

Amelia Concourse
Community Development District

November 14, 2023

AGENDA

**Amelia Concourse
Community Development District**

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

November 7, 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, November 14, 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 – Consideration of Requisitions 40 and 41
 - B. Landscape Report
- IV. Approval of Minutes of the September 19, 2023 Meeting
- V. Consideration of Resolution 2024-01, Amending the Fiscal Year 2023 General Fund Budget
- VI. Public Hearing for the Purpose of Adopting Disciplinary Rules, Rates, Charges and Fees; Resolution 2024-02
- VII. Consideration of Proposals for Architectural Services for Amenity Improvements
- VIII. Discussion of AT&T Building
- IX. Staff Reports (2)
 - A. District Counsel
 - B. District Manager
 - C. Field Operations Manager – Report

- X. Financial Reports
 - A. Financial Statements as of September 30, 2023
 - B. Approval of Check Register
- XI. Supervisors' Requests and Audience Comments
- XII. Next Scheduled Meeting – January 16, 2024 at 11:00 a.m. at the Amelia Concourse Amenity Center
- XIII. Adjournment

THIRD ORDER OF BUSINESS

A.

REQUISITION

\$ 1,920,000.00

**AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT
(NASSAU COUTNY, FLORIDA)
CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2019B-1(TAX-EXEMPT)**

The undersigned, an Authorized Officer of Amelia Concourse Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture, dated as of July 1, 2007 (the "Master Indenture"), as supplemented by the Fourth Supplemental Trust Indenture, dated as of March 1, 2019 (the Master Indenture as supplemented is heinafter referred to as the "Indenture") each by and between the District and US Bank National Association, as trustee (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

- (A) Requisition Number: 40
- (B) Name of Payee: Kilinski | Van Wyk, PLLC
- (C) Amount Payable: \$ 1,006.50
- (D) (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments and attach copies of relevant invoices as Exhibit A):

See attached invoice #7327 for details.
- (E) Fund or Account from which disbursement to be made:

Series 2019B-1 Acquisition and Construction Account

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2019B-1 Acquisition and Construction Account, referenced above, and that each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Phase III Project and each disbursement represents a Cost of the Phase III Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

Dated: September 27, 2023

**AMELIA CONCOURSE COMMUNITY
DEVELOPMENT DISTRICT**

BY:


Authorized Officer

CONSULTING ENGINEER'S APPROVAL

The undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Phase III Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Phase III Project with respect to which such disbursement is being made; and (iii) the Amelia Concourse Subdivision Phase III Engineers Report, dated January 7, 2019, prepared by McCranie & Associates, Inc., as such report shall have been amended or modified on the date hereof.



Consulting Engineer
Michael J. Yuro, PE
District Engineer



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-104

Phase III Construction

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	LG	08/29/2023	Analyze terms of trust indentures applicable to disposition of excess funds from Series 2019 Bonds.	2.20	\$305.00	\$671.00
Service	JK	08/31/2023	Confer re: indenture options and research previous history on same	0.50	\$305.00	\$152.50
Service	LG	08/31/2023	Advise regarding disbursement of remaining bond funds.	0.60	\$305.00	\$183.00
Non-billable entries						
Service	AH	08/25/2023	Prepare recording of construction easement agreement.	0.20	\$170.00	\$34.00
Quantity Subtotal						3.5

Time Keeper	Quantity	Rate	Total
Lauren Gentry	2.8	\$305.00	\$854.00
Jennifer Kilinski	0.5	\$305.00	\$152.50
Quantity Total			3.5
Total			\$1,006.50

INVOICE

Invoice # 7327
Date: 09/20/2023
Due On: 10/20/2023

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
6597	06/14/2023	\$61.00	\$0.00	\$61.00

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
7327	10/20/2023	\$1,006.50	\$0.00	\$1,006.50

Outstanding Balance	\$1,067.50
Total Amount Outstanding	\$1,067.50

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

Please pay within 30 days.

REQUISITION

\$ 1,920,000.00

**AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT
(NASSAU COUTNY, FLORIDA)
CAPITAL IMPROVEMENT REVENUE BONDS, SERIES 2019B-1(TAX-EXEMPT)**

The undersigned, an Authorized Officer of Amelia Concourse Community Development District (the "District") hereby submits the following requisition for disbursement under and pursuant to the terms of the Master Trust Indenture, dated as of July 1, 2007 (the "Master Indenture"), as supplemented by the Fourth Supplemental Trust Indenture, dated as of March 1, 2019 (the Master Indenture as supplemented is heinafter referred to as the "Indenture") each by and between the District and US Bank National Association, as trustee (all capitalized terms used herein shall have the meaning ascribed to such term in the Indenture):

(A) Requisition Number: 41

(B) Name of Payee: Kilinski | Van Wyk, PLLC

(C) Amount Payable: \$ 610.00

(D) (refer also to specific contract if amount is due and payable pursuant to a contract involving progress payments and attach copies of relevant invoices as Exhibit A):

See attached invoice #7573 for details.

(E) Fund or Account from which disbursement to be made:

Series 2019B-1 Acquisition and Construction Account

The undersigned hereby certifies that obligations in the stated amount set forth above have been incurred by the District, that each disbursement set forth above is a proper charge against the Series 2019B-1 Acquisition and Construction Account, referenced above, and that each disbursement set forth above was incurred in connection with the acquisition and/or construction of the Phase III Project and each disbursement represents a Cost of the Phase III Project which has not previously been paid.

The undersigned hereby further certifies that there has not been filed with or served upon the District notice of any lien, right to lien, or attachment upon, or claim affecting the right to receive payment of, any of the moneys payable to the Payee set forth above, which has not been released or will not be released simultaneously with the payment hereof.

The undersigned hereby further certifies that such requisition contains no item representing payment on account of any retained percentage which the District is at the date of such certificate entitled to retain.

Attached hereto are originals of the invoice(s) from the vendor of the property acquired or the services rendered with respect to which disbursement is hereby requested.

Dated: October 20, 2023

**AMELIA CONCOURSE COMMUNITY
DEVELOPMENT DISTRICT**

BY: _____
Authorized Officer

CONSULTING ENGINEER'S APPROVAL

The undersigned Consulting Engineer hereby certifies that this disbursement is for a Cost of the Phase III Project and is consistent with: (i) the applicable acquisition or construction contract; (ii) the plans and specifications for the portion of the Phase III Project with respect to which such disbursement is being made; and (iii) the Amelia Concourse Subdivision Phase III Engineers Report, dated January 7, 2019, prepared by McCranie & Associates, Inc., as such report shall have been amended or modified on the date hereof.

A handwritten signature in blue ink, appearing to read "Michael J. Yuro", is written over a horizontal line.

Consulting Engineer
Michael J. Yuro, PE
District Engineer



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

INVOICE

Invoice # 7573
Date: 10/08/2023
Due On: 11/07/2023

ACCDD-104

Phase III Construction

Type	Professional	Date	Notes	Quantity	Rate	Total
Service	LG	09/13/2023	Analyze documentation regarding work product costs paid; confer with Laughlin and Dreamfinders regarding same.	1.80	\$305.00	\$549.00
Service	LG	09/18/2023	Respond to bond counsel regarding project completion status and release of excess bond funds.	0.20	\$305.00	\$61.00
Total						\$610.00

Detailed Statement of Account

Other Invoices

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
6597	06/14/2023	\$61.00	\$0.00	\$61.00

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
7573	11/07/2023	\$610.00	\$0.00	\$610.00
Outstanding Balance				\$671.00

Total Amount Outstanding	\$671.00
---------------------------------	-----------------

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

Please pay within 30 days.

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, September 19, 2023 at 11:00 a.m. at the Amelia Concourse Amenity Center, 85200 Amaryllis Court, Fernandina Beach, Florida 32034.

Present and constituting a quorum were:

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

Also present were:

Daniel Laughlin	District Manager
Lauren Gentry	District Counsel
Mike Yuro	District Engineer
Chip Dellinger	Operations Manager
Richard Craig	BrightView Landscaping
Jordan Creole	BrightView Landscaping
Alison Mossing	GMS
Terry Glynn	GMS
Corey Roberts	Kilinski Van Wyk
Commissioner Huppman	Nassau County

The following is a summary of the discussions and actions taken at the September 19, 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

Charles Gay stated that he hopes the board members get more involved in how much of the work has been missed at the pool and amenity center.

Mr. Laughlin stated that he has an email he would read in the next public comments section.

Amy Kruszewski asked if any of the CDD assessments are being set aside for lawn maintenance to be done in Phase 3.

Mr. Greenberg responded no, as that is Dream Finders responsibility currently.

Mr. Laughlin added that the CDD can maintain the area once it's turned over to the District.

Commissioner Huppman stated that a traffic study is underway, and a work order has been placed for the pothole on Lavender. He asked that the website for submitting road or sidewalk work orders to the county be shared with the community.

Mr. Greenberg asked Commissioner Huppman to look into whether the county has accepted some things in Phase 3 despite the District asking that they not be accepted due to deficiencies.

Commissioner Huppman stated that he will also look into the power outages along the Concourse. He also stated he saw some orange dots along the emergency access at the end of the street that appear that bollards are being installed.

Mr. Greenberg stated that a Dream Finders representative indicated it was going to have knock down bollards so it would prevent a golf cart or something similar from driving through, but emergency personnel would still have access.

Mr. Laughlin stated that he would get more details on the project.

Mr. Greenberg asked if the cut through on Orchid Blossom is still on schedule.

Commissioner Huppman responded yes.

THIRD ORDER OF BUSINESS

Staff Reports (1)

A. District Engineer

Mr. Yuro informed the Board that he was still working with Dream Finders on the as-built certification that the Board asked him to look at, but noted the aesthetic issues are not related to the as-built. It's related to the paving and drainage to make sure it's functioning according to the permit. He also noted that once Dream Finders gets the as-built signed off, they can put in a request to transfer the permit and the Board has to accept that request and that is when the Board can accept it on certain conditions.

B. Landscape Report

Mr. Creole introduced himself as the new account manager for the District and noted weekly report should be submitted on Mondays.

Mr. Eichmann stated that the easements are being maintained by homeowners and do not need to be maintained by the landscape contractor.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the July 18, 2023 Meeting

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

On MOTION by Ms. Chamerda seconded by Mr. Eichmann with all in favor the minutes of the July 18, 2023 meeting were approved as presented.

FIFTH ORDER OF BUSINESS

Ratification of Agreement with Governmental Management Services for Facility and Field Management Services

Mr. Laughlin noted GMS has started onsite.

On MOTION by Mr. Toohey seconded by Mr. Snow with all in favor the agreement with Governmental Management Services for facility and field management services was ratified.

SIXTH ORDER OF BUSINESS

Consideration of Proposal from BrightView for Playground Mulch

Mr. Laughlin presented a proposal totaling \$2,268 to replenish the playground mulch.

On MOTION by Mr. Eichmann seconded by Mr. Snow with all in favor the proposal from BrightView for playground mulch was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Resolution 2023-05, Adopting Revised Amenity Policies

Ms. Gentry stated that there are certain changes that can be made to the amenity policies just by adopting a resolution, so that is the first item before the Board. The second item sets a public hearing to adopt amended amenity rates and disciplinary rules. Some of the changes to the policies include updating the contact information for the amenity center, changing the hours of operation for the amenities, updating use at own risk and indemnification language, adding

language stating the pool will be closed during storms, and adding a service animal policy, among other changes shown in the document. These changes can be adopted by a vote of the Board.

On MOTION by Mr. Toohey seconded by Mr. Eichmann with all in favor Resolution 2023-05, adopting revised amenity policies was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2023-06, Setting a Public Hearing Date to Adopt Amended Amenity Policies and Disciplinary Rules

Mr. Laughlin noted the public hearing will be set for November 14, 2023 at 11:00 a.m.

Ms. Gentry presented proposed rates including an increase to the non-resident annual user fee to \$3,000 and the rental rates for the gathering room proposed to be adjusted to \$50 for four hours and \$20 per additional hour.

Additionally, Ms. Gentry presented updated suspension and termination rules to provide more detail to the grounds for suspension and termination and hearing procedures, and to add a provision for property damage reimbursement.

