





Details for Order #113-1302430-0248245

Order Placed: April 13, 2023

PO number : Amelia

Amazon.com order number: 113-1302430-0248245

Order Total: **\$466.44**

Not Yet Shipped	
Items Ordered	Price
1 of: <i>Stenner Pump Adjustable - Rated at 2.5 to 50.0 gpd adjustable head. Rated at 25 psi.</i>	\$419.98
Sold by: ChemWorld (seller profile) Product question? (Ask Seller)	
Condition: New	
Shipping Address: First Coast CMS, LLC 352 PERDIDO ST SAINT JOHNS, FL 32259-8756 United States	Item(s) Subtotal: \$419.98 Shipping & Handling: \$19.16 ----- Total before tax: \$439.14 Sales Tax: \$27.30 -----
Shipping Speed: Two-Day Shipping	Total for This Shipment: \$466.44 -----

Payment information	
Payment Method: American Express Last digits: 1009	Item(s) Subtotal: \$419.98 Shipping & Handling: \$19.16 -----
Billing address Tony Shiver 352 Perdido Street Saint Johns, Florida 32259 United States	Total before tax: \$439.14 Estimated Tax: \$27.30 ----- Grand Total: \$466.44

To view the status of your order, return to [Order Summary](#) .

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Details for Order #113-4765277-2296252

Order Placed: April 13, 2023

PO number : Amelia

Amazon.com order number: 113-4765277-2296252

Order Total: \$26.40

Not Yet Shipped	
Items Ordered	Price
1 of: <i>Stenner ST114 Suction Line Strainer 1/4 in. with Ceramic Weight</i> Sold by: Recreation Supply Company (seller profile) Condition: New	\$24.79
Shipping Address: First Coast CMS, LLC 352 PERDIDO ST SAINT JOHNS, FL 32259-8756 United States	Item(s) Subtotal: \$24.79 Shipping & Handling: \$0.00 ----- Total before tax: \$24.79 Sales Tax: \$1.61 -----
Shipping Speed: Standard Shipping	Total for This Shipment: \$26.40 -----

Payment information	
Payment Method: American Express Last digits: 1009	Item(s) Subtotal: \$24.79 Shipping & Handling: \$0.00 -----
Billing address Tony Shiver 352 Perdido Street Saint Johns, Florida 32259 United States	Total before tax: \$24.79 Estimated Tax: \$1.61 ----- Grand Total: \$26.40

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Original



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice	\$350.40
Invoice Number	6449428
Invoice Date	4/17/23
Sales Order Number/Type	4215046 SO
Branch Plant	74
Shipment Number	4968534

Sold To: 485717
ACCOUNTS PAYABLE
FIRST COAST CMS
3434 Colwell Ave
Suite 200
Tampa FL 33614

Ship To: 295171
FIRST COAST CMS AMELIA CONCOURS
85164 Amaryllis Ct
Fernandina Beach FL 32097

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#	P.O. Release	Sales Agent #			
4/17/23	Credit Card	PPD Origin	HAWKINS SOUTHEAST FLEET			382			
Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	120.0000	GA	\$2.8200	GA	1,160.4 LB	\$338.40
		1 LB BLK (Mini-Bulk)		120.0000	GA			1,260.4 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00

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or call 612-331-6910 to get it setup on your account.

Page 1 of 1

Tax Rate
0 %

Sales Tax
\$0.00

Invoice Total

\$350.40

No Discounts on Freight or Containers

IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Containers are to be paid for in full, as invoiced, and full refund will be made promptly, provided containers are returned to original point of shipment. Return freight charges to be prepaid. The containers returned must be the same originally shipped, and show no evidence of abuse, or use for purposes other than the storage of original containers. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose. The "Sold To" party above is the guarantor for purposes of fertilizer laws and regulations.