On MOTION by Mr. Toohey seconded by Mr. Snow with all in favor Resolution 2023-06, setting a public hearing for November 14, 2023 at 11:00 a.m. to adopt amended amenity policies and disciplinary rules was approved.

NINTH ORDER OF BUSINESS

Discussion of Amenity Center Improvements

Mr. Laughlin stated at the last meeting the Board discussed bringing an architect or consultant to come up with some designs for the amenity center. The firms he reached out to have asked for more details such as what the budget would be and what the Board is looking to do.

Mr. Greenberg stated that due to the needs of the community being dramatically different than they were when the amenity center was first built, someone will need to evaluate what the current needs are. He noted there are various maintenance updates needed such as replacing the roof, improvements are needed to the splash pad, the use of the wading pool needs to be evaluated, and amenities for middle aged kids need to be considered.

Ms. Mossing stated that staff could send an e-blast survey asking the community what they would like to see done with the amenities.

On MOTION by Mr. Toohey seconded by Mr. Snow with all in favor authorizing Supervisor Snow to work with staff on coming up with plans for the amenities was approved.

TENTH ORDER OF BUSINESS**Discussion of AT&T Building Ownership**

Mr. Laughlin informed the Board that he looked in the District's records and the only thing he found regarding the building on the District's property was a mention in the minutes in 2012 about an agreement with AT&T with a term of eight years, which has now passed.

Ms. Gentry added that as far as she can tell, the CDD owns the land and the building, and there was apparently an agreement that allowed AT&T to use the building while they were supplying services to the community in exchange for discounted or free services. There does not seem to be an agreement currently in place that allows them to use the building. If it is still being used for storage, the CDD can require that use to cease. The first step will be to place a notice on the building requiring removal of any unauthorized items.

Mr. Greenberg stated that there were also fees totaling approximately \$25,000 that were paid by AT&T to the builder and/or HOA.

On MOTION by Mr. Toohey seconded by Mr. Eichmann with all in favor posting a notice on the building and installing a padlock on the door was approved.

ELEVENTH ORDER OF BUSINESS**Other Business**

There being none, the next item followed.

TWELFTH ORDER OF BUSINESS**Staff Reports (2)****A. District Counsel**

Ms. Gentry stated that it's been reported that there are some properties in Phase 3 that still have easement obstructions. Notices will be sent to those addresses and if those obstructions are not removed, they will be brought to the Board.

Mr. Dellinger stated that where the fences have been removed from the easement there have been giant holes left. Staff will discuss how the holes can be addressed.

B. District Manager – Discussion of Electrical Utility Complaints

Mr. Laughlin presented a draft letter to notify FPL and the County of concerns regarding the electrical utility system within the community.

On MOTION by Ms. Chamerda seconded by Mr. Snow with all in favor authorizing staff to send the letter regarding the concerns of the electrical utility system was approved.

C. Field Operations Manager – Report

Mr. Greenberg stated that there has been a dramatic change in the management of the amenities and thanked Mr. Dellinger for his service thus far.

Mr. Dellinger gave an overview of the maintenance report, a copy of which was included in the agenda package. He pointed out an area in which the landscaping needs to be addressed and suggested possibly relocating the bike racks as they're not used much in their current location. He also noted the pool equipment needs to be repaired.

Mr. Greenberg suggested sending newsletters to the community in the months that the Board does not meet.

THIRTEENTH ORDER OF BUSINESS Financial Reports**A. Financial Statements as of July 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 \$68,494.70 was included in the agenda package.

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

FOURTEENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

There were no supervisor requests.

Audience Comments

Ann Bachsan asked if service animals are allowed in the pool.

Ms. Gentry responded that they are not allowed in the water.

Mr. Greenberg stated that it's being suggested that it be clearly posted that an animal is not permitted in the pool.

Ms. Mossing stated that the rules could be sent as a reminder to the community in an e-blast. She also noted the pool signage will be updated so any suggested additions can be included at that time.

Mr. Laughlin read a letter from Mr. Gay into the record regarding the punch list of items needing to be completed by the developer. Within the letter he asks why the Board cannot get more involved in requiring Dream Finders to meet their promises.

Mr. Yuro informed Mr. Gay that the Phase 3 roads have not yet been accepted by the County.

Charles Gay asked that a board member is involved on a walk-through of the roads.

Amanda Jones asked for clarification on whether the pool hours are changing.

Mr. Greenberg responded that the hours are being changed to opening at 7:00 a.m. or sunrise, whichever is later, and closing at 9:00 p.m. or sunset, whichever is earlier.

Amanda Jones asked for clarification is a fee change is being made for renting the amenity room.

Mr. Greenberg responded that it's being changed to a flat fee of \$50 for four hours and a charge for each extra hour. He also noted if an event is booked on the same day as another event, then there may not be an option to book more than the four-hour time block. That will be determined by the facilities manager.

Mr. Snow asked if there is an online option for reserving the room.

Ms. Mossing stated that currently reservation requests need to be made by email.

Amanda Jones asked if there is still a restriction on each household only being able to rent the room once per quarter.

Mr. Greenberg responded that if the facility is available, he does not believe there would be an objection to it being rented again, but first priority will be given to someone who has not yet rented.

FIFTEENTH ORDER OF BUSINESS

Consideration of Agreement with Envera Systems

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 12:23 p.m. The public portion of the meeting resumed at approximately 1:34 p.m. and the following action was taken.

On MOTION by Mr. Toohey seconded by Ms. Chamerda with all in favor terminating negotiations with Envera Systems was approved.

On MOTION by Mr. Snow seconded by Ms. Chamerda with all in favor purchasing additional security cameras at an amount not to exceed \$2,500 was approved with Supervisor Toohey authorized to work with staff as needed.

Supervisor Snow asked the Board about a holiday lighting plan and recommended a not-to-exceed amount for purchasing extra lights and allowing residents to get involved in decorating if desired.

Mr. Toohey stated that the feedback he received about the wrapped palm trees last year was that they did not look as good as they could have.

Mr. Laughlin stated that there is \$2,000 set aside in the budget for holiday lighting so no motion is needed if that budget is kept.

SIXTEENTH ORDER OF BUSINESS

Next Scheduled Meeting – November 14, 2023 at 11:00 a.m. at the Amelia Concourse Amenity Center

SEVENTEENTH ORDER OF BUSINESS Adjournment

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

Secretary / Assistant Secretary

Chairman / Vice Chairman

FIFTH ORDER OF BUSINESS

RESOLUTION 2024-01

A RESOLUTION OF THE BOARD OF SUPERVISORS OF AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT AMENDING THE FISCAL YEAR 2022/2023 GENERAL FUND BUDGET; AND PROVIDING FOR 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 entirely within Nassau County, Florida; and

WHEREAS, the Board of Supervisors of the District (“Board”) previously adopted a final General Fund Budget (“Budget”) for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023 (“Fiscal Year 2022/2023”); and

WHEREAS, the Board desires to amend the Fiscal Year 2022/2023 Budget to reflect changes to budgeted revenues and expenses approved during Fiscal Year 2022/2023; and

WHEREAS, pursuant to Chapters 189 and 190, *Florida Statutes*, the Board is authorized to amend the Fiscal Year 2022/2023 Budget within sixty (60) days following the end of the Fiscal Year 2022/2023; and

WHEREAS, the Board finds that it is in the best interest of the District and its landowners to amend the Fiscal Year 2022/2023 Budget to reflect the actual appropriations.

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

SECTION 1. BUDGET AMENDMENT.

- a. The Board has reviewed the proposed amended Budget, copies of which are on file with the office of the District Manager and at the District’s Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. The amended Budget attached hereto as **Exhibit A** and incorporated herein by reference as further amended by the Board is hereby adopted in accordance with the provisions of Sections 190.008(2)(a) and 189.016(6), *Florida Statutes*; provided, however, that the comparative figures contained in the amended Budget as adopted by the Board (together, “Adopted Annual Budget”) may be further revised as deemed necessary by the District Manager to further reflect actual revenues and expenditures for Fiscal Year 2022/2023.
- c. The Adopted Annual Budget shall be maintained in the office of the District Manager and the District Records Office and identified as “The Adopted Budget for the Amelia Concourse Community Development District for the Fiscal Year Ending September 30, 2023, as amended and adopted by the Board of Supervisors effective November 14, 2023.”

SECTION 2. APPROPRIATIONS. There is hereby appropriated out of the revenues of the District, the fiscal year beginning October 1, 2022, and ending September 30, 2023, the sums set forth below, to be raised by special assessments or otherwise, which sums are deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ 465,257
DEBT SERVICE FUND (SERIES 2007)	\$ 512,076
DEBT SERVICE FUND (SERIES 2016)	\$ 246,693
DEBT SERVICE FUND (SERIES 2019A)	\$ 301,623
DEBT SERVICE FUND (SERIES 2019B)	\$ 80,026
CAPITAL RESERVE FUND	\$ 173,369
TOTAL ALL FUNDS	\$ 1,779,044

SECTION 3. CONFLICTS. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

SECTION 4. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect as of November 14, 2023.

PASSED AND ADOPTED this November 14, 2023.

ATTEST:

**AMELIA CONCOURSE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Amended General Fund Budget FY 2022/2023

EXHIBIT A
AMENDED FISCAL YEAR 2022/2023 GENERAL FUND BUDGET

AMELIA CONCOURSE
Community Development District
FY2023 Budget Amendment
General Fund

Adopted FY23 Budget	Increase/ (Decrease)	Amended FY23 Budget	Actual 9/30/23
------------------------	-------------------------	------------------------	-------------------

Revenues

Assessments - Roll	\$421,342	\$5,981	\$427,323	\$427,323
Interest Income	\$100	\$9,651	\$9,751	\$9,751
Rental Revenue/Miscellaneous Income	\$500	\$619	\$1,119	\$1,119
Carryforward	\$0	\$27,064	\$27,064	\$27,064
Total Revenues	\$421,942	\$43,315	\$465,257	\$465,257

Expenditures

Administrative

Supervisors	\$6,000	(\$1,200)	\$4,800	\$4,800
FICA Expense	\$459	(\$92)	\$367	\$367
Travel	\$300	(\$300)	\$0	\$0
Engineering	\$17,000	(\$5,001)	\$12,000	\$6,953
Attorney Fees	\$25,000	\$36,551	\$61,551	\$46,551
Annual Audit	\$4,350	\$0	\$4,350	\$4,350
Dissemination	\$10,500	\$700	\$11,200	\$11,200
Assessment Roll	\$7,500	\$0	\$7,500	\$7,500
Property Appraiser	\$2,175	\$1,918	\$4,093	\$4,093
Trustee Fees	\$10,000	\$544	\$10,544	\$10,544
Arbitrage	\$1,800	\$0	\$1,800	\$1,200
Management Fees	\$47,250	\$12	\$47,262	\$47,262
Information Technology	\$2,000	\$0	\$2,000	\$2,000
Website Maintenance	\$1,000	\$0	\$1,000	\$1,000
Telephone	\$500	(\$318)	\$182	\$182
Postage	\$1,000	\$213	\$1,213	\$1,213
Insurance	\$11,353	(\$1,182)	\$10,171	\$10,171
Printing and Binding	\$1,500	(\$843)	\$657	\$657
Legal Advertising	\$2,500	\$0	\$2,500	\$958
Other Current Charges	\$550	\$50	\$600	\$600
Office Supplies	\$150	(\$140)	\$10	\$10
Dues, Licenses & Subscriptions	\$175	\$0	\$175	\$175
Total Administrative	\$153,062	\$30,914	\$183,976	\$161,787

FIELD:

Contract Services:

Landscape Maintenance	\$25,000	\$2,968	\$27,968	\$27,968
Lake Maintenance	\$7,354	\$0	\$7,354	\$4,048
Management Company	\$7,639	\$49	\$7,688	\$7,688
Facility Management	\$0	\$2,333	\$2,333	\$2,333

Subtotal Contract Services

\$39,993	\$5,350	\$45,343	\$42,037
-----------------	----------------	-----------------	-----------------

Repairs & Maintenance:

Repairs & Maintenance	\$16,800	\$13,200	\$30,000	\$24,900
Irrigation Repairs	\$1,000	\$5,000	\$6,000	\$2,886
Landscape Contingency	\$10,000	\$5,000	\$15,000	\$10,476

AMELIA CONCOURSE
Community Development District
FY2023 Budget Amendment
General Fund

	Adopted FY23 Budget	Increase/ (Decrease)	Amended FY23 Budget	Actual 9/30/23
Subtotal Repairs and Maintenance	\$27,800	\$23,200	\$51,000	\$38,262
Utilities:				
Electric	\$30,800	\$2,661	\$33,461	\$33,461
Water & Sewer	\$19,250	(\$6,494)	\$12,756	\$12,756
Subtotal Utilities	\$50,050	(\$3,833)	\$46,217	\$46,217
Amenity Center:				
Insurance	\$16,156	(\$1,608)	\$14,548	\$14,548
Pool Maintenance	\$16,000	\$0	\$16,000	\$14,967
Pool Chemicals	\$13,728	\$0	\$13,728	\$11,514
Pool Permits	\$530	\$0	\$530	\$515
Cable	\$2,000	(\$1,535)	\$465	\$465
Janitorial	\$5,600	\$877	\$6,477	\$6,477
Facility Maintenance	\$10,000	\$0	\$10,000	\$1,529
Pest Control	\$1,500	(\$231)	\$1,269	\$1,269
Refuse	\$660	\$43	\$703	\$703
Holiday Decorations	\$5,500	(\$5,500)	\$0	\$0
Subtotal Amenity Center	\$71,674	(\$7,953)	\$63,721	\$51,987
Reserves:				
Capital Outlay	\$4,363	(\$4,363)	\$0	\$0
Capital Reserve Fund	\$75,000	\$0	\$75,000	\$75,000
Subtotal Reserves	\$79,363	(\$4,363)	\$75,000	\$75,000
TOTAL FIELD	\$421,942	\$43,315	\$465,257	\$415,291
Excess Revenues (Expenditures)	\$0	\$0	\$0	\$49,966
NET CHANGE IN FUND BALANCE	\$0	\$0	\$0	\$49,966
Fund Balance - Beginning	\$0	\$0	\$0	\$421,969
Fund Balance - Ending	\$0	\$0	\$0	\$471,935

SIXTH ORDER OF BUSINESS

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT ADOPTING DISCIPLINARY RULES, RATES, CHARGES AND FEES; PROVIDING A SEVERABILITY CLAUSE; 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 entirely 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, rates, charges and fees pursuant to Chapter 120, *Florida Statutes*, and to authorize user charges or fees; and

WHEREAS, the Board accordingly finds that it is in the best interest of the District to adopt by resolution the Rates, Charges and Fees (“**Rates and Fees**”) which relate to amenity operations, and amended and restated Suspension and Termination of Access Rules (“**Disciplinary Rules**”) which relate to penalties for violations of the District’s amenity rules and policies, as may be amended or updated from time to time for immediate use and application; and

WHEREAS, the Board has complied with applicable Florida law concerning rule development and adoption.

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

SECTION 1. The Rates and Fees and Disciplinary Rules attached hereto as **Composite Exhibit A** are hereby adopted pursuant to this Resolution as necessary for the conduct of District business. The Rates and Fees and Disciplinary Rules shall remain in full force and effect until such time as the Board may amend or replace them.

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 immediately upon its adoption.

PASSED AND ADOPTED this 14th day of November, 2023.

ATTEST:

**AMELIA CONCOURSE COMMUNITY
DEVELOPMENT DISTRICT**

Secretary

Chairman, Board of Supervisors

COMPOSITE EXHIBIT A

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. (2023)

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.

SEVENTH ORDER OF BUSINESS

October 31, 2023

Daniel Laughlin
Governmental Management Services, LLC
District Manager
475 West Town Place, Suite 114
Saint Augustine, Florida 32092

**RE: Proposal for Professional Landscape Architectural Services
Amelia Concourse CDD – Amenity Improvements
SH project #: 23-14.1**

Dear Chairperson, Board of Supervisors

We appreciate the opportunity to submit this proposal to you for professional Landscape Architectural services for the above project.

PROJECT INSIGHT

The Amelia Concourse Community Development District is a local, special purpose government established in 2006 in Nassau County, Florida. The existing Amenity is located at the primary entry terminus of Daisy Lane and accessed by the Amelia Concourse. We understand that the existing amenity site is aging and in need of a revamp. This is an opportunity to potentially transform the original amenity site and create a special sense of place. One that amplifies value for residents, enhances their quality of life, and provides an updated social and recreational facility for an enduring community.

APPROACH TO SERVICES

Services associated with this Agreement contemplate the exploration, evaluation and confirmation of program and design assumptions associated with the Amenity Improvement renovation. The renovation concepts will focus on hardscape and landscape improvements of the amenity site only. Potential proposed elements may include; redesign of the wading pool, potential splash pad equipment replacement, and pool deck and perimeter hardscape and landscape renovations. Studio Horan will develop initial concepts for review and comment by the board. A final refined concept will be based on input of the initial concepts provided by the Client.

Studio Horan will work on tasks sequentially and initiate services with an initial brief with the project team. We will review the program objectives, establish schedules, and confirm the goals and communication framework for the overall design process.

This agreement concludes with Schematic Design. Final design, construction documents, and pre-construction and construction period services are anticipated to commence under a subsequent Agreement once the refined concept is approved as part of this Scope of Work.

SCOPE OF SERVICES

TASK 1 – SITE ANALYSIS & PROGRAMMING

Task 1a – Data Collection & Site Analysis

- a. Review relevant Nassau code requirements.
- b. Review relevant background documentation provided by the Client (site plan permit documents, as-builts, PUD guidelines, architectural drawings, surveys, utilities, etc.).
- c. Base Sheet Setup: Develop standard base sheets for use in the preparation of Schematic Landscape / Hardscape Design. It is understood that the Client will provide accurate base information in an approved AutoCAD format, which shall serve as the basis for base sheet preparation.
- d. Site visit to analyze and confirm particulars of the project site.

Task 1b - Programming

- a. Studio Horan will work with the Client and any appropriate consulting experts to explore and establish the ideal working program for the project, including a review of the prior program.
- b. A list of improvements, goals, opportunities, and priorities will be established as a guideline for subsequent design tasks.
- c. Proposed programming guideline will be summarized in an existing conditions drawing that also outlines the constraints and opportunities of the site.
- d. Opportunities for synergies, adaptability, and multiple-uses will be considered as part of this evaluation with the objective of creating the highest tangible, intangible, and quality-of-life value for community residents. Careful consideration will be given to circulation patterns, phasing, facility operations, and other important factors of the design, construction, and management.

TASK 2 – SCHEMATIC DESIGN

Task 2a – Schematic Site Plan Alternatives

- a. Two (2) different site plan alternatives will be developed, each contemplating a different conceptual approach to the configuration or program uses of the amenity site. Each site plan alternative will be created as a refined hand-drawn sketch illustration at an appropriate scale with corresponding annotations describing the content of each concept.
- b. Together with each alternative, a corresponding series of inspirational images describing the character and feel of key features will be presented.
- c. A narrative that summarizes the particulars of each option will also accompany each alternative.

Task 2b – Refined Schematic Site Plan

- a. Based on input provided by the Client (Amila Concourse CDD Board and Staff), Studio Horan will refine the alternative identified by the Board as the Preferred Alternative. Technical and code-related issues will be identified together with a summary of how those issues will be resolved. A detailed program summary will be created, describing the elements of the plan together with annotations.
- b. The Refined Schematic Site Plan will be prepared by Studio Horan as a refined hand-drawn illustrative site plan, created at a scale suitable for presentation and review by the Client. This plan is an interim in-progress plan intended to confirm the final concept, identify the elements of the redevelopment program, finalize the site plan configuration, and facilitate final input and comments to be incorporated into the final plan.

Task 2c – Final Schematic Site Plan – Approved Program and Plan

- a. Studio Horan will prepare a Final Schematic Site Plan to present to the Amelia Concourse CDD Board for Approval. The Final Redevelopment Plan will consist of an illustrative site plan, suitable for presentation and subsequent publication and community outreach. Client comments and input will be incorporated into the plan as appropriate.
- b. The Final Approved Program and Plan will become the basis for the Amelia Concourse CDD's strategic amenity plan for Improvements.

TASK 3 – BUDGET EVALUATION

- a. Studio Horan will coordinate efforts with a licensed preconstruction contractor with respect to their opinion of probable construction cost based on the Final Schematic Plan. Studio Horan will meet with the preconstruction contractor as necessary to provide a clear understanding of the design program, design intent, materials, scale, treatments, and other particulars of the site. Professional fees for preconstruction contractor services are not included in this Agreement. If the contractor requests a professional fee for preconstruction services, that engagement will be between Amelia Island CDD and the contractor.

TASK 4 – MEETINGS & COORDINATION

- a. Studio Horan will participate in CDD Board Meetings at the Amelia Concourse CDD, as requested. Additionally, Studio Horan will be available to participate in other presentations or meetings with community stakeholders, residents, jurisdictional agencies, and other members of the neighborhood or public. Time associated with these meetings will be billed on an hourly basis.
- b. This agreement anticipates up to Eight (8) meetings.

ADDITIONAL SERVICES

Activities and assignments that are not specifically described in this Scope of Services including special client presentations, additional meetings beyond eight (8), subsequent detailed design phases, engineering, changes to previously approved design concepts, geotechnical design, or other work products that will require professional time/effort will be considered Changes and will be billed as Additional Services as described in the attached Professional Services Conditions.

ANTICIPATED SCHEDULE

Notice-to-Proceed (NTP)

Task 1 Site Analysis & Programming	_____	2 weeks
Owner Review	_____	2 weeks
Task 2 Schematic Design	_____	8 weeks
Owner Review	_____	1 weeks
Task 3 Budget Evaluation	_____	2 weeks
Owner Review	_____	1 weeks
Task 4 Meetings & Coordination	_____	as needed
Owner Review	_____	as needed

PROFESSIONAL FEES

Because the precise requirements of Service associated with this Agreement cannot be exactly defined at this time, Studio Horan will complete work on an hourly basis with the following not-to-exceed estimates.

Task 1 Site Analysis & Programming	
Hourly (Not to Exceed)	\$4,210
Task 2 Schematic Design	
Hourly (Not to Exceed)	\$18,770
Task 3 Budget Evaluation	
Hourly (Not to Exceed)	\$1,110
Task 4 Meetings & Coordination	
Hourly (Not to Exceed)	\$2,760
TOTAL	\$26,850

Fees for Professional Services will be invoiced monthly, based upon work completed during that month. Payment is due upon receipt.

In addition to Studio Horan's Professional Fees, costs incurred during the execution of this work including travel- related expenses, courier, and delivery services, drawing reproduction, printing, and other similar costs will be considered Reimbursable Expenses, billed with an administrative factor of 1.15 direct cost. Terms of Agreement are attached.

AUTHORIZATION

A signed copy of this Proposal will constitute our Agreement and authorize Studio Horan to begin work. We are excited about the opportunity to work together.



 William Horan, PLA
 Principal
 Studio Horan, LLC

2023-10-31
 Date

 Daniel Laughlin
 District Manager
 Governmental Management Services, LLC

PROFESSIONAL SERVICES CONDITIONS

1. Services of Studio Horan, LLC. (Studio Horan)

1.1. Studio Horan, LLC. (Studio Horan), a Florida Limited Liability Company, with office located at 424 Hopkins St, Neptune Beach, Florida, 32266, agrees to provide those certain professional services ("the Services") to Governmental Management Services, LLC, with office located at 475 West Town Place, Suite 114, Saint Augustine, Florida 32092, in connection with the Project, as described in a letter proposal addressed to Daniel Laughlin, dated October 31, 2023 attached here to and made a part hereof.

1.2. Studio Horan shall provide the Services to the Client as an independent professional consultant, and in no event shall Studio Horan be deemed to be an employee, agent, partner, or joint venturer of the Client.