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www.hawkinsinc.com

Job# 3213751

Please
Remit To: **Hawkins, Inc.**
P.O. Box 860263
Minneapolis, MN 55486-0263



Details for Order #113-9320887-1609825

Order Placed: April 23, 2023
PO number : Amelia Concourse
Amazon.com order number: 113-9320887-1609825
Order Total: \$172.44

Not Yet Shipped	
Items Ordered	Price
3 of: <i>Perlite AquaPerf-12 4212 Filter Powder D.E. Alternative for Swimming Pools, 12-Pou, White (Package May Vary)</i>	\$53.97
Sold by: Amazon (seller profile)	
Business Price	
Condition: New	
Shipping Address:	
First Coast CMS, LLC	Item(s) Subtotal: \$161.91
352 PERDIDO ST	Shipping & Handling: \$0.00
SAINT JOHNS, FL 32259-8756	-----
United States	Total before tax: \$161.91
	Sales Tax: \$10.53

Shipping Speed:	
FREE Prime Delivery	Total for This Shipment: \$172.44

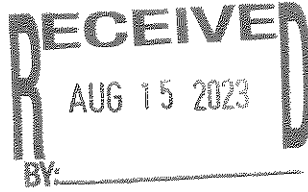
Payment information	
Payment Method:	Item(s) Subtotal: \$161.91
American Express Last digits: 1009	Shipping & Handling: \$0.00

Billing address	Total before tax: \$161.91
Tony Shiver	Estimated Tax: \$10.53
352 Perdido Street	-----
Saint Johns, Florida 32259	
United States	Grand Total: \$172.44

To view the status of your order, return to [Order Summary](#) .

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FIRST COAST CONTRACT MAINTENANCE
SERVICES, LLC
352 PERDIDO ST
Saint Johns, FL 32259 US
(904) 537-9034
lauren@firstcoastcms.com
www.firstcoastcms.com



BILL TO
Amelia Concourse
c/o GMS, LLC
Attn - Daniel Laughlin
475 W. Town Place - Suite 114
St. Augustine, FL 32092

INVOICE 7906

DATE 08/06/2023 TERMS Net 60

DUE DATE 10/05/2023

P.O. NUMBER
Reimbursables

MONTH OF SERVICE
August 2023 : 1

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Purchasing Fee 3% purchase fee	237.60	0.03	7.13
08/10/2023	Hawkins invoice #6546043			237.60

TOTAL DUE

\$244.73

Original



Hawkins, Inc.
2381 Rosegate
Roseville, MN 55113
Phone: (612) 331-6910

INVOICE

Total Invoice	\$237.60
Invoice Number	6546043
Invoice Date	8/7/23
Sales Order Number/Type	4321918 SO
Branch Plant	74
Shipment Number	5110145

Sold To: 485717
ACCOUNTS PAYABLE
FIRST COAST CMS
3434 Colwell Ave
Suite 200
Tampa FL 33614-8390

Ship To: 295171
FIRST COAST CMS AMELIA CONCOURS
85164 Amaryllis Ct
Fernandina Beach FL 32034-9715

Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#	P.O. Release	Sales Agent #
8/7/23	Credit Card	PPD Origin	HAWKINS SOUTHEAST FLEET			382

Line #	Item Number	Item Name/ Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	80.0000	GA	\$2.8200	GA	773.6 LB	\$225.60
		1 LB BLK (Mini-Bulk)		80.0000	GA			773.6 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00

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or call 612-331-6910 to get it setup on your account.

Page 1 of 1

Tax Rate Sales Tax
0 % \$0.00

Invoice Total

\$237.60

No Discounts on Freight
IMPORTANT: All products are sold without warranty of any kind and purchasers will, by their own tests, determine suitability of such products for their own use. Seller warrants that all goods covered by this invoice were produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended. Seller specifically disclaims and excludes any warranty of merchantability and any warranty of fitness for a particular purpose.
NO CLAIMS FOR LOSS, DAMAGE OR LEAKAGE ALLOWED AFTER DELIVERY IS MADE IN GOOD CONDITION.

CHECK REMITTANCE:
Hawkins, Inc.
P.O. Box 860263
Minneapolis, MN 55486-0263

WIRING CONTACT INFORMATION:
Email: Credit.Dept@HawkinsInc.com

Phone Number: (612) 617-8581
Fax Number: (612) 225-6702

FINANCIAL INSTITUTION:
US Bank
800 Nicollet Mall
Minneapolis, MN 55402

Account Name: Hawkins, Inc.
Account #: 180126759469
ABA/Routing #: 091000022
Swift Code#: USBKUS44MT
Type of Account: Corporate Checking