1.3. Studio Horan Services shall be performed with reasonable care and diligence in accordance with professional practice applicable at the time and in the location of the Project and appropriate for a project of the nature and scope of this Project. Professional practice does not mean such Services shall be perfect or error free. Other than expressly set forth herein, Studio Horan makes no warranties or guarantees whatsoever, whether expressed or implied with respect to any services performed under this agreement.

2. Client's Responsibilities

2.1. The Client shall provide all information and budget parameters regarding its requirements for the Services or Project.

2.2. The Client shall designate a representative with authority to act on the Client's behalf. If for any reason Client's designated representative is replaced during the progress of the Services, Studio Horan shall have the right to renegotiate its compensation in response to the change.

2.3. The Client shall provide all site survey and legal information. The Client shall obtain any independent testing services to determine site conditions such as soil and subsoil conditions, water, pollution, and hazardous waste presence and characteristics. The Client shall obtain and pay all fees required to secure legal and jurisdictional approvals for the Project.

2.4. The Client shall provide Studio Horan access to its records to the extent necessary to perform Studio Horan's services. If any site or offsite investigations are required, Client shall provide access rights as necessary. If Client is not the owner of the site, it is the Client's responsibility to secure access rights from site owners.

2.5. Opinions of probable construction costs provided by Studio Horan, if any, are based on Studio Horan's familiarity with the landscape construction industry. Studio Horan cannot and does not warrant or guarantee any opinion of probable construction cost.

3. Terms of Agreement

3.1. The Agreement is subject to renegotiation if acceptance is not made within 30 days. The fees and terms shall remain in effect for one year from the date of signature of the Agreement, and shall be subject to revision at that time, or any time thereafter if Studio Horan gives written notice to the other party 60 days prior to the requested date of revision. If the parties fail to agree on new rates, the Agreement may be terminated by either party upon seven days' written notice.

4. Basis of Compensation and Method of Payment

4.1. The Client agrees to pay Studio Horan (i.e. fee and expenses) based on the negotiated fee as described in the Scope of Services letter dated October 31, 2023.

4.2. An initial payment of \$0 shall be made upon execution of this Agreement; this amount shall be credited to the Client's account at final payment.

4.3. During the performance of the Services hereunder, the Client shall have the right, by written instrument, to make changes in, omissions from, or to require additions to the Services (hereinafter collectively referred to as "Changes"). If such Changes require the preparation of additional drawings and/or specifications, or require additional services by Studio Horan, then, upon completion of such additional services, Studio Horan shall be entitled to an equitable increase in compensation for additional services rendered due to such Changes. Changes shall be compensated on an hourly basis at the rates provided below or based on a negotiated fee provided in an amendment to this Agreement.

4.4. Studio Horan hourly fees for professional services are based on the hours spent on a project or phase of design. Standard hourly rates range from \$155 / hour for Principal consultation to \$85 / hour for graphics, production, and administrative services.

4.5. Reimbursable Expenses are expenditures made by Studio Horan, its employees, and consultants in the interest of the Project including but not limited to:

4.5.1. Travel and subsistence expenses; living expenses in connection with out-of-town travel, long-distance communications; reprographics, faxes, postage and overnight delivery; costs of renderings, photographs, models, and mock-ups requested by the Client; service fees of professional consultants; and other, similar direct Project-related expenditures.

4.6. Reimbursable Expenses include expense cost plus a fifteen percent (15%) service charge.

4.7. Monthly invoices to the client shall be based on the percentage of the Scope of Services rendered and Reimbursable Expenses incurred pursuant to this Agreement, and each invoice shall be due and payable upon receipt.

4.8. The Client shall notify Studio Horan in writing of any disputed amount contained on an invoice within fifteen (15) calendar days from the date of invoice; otherwise, all charges shall be deemed acceptable and correct.

4.9. If the Client fails to make any payment due Studio Horan within thirty (30) days after the date of an invoice therefore, the amounts due Studio Horan shall accrue interest at one and a half percent (1.5%) per month; and, in addition, Studio Horan may, after giving seven (7) days written notice to the Client, suspend Services under this Agreement until Studio Horan has been paid in full all amounts due for Services and Reimbursable Expenses, including all accrued but unpaid interest, without Studio Horan incurring liability due to such suspension. In the event Studio Horan engages an attorney to collect any amounts due it hereunder, the Client shall reimburse Studio Horan for the costs of litigation or arbitration, including all reasonable appropriate attorneys' fees before trial, at trial, or on appeal.

4.10. Any delay or default in the performance of any obligation of Studio Horan under this Agreement resulting from any cause beyond Studio Horan's reasonable control shall not be deemed a breach of this Agreement. The occurrence of such an event shall suspend the obligations of Studio Horan as long as performance is delayed or prevented thereby, and the compensation due Studio Horan hereunder shall be equitably adjusted.

5. Insurance

5.1. Studio Horan shall maintain the following coverages and provide the client with a COI upon request:

Workers Compensation	_____	Statutory
Commercial General Liability	_____	\$2,000,000
Comprehensive Automobile Liability	_____	\$1,000,000
Professional Liability	_____	\$1,000,000

6. Ownership of Documents

6.1. Studio Horan shall be deemed the author and owner of all deliverables provided to the Client, including but not limited to plans, drawings, specifications, Construction Documents, displays, graphic art, photographs, and other images and devices in any medium, including electronic data or files, which are developed, created, or derived pursuant to this Agreement by Studio Horan (collectively, the "Design Materials").

6.2. Subject to payment by the Client of all Compensation and Reimbursable Expenses owed to Studio Horan, Studio Horan grants to the Client an irrevocable, nonexclusive license to reproduce the Design Materials solely for the construction of the Project and for information and reference with respect to the use of the Project. Termination of this Agreement prior to the completion of the Project shall terminate this license.

6.3. The Client, to the fullest extent permitted by law, shall indemnify and hold Studio Horan harmless for costs, including legal fees and defense costs, liability or loss, which result from unauthorized modification of the Design Materials, if any, or the use of the Design Materials for any purpose other than the Project.

6.4. In the event this Agreement is terminated prior to the completion of the Project, Studio Horan shall have no liability to the Client or to anyone claiming through the Client for any claims, liabilities, or damages resulting from the use, misuse, or modification of the Design Materials without the Studio Horan's approval, and the Client agrees to indemnify and defend the Studio Horan against all such claims.

7. Indemnification

7.1. Client and Studio Horan each agree to indemnify and hold harmless the other, and their respective officers, employees, representatives, and from and against liability for losses, damages, and expenses, including reasonable attorneys' fees and costs of defense, to the extent such losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors, or omissions.

7.2. Studio Horan agrees, to the fullest extent permitted by law to indemnify and hold the Client harmless from any damage, liability for losses, and expenses (including reasonable attorneys' fees and costs of defense) to the extent caused by Studio Horan or it's subconsultant's negligent acts, errors or omissions in the performance of professional services under this Agreement.

7.3. The Client agrees to indemnify and hold Studio Horan harmless from any damage, liability, or cost, including reasonable attorney's fees and costs, caused by the negligent acts, errors or omissions by the Client and those of its contractors, subcontractors or consultants or anyone who acts on behalf of Client.

7.4. The client recognizes that the Project site may involve the presence of hazardous, toxic or pollutive substances. Studio Horan and its consultants shall have no responsibility for the condition of the Project site. Client hereby agrees to indemnify and hold Studio Horan harmless from any and all liability, claims, damages or other expenses arising out of, resulting from the generation, presence, discharge, release, escape, handling, transportation, storage or disposal of any toxic or hazardous materials, pollutants or contaminants of any kind.

7.5. Studio Horan and the Client waive consequential damages for claims, disputes, or other matters in question which arise out of or are related to this Agreement, including but not limited to consequential damages due to the termination of this Agreement by either party in accordance with the provisions of Article 9 hereof.

8. Dispute Resolution

8.1. Claims, disputes, and other matters in question between the parties shall be decided by arbitration which, unless the parties mutually agree

otherwise, shall be in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then in effect. No claim amount resulting from errors or omissions may be Studio Horan's responsibility in excess of the professional fee charged and received for this project or services.

9. Termination

9.1. This Agreement may be terminated without cause by either party upon fifteen (15) days written notice. In the event of termination, Studio Horan shall be compensated, as provided herein, for Services performed prior to termination, together with Reimbursable Expenses then due and for all expenses directly attributable to termination.

9.2. The Client's failure to make payments to Studio Horan in accordance with the provisions of this Agreement shall be deemed a substantial failure to perform and a cause for termination.

10. Other Terms and Conditions

10.1. Accurate credit is required whenever the project is publicized or exhibited. Specific authorization in writing is required for all publicity which utilizes Studio Horan's name in conjunction with project promotion.

10.2. Either party, as applicable, shall be relieved of its obligations hereunder in the event and to the extent that performance hereunder is delayed or prevented by any cause beyond its control and not caused by the party claiming relief hereunder, including, without limitation, acts of God, public enemies, war, insurrection, acts or orders of governmental authorities, fire, flood, explosion, or the recovery from such cause ("Force Majeure"). The parties agree to make all reasonable efforts to mitigate the delays and damages of Force Majeure.

10.3. Notices required pursuant to this Agreement shall be sufficient if delivered personally or by registered or certified mail, return receipt requested, at the addresses indicated on the first page of this Agreement.

10.4. Severability. If any term or provision of this Agreement shall be found to be invalid or unenforceable, the remaining provisions shall, to the fullest extent permitted by law, remain in full force and effect.

10.5. This Agreement shall be governed by the laws of the State of Florida.

10.6. This Agreement represents the entire understanding between the Client and Studio Horan and supersedes all prior negotiations, representations, or agreements, whether written or oral with respect to its subject matter. The person(s) signing this Agreement on behalf of the parties hereby individually warrant that they have full legal power to execute this Agreement on behalf of the respective parties and to bind and obligate the parties with respect to all provisions contained herein. This Agreement only may be amended in writing signed by both the Client and Studio Horan.

10.7. Pursuant to Section 558.0035 of the Florida Statutes, an individual employee or agent may not be held individually liable for negligence.

EIGHTH ORDER OF BUSINESS

Arwood Site Services

13255 Lanier Road
Jacksonville, Florida 32226
📞 (904) 751-1628
✉ info@arwoodsiteservices.com

**Bill To:**

Chip Dellinger
85152 Amaryllis Court
Fernandina Beach, Florida 32034

Service Address:

85152 Amaryllis Court
Fernandina Beach,
Florida
32034

Estimate No: 909**Estimate Date:**
10/30/2023**Due Date:** 10/31/2023**Contact Information**

📞 (904) 631-5135
✉ acmanager@gmsnf.com

Line Items

DESCRIPTION	QUANTITY	RATE	AMOUNT
Demolition of Masonry Structure Price Includes - Demo of Structure, Disposal of Demo Debris, Demo Permit, Utilities Disconnect, Removal of Foundation and Back Drag area of Demolition. Price Does not Include - Asbestos Survey or Asbestos Abatement if Required, (Fill Dirt is \$ 300 per load spread out) Arwood Site Services can't warrant the condition of driveway area during demolition.	1	\$8,900.00	\$8,900.00
Subtotal			\$8,900.00
Total			\$8,900.00

Terms and Conditions

Valid for 7 days

Show Your Appreciation!

Waste and Recycling Workers Week is a great time to show your appreciation by serving those who serve our communities. Throughout the week of June 17th, join us in thanking your garbage collection providers and all those who work in the waste industry. You can donate by visiting, <https://wasterecyclingworkersweek.org/donate/>



Shorebreak Inc
 Shorebreak Inc.
 96041 Nassau Pl.
 Yulee Fl. 32097
 Phone: 904-624-0225

Company Representative
 Jay Barniak
 Phone: (904) 753-2105
 jay@shorebreakservices.com

Chip Dellinger
Amelia Concourse
 85200 Amaryllis Court
 Fernandina Beach, FL 32034
 (904) 631-5135

Job: Chip Dellinger

Roofing Section

	Qty	Unit
Tri-Built Roofing Coil Nails - 1 1/4" (7200 Cnt)	1.00	BX
Tri-Built Coil Nails - Ring Shank - .113"x2 3/8" (4500 Cnt)	1.00	BX
Tri-Built Plastic Cap Nails - 1" (3000 Cnt)	1.00	BX
Tri-Built Wet/Dry Plastic Roof Cement - Summer Grade (5 Gal)	1.00	EA
Tri-Built SA Plybase (2 Sq)	6.00	RL
Tri-Built SA Cap Sheet (1 Sq)	11.00	SQ
Labor		
Secure Roofing Permit	1.00	EA
Deliver Roofing Material to Rooftop	1.00	EA
Remove & Dispose of Current Roof Material	1.00	EA
Protect Landscaping & Pick Up Nails With Magnet	1.00	EA
5 Year Workmanship Warranty	1.00	EA
Any 1X2, 1X3, 1X4, 1X6, Etc. Will Be Replaced @7.00 Per LF	0.00	EA
Any 2X4, 2X6 Etc. Will Be Replaced @ 8.50 Per LF	0.00	EA
If we have to hand load the roof material it will be an additional \$7.50 per bundle.	0.00	EA
Additional OSB/Plywood Will Be Replaced @ \$110.00 Per Sheet	0.00	EA
Remove Double or Triple Layers of Underlayment Will Be An Additional \$10.00 Per Square.	0.00	EA
Remove Two Layers Of Shingles Will Be An Additional \$750.00	0.00	EA
5X5 Wall Flashing To Be Replaced @ 7.10 Per LF	0.00	EA
Elevate ISO 95+ GL Tapered Insulation - Grade 2 - AA - 4'x4'	35.00	EA

--

TOTAL

\$9,800.00

Starting at **\$181/month** with **Acorn** • **APPLY**
FINANCE



ESTIMATES ARE ONLY GOOD FOR TWO WEEKS.

We require a 50% deposit. The balance is due at the completion of the job. If final payment is not received within 10 days of project completion there will be a 7% fee added to the remaining balance.

Shorebreak Inc. nor any of the affiliates that work with us (dumpster company, material delivery company, etc.) are liable for any damage to driveways.

Shorebreak Inc. is not liable for any water lines, a/c lines, etc. that are in the attic.

Shorebreak Inc. is not liable to reinstall any satellite. We will remove it to do the roof. The homeowner is responsible to get the satellite reinstalled.

There is an added 7% fee for any financed roof.

Once the estimate/contract is signed and the deposit is made. If the customer cancels the job before we start, we will only refund 50% of the deposit.

If Shorebreak Inc. has to hire an attorney collect any remaining funds due, the customer agrees to pay for Shorebreak Incs. attorney fees.



Company Authorized Signature

Date

Customer Signature

Date

Customer Signature

Date

10/31/2023



Shorebreak Inc
 Shorebreak Inc.
 96041 Nassau Pl.
 Yulee Fl. 32097
 Phone: 904-624-0225

Company Representative
 Jay Barniak
 Phone: (904) 753-2105
 jay@shorebreakservices.com

Chip Dellinger
Amelia Concourse
 85200 Amaryllis Court
 Fernandina Beach, FL 32034
 (904) 631-5135

Job: Chip Dellinger

Roofing Section

	Qty	Unit
Elevate UltraPly TPO Membrane - .045 - 10'x100' - White	2.00	RL
Versico Versiweld TPO Universal Corner - White	4.00	EA
Tri-Built Heavy Duty TPO Retro Drain (4")	2.00	PC
GAF EverGuard TPO Seam Cleaner (1 Gal)	1.00	EA
Labor		
Secure Roofing Permit	1.00	EA
Deliver Roofing Material to Rooftop	1.00	EA
Remove & Dispose of Current Roof Material	1.00	EA
Protect Landscaping & Pick Up Nails With Magnet	1.00	EA
5 Year Workmanship Warranty	1.00	EA
Any 1X2, 1X3, 1X4, 1X6, Etc. Will Be Replaced @7.00 Per LF	0.00	EA
Any 2X4, 2X6 Etc. Will Be Replaced @ 8.50 Per LF	0.00	EA
If we have to hand load the roof material it will be an additional \$7.50 per bundle.	0.00	EA
Additional OSB/Plywood Will Be Replaced @ \$110.00 Per Sheet	0.00	EA
Remove Double or Triple Layers of Underlayment Will Be An Additional \$10.00 Per Square.	0.00	EA
Remove Two Layers Of Shingles Will Be An Additional \$750.00	0.00	EA
5X5 Wall Flashing To Be Replaced @ 7.10 Per LF	0.00	EA

--

TOTAL

\$22,000.00

Starting at **\$347/month** with **Acorn** • **APPLY**
FINANCE



ESTIMATES ARE ONLY GOOD FOR TWO WEEKS.

We require a 50% deposit. The balance is due at the completion of the job. If final payment is not received within 10 days of project completion there will be a 7% fee added to the remaining balance.

Shorebreak Inc. nor any of the affiliates that work with us (dumpster company, material delivery company, etc.) are liable for any damage to driveways.

Shorebreak Inc. is not liable for any water lines, a/c lines, etc. that are in the attic.

Shorebreak Inc. is not liable to reinstall any satellite. We will remove it to do the roof. The homeowner is responsible to get the satellite reinstalled.

There is an added 7% fee for any financed roof.

Once the estimate/contract is signed and the deposit is made. If the customer cancels the job before we start, we will only refund 50% of the deposit.

If Shorebreak Inc. has to hire an attorney collect any remaining funds due, the customer agrees to pay for Shorebreak Incs. attorney fees.



Company Authorized Signature

Date

Customer Signature

Date

Customer Signature

Date



NASSAU COUNTY BUILDING DEPARTMENT

96161 NASSAU PLACE
YULEE, FL 32097

Phone 904-530-6250 Fax 904-321-5763 Toll Free 1-800-948-3364

Permit Type: **BUILDING - DO NOT USE**

PERMIT NUMBER

BL - B07-19966

Issue Date: 05/24/2007

Property Number	Property Address
30-2N-28-0150-06TA-0000	85152 AMARYLLIS COURT FERNANDINA BEACH, FL 32034

Lot Number:

Subdivision: AMELIA...

Owner Information	Owner Address
AMELIA CONCOURSE DEVELOPMENT,	317 CENTRE ST FERNANDINA BEACH, FL 32034
Contractor Information	Contractor Address
SMITH, MARK S RAINIER CONSTRUCTION INC (407) 948-3853	234 CHESTNUT RIDGE ST WINTER SPRINGS, FL 32708

Building Information			
Prop. Use:	ZLCO COMMERICAL	Est. Construction Cost:	\$67,000
Proj. Description:	VOID - NEW CONSTRUCTION		
Scope of Work:	20 X 24 UNMANNED COMMUNICATION BUILDING TO HOUSE ELECTRONIC EQUIPMENT USED FOR VOICE/TV CABLE/DATA SERVICES		

Permit Fees:

CONVERTED FEE

\$980.24

TOTAL FEES:

\$980.24

Separate permits are required for ELECTRICAL, PLUMBING, HEATING, VENTILATING, or AIR CONDITIONING. In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies.

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction work is suspended or abandoned for a period of 180 days at any time after work is commenced.

Signature of Owner/Contractor

Date

Application Number:	AP07-105559	Total Fees Paid:	\$980.24
---------------------	-------------	------------------	----------

BOARD OF COMMISSIONERS

APPLICATION PROFILE

GENERAL APPLICATION

Application ref AP07-105559 Fee Effective Dt 05/03/2007
Department BUILDING & ZONING INSPECTIONS
Location 85152 AMARYLLIS COURT
Parcel 30-2N-28-0150-06TA-0000
Cross streets
Add'l loc desc A1A TO NORTH HAMPTON MAKE A LEFT TO AMARYLLIS CT
Municipality FERNANDINA BEACH
Subdivision AMELIA CONCOURSE Lot
Existing use memo
Current Zoning COMMERCIAL
Flood zone AREA WITH 0.25 CHANCE OF FLO
Applicant **UNKNOWN
Proj/Activity VOID - NEW CONSTRUCTION
Class of work NEW CONSTRUCTION
Description 20 X 24 UNMANNED COMMUNICATION BUILDING TO HOUSE ELECTRONIC E
QUIPMENT USED FOR VOICE/TV CABLE/DATA SERVICES
Proposed use memo
Proposed zoning COMMERCIAL
Flood zone AREA WITH 0.25 CHANCE OF FLO
Non-conforming N
Applic received 05/03/07
Estimated cost 67,000
Estim start/end
Actual start/end 11/16/07
Impervious Surf 0.00
Semi-Pervious
Assigned to
Status COMPLETE
Status code desc COMPLETE Multiple submissions N
Next action Government owned N
memo
Ordinance ref
Reason for app
Parent app Point in time fee effective date
Fee expiration date 05/03/2007

PERMITS

Type	Permit Number	Status	Issued	Fee	Unpaid Amt
BLC	B07-19966	COMPLT	05/24/07	980.24	.00

** END OF REPORT - Generated by Jessica White **



NASSAU COUNTY BUILDING DEPARTMENT

96161 NASSAU PLACE
YULEE, FL 32097

Phone 904-530-6250 Fax 904-321-5763 Toll Free 1-800-948-3364

Permit Type: **ELECTRIC CONVERTED**

PERMIT NUMBER

EL - E07-19963

Issue Date: 09/11/2007

Property Number	Property Address
30-2N-28-0150-06TA-0000	85152 AMARYLLIS COURT FERNANDINA BEACH, FL 32034

Lot Number:

Subdivision: AMELIA...

Owner Information	Owner Address
AMELIA CONCOURSE DEVELOPMENT,	317 CENTRE ST FERNANDINA BEACH, FL 32034
Contractor Information	Contractor Address
FAGAN, PAUL JOHN ATLAS SOLUTIONS INC (941) 345-7357	6225 EAST 21ST, SUITE C BRADENTON, FL 34203

Building Information			
Prop. Use:	ZLCO COMMERICAL	Est. Construction Cost:	\$10,000
Proj. Description:	VOID - NEW CONSTRUCTION		
Scope of Work:	200 AMP SVC AND WIRING FOR 20 X 24 UNMANNED COMMUNICATION BUILDING TO HOUSE ELECTRONIC EQUIPMENT USED FOR VOICE/TV CABLE/		

Permit Fees:

CONVERTED FEE

\$153.00

TOTAL FEES:

\$153.00

Separate permits are required for ELECTRICAL, PLUMBING, HEATING, VENTILATING, or AIR CONDITIONING. In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies.

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction work is suspended or abandoned for a period of 180 days at any time after work is commenced.

Signature of Owner/Contractor

Date

Application Number:	AP07-108664	Total Fees Paid:	\$153.00
---------------------	-------------	------------------	----------

BOARD OF COMMISSIONERS

APPLICATION PROFILE

GENERAL APPLICATION

Application ref AP07-108664 Fee Effective Dt 09/11/2007
Department BUILDING & ZONING INSPECTIONS
Location 85152 AMARYLLIS COURT
Parcel 30-2N-28-0150-06TA-0000
Cross streets
Add'l loc desc A1A TO NORTH HAMPTON MAKE A LEFT TO AMARYLLIS CT
Municipality FERNANDINA BEACH
Subdivision AMELIA CONCOURSE Lot
Existing use COMMERICAL
memo
Current Zoning
Flood zone AREA WITH 0.25 CHANCE OF FLO
Applicant **UNKNOWN
Proj/Activity VOID - NEW CONSTRUCTION
Class of work NEW CONSTRUCTION
Description 200 AMP SVC AND WIRING FOR 20 X 24 UNMANNED COMMUNICATION BUI
LDING TO HOUSE ELECTRONIC EQUIPMENT USED FOR VOICE/TV CABLE/
COMMERICAL
Proposed use
memo
Proposed zoning
Flood zone AREA WITH 0.25 CHANCE OF FLO
Non-conforming N
Applic received 09/11/07
Estimated cost 10,000
Estim start/end
Actual start/end 11/06/07
Impervious Surf 0.00
Semi-Pervious
Assigned to
Status COMPLETE
Status code desc COMPLETE Multiple submissions N
Next action Government owned N
memo
Ordinance ref
Reason for app
Parent app Point in time fee effective date
Fee expiration date 09/11/2007

PERMITS

Type	Permit Number	Status	Issued	Fee	Unpaid Amt
DO NOT USE	E07-19963	COMPLT	09/11/07	153.00	.00

** END OF REPORT - Generated by Jesica white **



NASSAU COUNTY BUILDING DEPARTMENT

96161 NASSAU PLACE
YULEE, FL 32097

Phone 904-530-6250 Fax 904-321-5763 Toll Free 1-800-948-3364

Permit Type: **ELECTRIC CONVERTED**

PERMIT NUMBER

EL - E13-25773

Issue Date: 01/22/2013

Property Number	Property Address
30-2N-28-0150-06TA-0000	85152 AMARYLLIS COURT FERNANDINA BEACH, FL 32034

Lot Number:

Subdivision: AMELIA...