ACH PAYMENTS:
CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.
For other than CTX, the remit to information may be emailed to Credit.Dept@HawkinsInc.com

CASH IN ADVANCE/EFT PAYMENTS:
Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR 550-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

www.hawkinsinc.com

13-000-0000



KILINSKI | VAN WYK

Kilinski | Van Wyk, PLLC

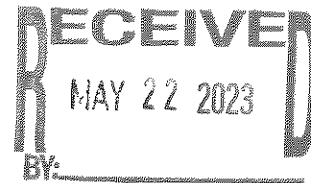
P.O. Box 6386
Tallahassee, Florida 32314
United States

Amelia Concourse CDD
475 West Town Place Suite 114
St. Augustine, Florida 32092

ACCDD-01

INVOICE

Invoice # 6596
Date: 05/15/2023
Due On: 06/14/2023



Amelia Concourse CDD - General

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	LG	04/03/2023	Receive and review multiple responses from resident regarding request for pond bank repairs; update file.	0.40	\$295.00	\$118.00
Service	JK	04/04/2023	Confer with Gentry re: emergency motion; review correspondence on pond bank repair response and confer with team on options for same; review prior Dreamfinders demand and confer with staff on same	0.40	\$305.00	\$122.00
Service	LG	04/04/2023	Confer with District Manager regarding pond bank repairs.	0.20	\$295.00	\$59.00
Service	LG	04/17/2023	Advise regarding use of bond funds; research indenture requirements regarding same.	0.60	\$295.00	\$177.00
Service	LG	04/18/2023	Confer with Kilinski regarding bond proceed uses.	0.30	\$295.00	\$88.50
Service	MG	04/18/2023	Prepare budget approval resolutions	0.40	\$170.00	\$68.00
Service	LG	04/21/2023	Confer with Laughlin regarding bond proceeds.	0.20	\$295.00	\$59.00
Service	RVW	04/30/2023	Research legislative bills impacting special districts.	0.20	\$365.00	\$73.00
Total						\$764.50

Detailed Statement of Account**Other Invoices**

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
6282	05/11/2023	\$3,203.53	\$0.00	\$3,203.53

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
6596	06/14/2023	\$764.50	\$0.00	\$764.50
Outstanding Balance				\$3,968.03
Total Amount Outstanding				\$3,968.03

Please make all amounts payable to: Kilinski | Van Wyk, PLLC

Please pay within 30 days.



KILINSKI | VAN WYK

Kilinski | Van Wyk, PLLC

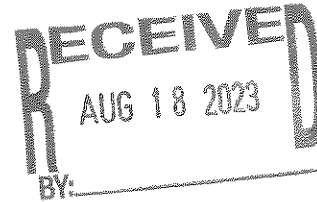
P.O. Box 6386
Tallahassee, Florida 32314
United States

Amelia Concourse CDD
475 West Town Place Suite 114
St. Augustine, Florida 32092

ACCDD-01

INVOICE

Invoice # 7113
Date: 08/18/2023
Due On: 09/17/2023



Amelia Concourse CDD - General

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	LG	07/03/2023	Research legislative changes and impact on District procedures.	0.20	\$305.00	\$61.00
Service	LG	07/06/2023	Attend agenda conference call; follow up on status of open items.	0.80	\$305.00	\$244.00
Service	LG	07/08/2023	Research AT&T building; prepare demand letter to Parry Pools.	1.10	\$305.00	\$335.50
Service	JK	07/10/2023	Begin review of historical documentation for status of utility building; confer with Gentry re: same	0.30	\$305.00	\$91.50
Service	LG	07/10/2023	Receive field operations proposals and forward for agenda package; review budget and assessment resolutions and transmit for agenda package.	0.20	\$305.00	\$61.00
Service	LG	07/11/2023	Respond to public records requests for field operations proposals.	0.30	\$305.00	\$91.50
Service	LG	07/17/2023	Review documentation regarding pool defect and finalize demand letter regarding same; review status of amenity proposals, demand letter, AT&T building, and easement injunctions.	1.20	\$305.00	\$366.00
Service	CR	07/17/2023	Review and analyze proposals, reports, and various documents in preparation of upcoming meeting; review and analyze proposals for prospective district management services in preparation of	1.70	\$260.00	\$442.00