Owner Information	Owner Address
AMELIA CONCOURSE DEVELOPMENT,	317 CENTRE ST FERNANDINA BEACH, FL 32034
Contractor Information	Contractor Address
EFFINGER, JERRY LEE JR FIRST COAST ELECTRIC LLC (904) 779-5491	P.O. BOX 60995 JACKSONVILLE, FL 32236

Building Information		
Prop. Use:	ZLCO COMMERICAL	Est. Construction Cost:
Proj. Description:	VOID - NEW CONSTRUCTION	
Scope of Work:	INSTALL 100 AMP SVC FOR AT&T UVERSE CABINET	

Permit Fees:

CONVERTED FEE

\$64.00

TOTAL FEES:

\$64.00

Separate permits are required for ELECTRICAL, PLUMBING, HEATING, VENTILATING, or AIR CONDITIONING. In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies.

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction work is suspended or abandoned for a period of 180 days at any time after work is commenced.

Signature of Owner/Contractor

Date

Application Number:	AP12-135169	Total Fees Paid:	\$64.00
---------------------	-------------	------------------	---------

BOARD OF COMMISSIONERS

APPLICATION PROFILE

GENERAL APPLICATION

Application ref AP12-135169 Fee Effective Dt 12/21/2012
Department BUILDING & ZONING INSPECTIONS
Location 85152 AMARYLLIS COURT
Parcel 30-2N-28-0150-06TA-0000
Cross streets
Add'l loc desc A1A TO NORTH HAMPTON MAKE A LEFT TO AMARYLLIS CT
Municipality FERNANDINA BEACH
Subdivision AMELIA CONCOURSE Lot
Existing use memo
Current Zoning COMMERCIAL
Flood zone AREA WITH 0.25 CHANCE OF FLO
Applicant **UNKNOWN
Proj/Activity VOID - NEW CONSTRUCTION
Class of work NEW CONSTRUCTION
Description INSTALL 100 AMP SVC FOR AT&T UVERSE CABINET
Proposed use memo
Proposed zoning COMMERCIAL
Flood zone AREA WITH 0.25 CHANCE OF FLO
Non-conforming N
Applic received 12/21/12
Estimated cost 0
Estim start/end
Actual start/end 06/03/20
Impervious Surf 0.00
Semi-Pervious
Assigned to
Status COMPLETE
Status code desc COMPLETE Multiple submissions N
Next action Government owned N
memo
Ordinance ref
Reason for app
Parent app Point in time fee effective date
Fee expiration date 12/21/2012

PERMITS

Type	Permit Number	Status	Issued	Fee	Unpaid Amt
DO NOT USE	E13-25773	COMPLT	01/22/13	64.00	.00

** END OF REPORT - Generated by Jesica White **



NASSAU COUNTY BUILDING DEPARTMENT

96161 NASSAU PLACE
YULEE, FL 32097

Phone 904-530-6250 Fax 904-321-5763 Toll Free 1-800-948-3364

Permit Type: **MECHANICAL CONVERTED**

PERMIT NUMBER

ME - M07-13236

Issue Date: 08/28/2007

Property Number	Property Address
30-2N-28-0150-06TA-0000	85152 AMARYLLIS COURT FERNANDINA BEACH, FL 32034

Lot Number:

Subdivision: AMELIA...

Owner Information	Owner Address
AMELIA CONCOURSE DEVELOPMENT,	317 CENTRE ST FERNANDINA BEACH, FL 32034
Contractor Information	Contractor Address
GEMBECKI, MARK GEMBECKI MECHANICAL SRVC, INC (407) 695-6646	1311 SEMINOLE BOULEVARD CASSELBERRY, FL 32707

Building Information		
Prop. Use:	ZLCO COMMERICAL	Est. Construction Cost:
Proj. Description:	VOID - NEW CONSTRUCTION	
Scope of Work:	(2) 2 TON UNITS FOR 20 X 24 UNMANNED COMMUNICATION BUILDING T O HOUSE ELECTRONIC EQUIPMENT USED FOR VOICE/TV CABLE/DATA SE	

Permit Fees:

CONVERTED FEE

\$70.00

TOTAL FEES:

\$70.00

Separate permits are required for ELECTRICAL, PLUMBING, HEATING, VENTILATING, or AIR CONDITIONING. In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies.

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction work is suspended or abandoned for a period of 180 days at any time after work is commenced.

Signature of Owner/Contractor

Date

Application Number:	AP07-108413	Total Fees Paid:	\$70.00
---------------------	-------------	------------------	---------

BOARD OF COMMISSIONERS

APPLICATION PROFILE

GENERAL APPLICATION

Application ref AP07-108413 Fee Effective Dt 08/28/2007
Department BUILDING & ZONING INSPECTIONS
Location 85152 AMARYLLIS COURT
Parcel 30-2N-28-0150-06TA-0000
Cross streets
Add'l loc desc A1A TO NORTH HAMPTON MAKE A LEFT TO AMARYLLIS CT
Municipality FERNANDINA BEACH
Subdivision AMELIA CONCOURSE Lot
Existing use memo
Current Zoning COMMERCIAL
Flood zone AREA WITH 0.25 CHANCE OF FLO
Applicant **UNKNOWN
Proj/Activity VOID - NEW CONSTRUCTION
Class of work NEW CONSTRUCTION
Description (2) 2 TON UNITS FOR 20 X 24 UNMANNED COMMUNICATION BUILDING T
O HOUSE ELECTRONIC EQUIPMENT USED FOR VOICE/TV CABLE/DATA SE
Proposed use COMMERCIAL
Proposed zoning memo
Flood zone AREA WITH 0.25 CHANCE OF FLO
Non-conforming N
Applic received 08/28/07
Estimated cost 0
Estim start/end
Actual start/end 11/06/07
Impervious Surf 0.00
Semi-Pervious
Assigned to
Status COMPLETE
Status code desc COMPLETE Multiple submissions N
Next action Government owned N
Ordinance ref memo
Reason for app
Parent app Point in time fee effective date
Fee expiration date 08/28/2007

PERMITS

Type	Permit Number	Status	Issued	Fee	Unpaid Amt
MECH	M07-13236	COMPLT	08/28/07	70.00	.00

** END OF REPORT - Generated by Jesica white **



NASSAU COUNTY BUILDING DEPARTMENT

96161 NASSAU PLACE
YULEE, FL 32097

Phone 904-530-6250 Fax 904-321-5763 Toll Free 1-800-948-3364

Permit Type: **ROOFING**

PERMIT NUMBER

RO - R07-10401

Issue Date: 05/24/2007

Property Number	Property Address
30-2N-28-0150-06TA-0000	85152 AMARYLLIS COURT FERNANDINA BEACH, FL 32034

Lot Number:

Subdivision: AMELIA...

Owner Information	Owner Address
AMELIA CONCOURSE DEVELOPMENT,	317 CENTRE ST FERNANDINA BEACH, FL 32034
Contractor Information	Contractor Address
SMITH, MARK S RAINIER CONSTRUCTION INC (407) 948-3853	234 CHESTNUT RIDGE ST WINTER SPRINGS, FL 32708

Building Information			
Prop. Use:	ZLCO COMMERICAL	Est. Construction Cost:	\$5,000
Proj. Description:	VOID - NEW CONSTRUCTION		
Scope of Work:	ROOFING FOR A 20 X 24 UNMANNED COMMUNICATION BUILDING TO HOUSE ELECTRONIC EQUIPMENT USED FOR VOICE/TV CABLE/DATA SERVICES		

Permit Fees:

CONVERTED FEE

\$88.00

TOTAL FEES:

\$88.00

Separate permits are required for ELECTRICAL, PLUMBING, HEATING, VENTILATING, or AIR CONDITIONING. In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies.

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction work is suspended or abandoned for a period of 180 days at any time after work is commenced.

Signature of Owner/Contractor

Date

Application Number:	AP07-105567	Total Fees Paid:	\$88.00
---------------------	-------------	------------------	---------

BOARD OF COMMISSIONERS

APPLICATION PROFILE

GENERAL APPLICATION

Application ref AP07-105567 Fee Effective Dt 05/03/2007
Department BUILDING & ZONING INSPECTIONS
Location 85152 AMARYLLIS COURT
Parcel 30-2N-28-0150-06TA-0000
Cross streets
Add'l loc desc A1A TO NORTH HAMPTON MAKE A LEFT TO AMARYLLIS CT
Municipality FERNANDINA BEACH
Subdivision AMELIA CONCOURSE Lot
Existing use memo
Current Zoning COMMERCIAL
Flood zone AREA WITH 0.25 CHANCE OF FLO
Applicant **UNKNOWN
Proj/Activity VOID - NEW CONSTRUCTION
Class of work NEW CONSTRUCTION
Description ROOFING FOR A 20 X 24 UNMANNED COMMUNICATION BUILDING TO HOUS
E ELECTRONIC EQUIPMENT USED FOR VOICE/TV CABLE/DATA SERVICES
Proposed use memo
Proposed zoning COMMERCIAL
Flood zone AREA WITH 0.25 CHANCE OF FLO
Non-conforming N
Applic received 05/03/07
Estimated cost 5,000
Estim start/end
Actual start/end 10/29/07
Impervious Surf 0.00
Semi-Pervious
Assigned to
Status COMPLETE
Status code desc COMPLETE Multiple submissions N
Next action Government owned N
memo
Ordinance ref
Reason for app
Parent app Point in time fee effective date
Fee expiration date 05/03/2007

PERMITS

Type	Permit Number	Status	Issued	Fee	Unpaid Amt
ROOFING	R07-10401	COMPLT	05/24/07	88.00	.00

** END OF REPORT - Generated by Jesica White **

NINTH ORDER OF BUSINESS

C.

11/14/2023

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

November 14th, 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

- GMS 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

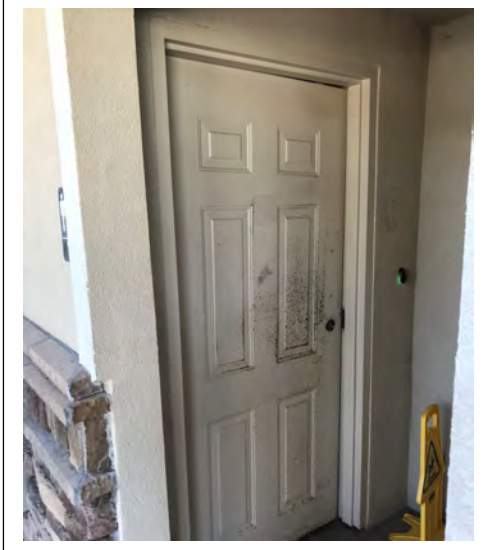
Completed Projects – Pool Equipment



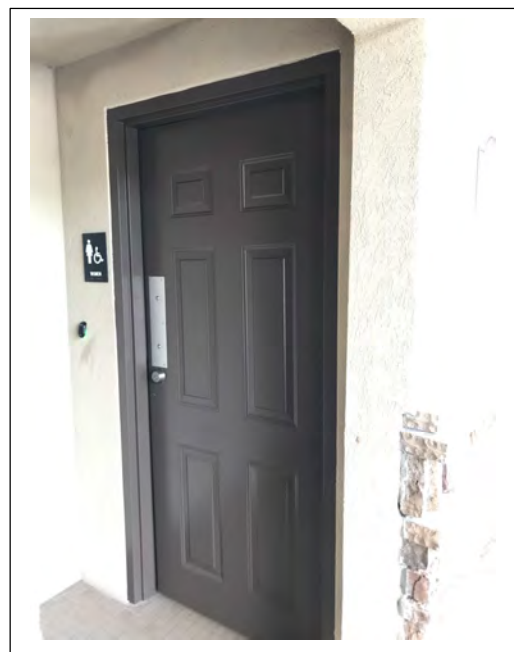
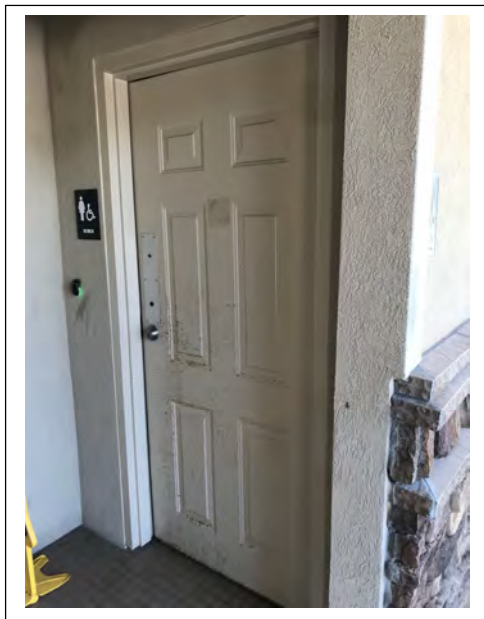
- Some Compac containers have been repaired and new hardware/shocks installed.



Completed Projects – Amenity Center



- Men's and Women's restroom doors have been painted, refinished and new hardware installed. The remaining bathroom doors will all be painted to match and improve appearance.

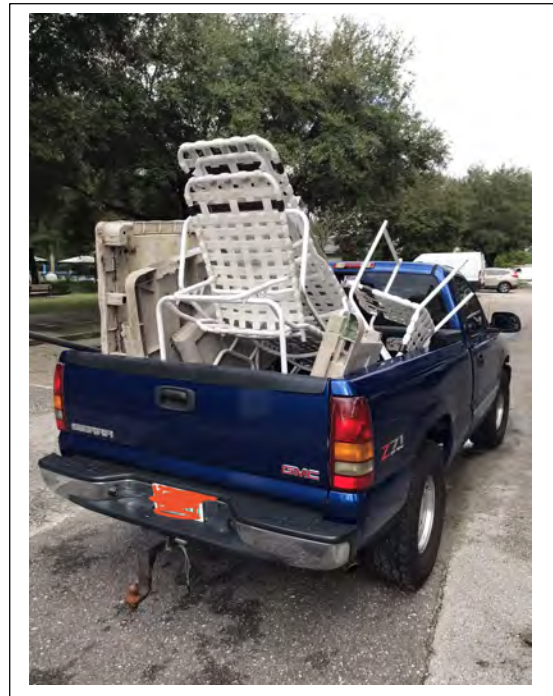


Completed Projects – Amenity Center



- Playground mulch has been installed.
- Yearly fire extinguisher inspection has been completed and certified.

- Old pool furniture and equipment has been disposed of.

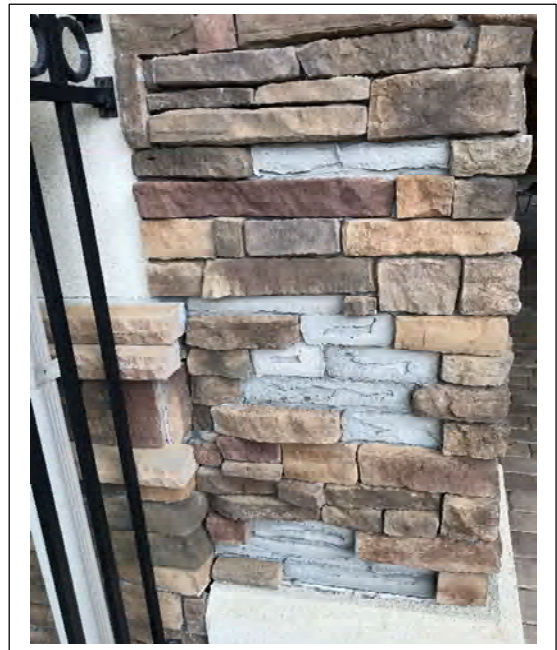


In Progress Projects- Amenity Center



- Receiving quotes for potential auxiliary parking.
- Receiving quotes for tree trimming and clearing road frontage, phase 3.

- Missing stones along exterior of amenity center will be resecured



In Progress Projects- Amenity Center

- Amenity center white fencing will be pressure washed.
- Missing soap dispensers will be replaced and reinstalled.
- Maglocks on main gate to be repaired.



In Progress Projects - Pool Deck

- Some pool equipment still requires repairs and need cleaning.



- Fencing needs to be cleaned and repainted



Action Items Report			
Amelia Concourse CDD			
Action Items Reported on:	Updated 11/6	By: Chip Dellinger	
Action Items	Date Completed	Initials	Comments
Amenity Center - Women's Restroom	9/25/2023	CD	Door needs to be painted, both sides. Repairs needed for alignment. Doors will also be cleaned and painted by GMS.
Amenity Center - Men's Restroom	9/25/2023	CD	Door needs to be painted, both sides. Repairs needed for alignment. Doors will also be cleaned and painted by GMS.
AT&T Building	10/5/2023	CD	Lock on AT&T building preventing access to assess property. Cut lock off and replaced with new lock. Gained access to and assessed property for repair proposals.
Playground	10/12/2023	Contract	Play ground mulch is low in high traffic areas. Contracted installation of playground mulch through Brighview.
Amenity Center- Pool Pack area	10/13/2023	CD	Old storage cabinet is broken and being used by teenagers to hop fence into pool. Dismantle and dispose of old plastic storage cabinet in pool pack area.
Amenity Center pool area	10/16/2023	CD	Lounge chairs need to be cleaned. Old chairs disposed of (did not match new set)
Amenity Center- Pool Pack area	10/19/2023	CD	Stenner pump went out on acid feeder to main pool. Required a replacement motor (bid from pool company was \$970). Went through pool pack area and removed old stenner pumps from old equipment left in packs. Tested and put together working pump and feeder. Had pool company install.
Amenity Center- Pool Pack area	10/26/2023	CD	Sump pump broken and leaving water standing where pump stand is located leading to corrosion. Replaced pump with Little Giant 1/3hp pump. Cleaned compac container of rust and debris.
Amenity Center- Meeting room	10/26/2023	Contract	Fire Extinguishers needed yearly check and certification x3. Inspection and approval completed by Gator Fire Extinguishers
Amenity Center - pool equipment area		In Progress	ComPac containers for pools need cleaning. Cleaning will be provided by GMS
Amenity Center - pool equipment area		In Progress	ComPac containers need repair - some need to be replaced. Repairs will be provided by GMS.
Amenity Center - along walkway to entrance to clubhouse.		Bidding	Sod or landscape material needed to fill the void.
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			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 Aluminum Fence			Mag lock on main gate is rotating. Carriage bolt into aluminum failure.
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

Conclusion

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

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

Respectfully,
Chip Dellinger



TENTH ORDER OF BUSINESS

A.

Amelia Concourse

Community Development District

Unaudited Financial Reporting
September 30, 2023



AMELIA CONCOURSE
Community Development District
Combined Balance Sheet
September 30, 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	\$305,513	---	---	---	---	\$305,513
Cash-Regions	---	\$5,997	---	---	---	\$5,997
Investments:						
<u>2007 Series</u>						
Reserve	---	---	\$113,068	---	---	\$113,068
Revenue	---	---	\$93,796	---	---	\$93,796
Prepayment	---	---	\$11,277	---	---	\$11,277
Construction	---	---	---	\$330	---	\$330
Cost of Issuance	---	---	---	\$1	---	\$1
Deferred Cost	---	---	---	\$363	---	\$363
<u>2016 Series</u>						
Reserve	---	---	\$72,650	---	---	\$72,650
Revenue	---	---	\$84,386	---	---	\$84,386
Prepayment	---	---	\$937	---	---	\$937
<u>2019A Series</u>						
Reserve	---	---	\$106,301	---	---	\$106,301
Revenue	---	---	\$74,490	---	---	\$74,490
Prepayment	---	---	\$95	---	---	\$95
Construction	---	---	---	\$3,514	---	\$3,514
<u>2019B Series</u>						
Reserve	---	---	\$2,006	---	---	\$2,006
Revenue	---	---	\$2,272	---	---	\$2,272
Interest	---	---	\$4	---	---	\$4
Prepayment	---	---	\$26,138	---	---	\$26,138
Construction	---	---	---	\$616,285	---	\$616,285
Investmnet - SBA	\$57,699	---	---	---	\$166,066	\$223,765
Investment - Custody	\$44,890	---	---	---	---	\$44,890
Due from Capital Reserve Fund	\$3,264	---	---	---	---	\$3,264
Electric Deposits	\$2,475	---	---	---	---	\$2,475
Prepaid Expenses	\$36,242	---	---	---	---	\$36,242
TOTAL ASSETS	\$450,082	\$5,997	\$587,420	\$620,492	\$166,066	\$1,830,057
Liabilities:						
Accounts Payable	\$1,241	---	---	---	---	\$1,241
Accrued Expenses	\$3,971	---	---	---	---	\$3,971
Fund Balances:						
Restricted for Debt Service	---	---	\$587,420	---	---	\$587,420
Restricted for Capital Projects	---	---	---	\$620,492	---	\$620,492
Nonspendable	\$38,716	---	---	---	---	\$38,716
Unassigned	\$406,154	\$5,997	---	---	\$166,066	\$578,217
Total Liabilities, Fund Equity, Other	\$450,082	\$5,997	\$587,420	\$620,492	\$166,066	\$1,830,057

AMELIA CONCOURSE
Community Development District
GENERAL FUND
Statement of Revenues & Expenditures
For The Period Ending September 30, 2023

Adopted Budget	Prorated Budget 9/30/23	Actual 9/30/23	VARIANCE
---------------------------	------------------------------------	---------------------------	-----------------

REVENUES:

Assessment - Tax Roll	\$421,342	\$421,342	\$427,323	\$5,981
Interest Income	\$100	\$100	\$9,751	\$9,651
Rental Revenue/Miscellaneous Income	\$500	\$500	\$1,119	\$619
TOTAL REVENUES	\$421,942	\$421,942	\$438,193	\$16,251

EXPENDITURES:

ADMINISTRATIVE:

Supervisors	\$6,000	\$6,000	\$4,800	\$1,200
FICA Expense	\$459	\$459	\$367	\$92
Travel	\$300	\$300	\$0	\$300
Engineering	\$17,000	\$17,000	\$6,953	\$10,048
Attorney Fees	\$25,000	\$25,000	\$46,551	(\$21,551)
Annual Audit	\$4,350	\$4,350	\$4,350	\$0
Dissemination	\$10,500	\$10,500	\$11,200	(\$700)
Assessment Roll	\$7,500	\$7,500	\$7,500	\$0
Property Appraiser	\$2,175	\$2,175	\$4,093	(\$1,918)
Trustee Fees	\$10,000	\$10,000	\$10,544	(\$544)
Arbitrage	\$1,800	\$1,800	\$1,200	\$600
Management Fees	\$47,250	\$47,250	\$47,262	(\$12)
Information Technology	\$2,000	\$2,000	\$2,000	(\$0)
Website Maintenance	\$1,000	\$1,000	\$1,000	\$0
Telephone	\$500	\$500	\$182	\$318
Postage	\$1,000	\$1,000	\$1,213	(\$213)
Insurance	\$11,353	\$11,353	\$10,171	\$1,182
Printing and Binding	\$1,500	\$1,500	\$657	\$843
Legal Advertising	\$2,500	\$2,500	\$958	\$1,542
Other Current Charges	\$550	\$550	\$600	(\$50)
Office Supplies	\$150	\$150	\$10	\$140
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
TOTAL ADMINISTRATIVE	\$153,062	\$153,062	\$161,787	(\$8,725)