meeting.						
Service	JK	07/17/2023	Review the agenda package and conference call with Laughlin on meeting agenda; review amenity proposals; confer with staff on same; review property ownership; confer re: status of acquisitions and pond bank status	1.10	\$305.00	\$335.50
Service	GK	07/17/2023	Review Respondents' Response to Motion for Costs.	0.20	\$280.00	\$56.00
Service	JK	07/18/2023	Prepare for and attend Board meeting; follow up	6.10	\$305.00	\$1,860.50
Expense	AL	07/18/2023	Mileage: Travel JK	150.00	\$0.655	\$98.25
Expense	AL	07/18/2023	Meals: Travel JK	1.00	\$12.58	\$12.58
Service	LG	07/22/2023	Review response to Parry Pools demand letter and calendar follow-up date.	0.30	\$305.00	\$91.50
Service	CR	07/24/2023	Research update to meeting notice language.	0.40	\$260.00	\$104.00
Service	CR	07/25/2023	Drafting of amenity management agreement for GMS, drafting of Brightview storm clean-up proposal, and drafting of security contract.	1.70	\$260.00	\$442.00
Service	LG	07/27/2023	Provide update regarding Envera agreement; advise regarding communication to residents regarding vandalism; provide sample updated disciplinary rule.	1.10	\$305.00	\$335.50
Service	LG	07/28/2023	Review and revise agreement with GMS for facility/field management services.	0.70	\$305.00	\$213.50
Service	LG	07/31/2023	Negotiate Envera agreement.	0.50	\$305.00	\$152.50
Non-billable entries						
Service	CR	07/13/2023	Review and analyze underlying proposals, legal documents, reports, and various other matters in preparation of upcoming Community Development District meeting and for handling of the same.	0.80	\$260.00	\$208.00
Service	CR	07/18/2023	Prepare and attend board meeting.	6.50	\$260.00	\$1,690.00
Expense	AL	07/18/2023	Mileage: Mileage CR	245.50	\$0.625	\$134.69
Expense	AL	07/18/2023	Meals: Meal-CR	1.00	\$2.14	\$2.14
Service	CR	07/26/2023	Further drafting of amenity management agreement, addendum for landscaping	1.10	\$260.00	\$286.00

			services, and security agreement.			
Service	CR	07/27/2023	Draft, revise, and finalize amenity management agreement in accordance with handling of the same.	0.00	\$260.00	\$234.00
Service	CR	07/28/2023	Additional drafting of amenity management agreement for further handling and execution.	0.20	\$260.00	\$52.00
				Total		\$5,394.33

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
6596	06/14/2023	\$764.50	\$0.00	\$764.50

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
7113	09/17/2023	\$5,394.33	\$0.00	\$5,394.33
Outstanding Balance				\$6,158.83
Total Amount Outstanding				\$6,158.83

Please make all amounts payable to: Kilinski | Van Wyk, PLLC

Please pay within 30 days.



P.O. BOX 580210
CHARLOTTE, NC 28258-0210
904-849-5122

Invoice

Date	Invoice #
08/15/2023	3732546

Bill To:

C/O GMS INC AMELIA CONCOURSE CDD
85128 AMARYLLIS CT
FERNANDINA BEACH FL 32034

Location:

C/O GMS IN AMELIA CONCOURSE CDD
85200 AMARYLLIS CT
FERNANDINA BEACH FL 32034

DATE PAID _____

CHECK NO. _____

AMOUNT _____

Due Date 08/30/2023**Account No.** 30-1201917 7**Service Dates** 09/01/23-09/30/23

For proper credit please return top portion.

DATE	DESCRIPTION	QTY	TOTAL
08/15/23	95GL TRASH SERVICE # P/U: 1	1.00	29.15
08/15/23	95GL TRASH SERVICE # P/U: 1	1.00	27.50
<div>RECEIVED AUG 15 2023 BY: _____</div> <p>Your next invoice may reflect a change in rates. Online bill pay is available 24/7 visit www.MeridianWaste.com your access code is: 0640464</p>			
Total Invoice			56.65

AGE	CURRENT	30 DAYS	60 DAYS	90 DAYS	Please Pay
AMOUNT	56.65	0.00	0.00	0.00	\$56.65



Please pay from this invoice. This includes your remittance portion.