FIELD:

Contract Services:

Landscape Maintenance	\$25,000	\$25,000	\$27,968	(\$2,968)
Lake Maintenance	\$7,354	\$7,354	\$4,048	\$3,306
Management Company	\$7,639	\$7,639	\$7,688	(\$49)
Facility Management	\$0	\$0	\$2,333	(\$2,333)
Subtotal Contract Services	\$39,993	\$39,993	\$42,037	(\$2,044)

Repairs & Maintenance:

Repairs & Maintenance	\$16,800	\$16,800	\$24,900	(\$8,100)
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	\$27,800	\$38,262	(\$10,462)

AMELIA CONCOURSE
Community Development District
GENERAL FUND
Statement of Revenues & Expenditures
For The Period Ending September 30, 2023

	Adopted Budget	Prorated Budget 9/30/23	Actual 9/30/23	VARIANCE
Utilities:				
Electric	\$30,800	\$30,800	\$33,461	(\$2,661)
Water & Sewer	\$19,250	\$19,250	\$12,756	\$6,494
Subtotal Utilities	\$50,050	\$50,050	\$46,217	\$3,833
Amenity Center:				
Insurance	\$16,156	\$16,156	\$14,548	\$1,608
Pool Maintenance	\$16,000	\$16,000	\$14,967	\$1,033
Pool Chemicals	\$13,728	\$13,728	\$11,514	\$2,214
Pool Permits	\$530	\$530	\$515	\$15
Cable	\$2,000	\$2,000	\$465	\$1,535
Janitorial	\$5,600	\$5,600	\$6,477	(\$877)
Facility Maintenance	\$10,000	\$10,000	\$1,529	\$8,471
Pest Control	\$1,500	\$1,500	\$1,269	\$231
Refuse	\$660	\$660	\$703	(\$43)
Holiday Decorations	\$5,500	\$5,500	\$0	\$5,500
Subtotal Amenity Center	\$71,674	\$71,674	\$51,987	\$19,687
Reserves:				
Capital Outlay	\$4,363	\$4,363	\$0	\$4,363
Capital Reserve Fund	\$75,000	\$75,000	\$75,000	\$0
Subtotal Amenity Center	\$79,363	\$79,363	\$75,000	\$4,363
TOTAL FIELD	\$268,880	\$268,880	\$253,504	\$15,376
TOTAL EXPENDITURES	\$421,942	\$421,942	\$415,291	\$6,651
EXCESS REVENUES (EXPENDITURES)	\$0		\$22,902	
FUND BALANCE - Beginning	\$0		\$421,969	
FUND BALANCE - Ending	\$0		\$444,871	

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	\$433	\$467	\$9,751
Rental/Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$44	\$0	\$0	\$0	\$0	\$1,075	\$0	\$1,119
Total Revenues	\$507	\$31,437	\$369,376	\$5,553	\$9,385	\$11,433	\$2,475	\$3,728	\$1,925	\$398	\$1,508	\$467	\$438,193
Expenditures:													
Administrative													
Supervisors	\$0	\$800	\$0	\$600	\$0	\$800	\$600	\$600	\$0	\$600	\$0	\$800	\$4,800
FICA Expense	\$0	\$61	\$0	\$46	\$0	\$61	\$46	\$46	\$0	\$46	\$0	\$61	\$367
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	\$765	\$2,671	\$4,600	\$5,394	\$0	\$0	\$46,551
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	\$875	\$875	\$11,200
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	\$600	\$0	\$1,200
Management Fees	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$3,950	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$3,938	\$47,262
Information Technology	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$167	\$2,000
Website Maintenance	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$83	\$1,000
Telephone	\$6	\$39	\$0	\$26	\$0	\$0	\$0	\$22	\$0	\$64	\$0	\$26	\$182
Postage	\$21	\$15	\$47	\$62	\$16	\$74	\$23	\$14	\$829	\$53	\$39	\$19	\$1,213
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	\$94	\$98	\$657
Legal Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$866	\$0	\$0	\$92	\$958
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	\$10
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	\$12,510	\$9,111	\$12,234	\$17,965	\$5,796	\$6,158	\$161,787
FIELD													
Landscape Maintenance	\$1,469	\$1,469	\$1,469	\$2,618	\$2,618	\$2,618	\$2,618	\$2,618	\$2,618	\$2,618	\$2,618	\$2,618	\$27,968
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	\$368	\$0	\$4,048
Management Company	\$595	\$595	\$595	\$595	\$595	\$595	\$595	\$595	\$595	\$0	\$1,667	\$667	\$7,688
Facility Management	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,167	\$1,167	\$2,333
Repairs & Maintenance	\$119	\$1,090	\$2,541	\$538	\$674	\$65	\$2,250	\$5,433	\$0	\$3,774	\$6,369	\$2,047	\$24,900
Irrigation Repairs	\$0	\$0	\$363	\$0	\$2,047	\$0	\$0	\$476	\$0	\$0	\$0	\$0	\$2,886
Electric	\$2,608	\$2,438	\$2,377	\$2,817	\$2,698	\$2,889	\$2,972	\$2,933	\$2,960	\$2,982	\$2,910	\$2,877	\$33,461
Water & Sewer	\$1,236	\$1,055	\$821	\$731	\$1,285	\$1,028	\$1,094	\$1,028	\$1,241	\$1,015	\$1,128	\$1,094	\$12,756
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	\$2,733	\$1,433	\$14,967
Pool Chemicals	\$788	\$0	\$618	\$799	\$0	\$0	\$1,778	\$1,492	\$0	\$3,425	\$2,614	\$0	\$11,514
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	\$1,470	\$1,470	\$6,477
Facility Maintenance	\$110	\$110	\$110	\$110	\$259	\$110	\$170	\$110	\$110	\$110	\$110	\$110	\$1,529
Pest Control	\$77	\$77	\$77	\$77	\$77	\$79	\$79	\$79	\$410	\$79	\$79	\$79	\$1,269
Refuse	\$56	\$90	\$55	\$59	\$55	\$55	\$55	\$57	\$57	\$52	\$57	\$57	\$703
Holiday Decorations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$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	\$75,000	\$75,000
Total Field	\$24,532	\$11,790	\$10,988	\$10,306	\$12,268	\$9,400	\$13,572	\$19,931	\$12,931	\$15,877	\$23,290	\$88,618	\$253,504
Total Expenses	\$62,587	\$33,090	\$18,459	\$19,641	\$24,188	\$19,332	\$26,082	\$29,042	\$25,165	\$33,842	\$29,086	\$94,777	\$415,291
Excess Revenues (Expenditures)	(\$62,079)	(\$1,653)	\$350,917	(\$14,088)	(\$14,803)	(\$7,899)	(\$23,607)	(\$25,314)	(\$23,240)	(\$33,444)	(\$27,578)	(\$94,310)	\$22,902

AMELIA CONCOURSE
Community Development District

AMELIA CONCOURSE SPE, LLC

Statement of Revenues & Expenditures
For The Period Ending September 30, 2023

	Adopted Budget	Prorated Budget 9/30/23	Actual 9/30/23	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	\$150	\$139	\$11
Bank Charges/Other Current	\$1,500	\$1,500	\$310	\$1,190
Contingency/Miscellaneous	\$2,500	\$2,500	\$500	\$2,000
Insurance - Liability	\$1,500	\$1,500	\$1,365	\$135
Management Fees	\$20,000	\$20,000	\$9,000	\$11,000
TOTAL EXPENDITURES	\$25,650	\$25,650	\$11,314	\$14,336
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 September 30, 2023

	Adopted Budget	Prorated Budget 9/30/23	Actual 9/30/23	VARIANCE
<u>REVENUES:</u>				
Assessment - Tax Roll	\$116,683	\$116,683	\$114,018	(\$2,665)
Interest Income	\$500	\$500	\$147,689	\$147,189
True Up Revenue	\$394,893	\$394,893	\$727,400	\$332,507
Prepayments	\$0	\$0	\$11,277	\$11,277
TOTAL REVENUES	\$512,076	\$512,076	\$1,000,384	\$488,308
<u>EXPENDITURES:</u>				
<u>Series 2007A</u>				
Debt Service Obligation	\$511,375	\$511,375	\$154,531	\$356,844
Principal Expense - 8/1	\$0	\$0	\$4,045,000	(\$4,045,000)
Interest Expense - 8/1	\$0	\$0	\$527,021	(\$527,021)
TOTAL EXPENDITURES	\$511,375	\$511,375	\$4,726,552	(\$4,215,177)
<u>OTHER SOURCES/(USES)</u>				
Interfund Transfer Out	\$0	\$0	(\$2,524)	\$2,524
Interfund Transfer In	\$0	\$0	\$84,324	(\$84,324)
Property Appraiser	\$701	\$701	(\$1,092)	\$1,793
Other Debt Service Costs	\$0	\$0	(\$50,000)	(\$50,000)
TOTAL OTHER SOURCES AND USES	\$701	\$701	\$30,707	(\$130,006)
EXCESS REVENUES (EXPENDITURES)	\$1,402		(\$3,695,461)	
FUND BALANCE - Beginning	\$0		\$3,913,601	
FUND BALANCE - Ending	\$1,402		\$218,140	

Reserve	\$113,068
Revenue	\$93,796
Prepayment	\$11,277
	<u>\$218,140</u>

AMELIA CONCOURSE
Community Development District

2016 DEBT SERVICE FUND
Statement of Revenues & Expenditures
For The Period Ending September 30, 2023

	Adopted Budget	Prorated Budget 9/30/23	Actual 9/30/23	VARIANCE
REVENUES:				
Assessment - Tax Roll	\$149,500	\$149,500	\$150,193	\$693
Assessments - Prepayments	\$0	\$0	\$14,373	\$14,373
Interest Income	\$50	\$50	\$5,700	\$5,650
TOTAL REVENUES	\$149,550	\$149,550	\$170,265	\$20,715
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)	\$2,370
TOTAL OTHER SOURCES AND USES	\$931	\$931	(\$1,439)	\$2,370
EXCESS REVENUES (EXPENDITURES)	\$0		(\$12,624)	\$37,635
FUND BALANCE - Beginning	\$109,972		\$170,597	
FUND BALANCE - Ending	\$109,972		\$157,973	

Reserve	\$72,650
Revenue	\$84,386
Prepayment	\$937
	<u>\$157,973</u>

AMELIA CONCOURSE
Community Development District

2019A DEBT SERVICE FUND
Statement of Revenues & Expenditures
For The Period Ending September 30, 2023

	Proposed Budget	Prorated Budget 9/30/23	Actual 9/30/23	VARIANCE
REVENUES:				
Assessment - Tax Roll	\$212,603	\$212,603	\$186,230	(\$26,373)
Assessments - Prepayments	\$0	\$0	\$48,997	\$48,997
Interest Income	\$50	\$50	\$6,822	\$6,772
TOTAL REVENUES	\$212,653	\$212,653	\$242,048	\$29,395
EXPENDITURES:				
Series 2019A				
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)
Principal Expense - 8/1 (Prepayment)	\$0	\$0	\$20,000	(\$20,000)
Interest Expense - 8/1	\$0	\$0	\$283	(\$283)
TOTAL EXPENDITURES	\$227,380	\$227,380	\$257,098	(\$29,718)
OTHER SOURCES/(USES)				
Property Appraiser	\$1,246	\$1,246	(\$1,784)	\$3,030
Interfund Transfer Out	\$0	\$0	(\$3,181)	\$3,181
TOTAL OTHER SOURCES AND USES	\$1,246	\$1,246	(\$4,965)	\$6,211
EXCESS REVENUES (EXPENDITURES)	(\$14,727)		(\$20,014)	
FUND BALANCE - Beginning	\$85,939		\$200,900	
FUND BALANCE - Ending	\$71,212		\$180,886	

Reserve	\$106,301
Revenue	\$74,490
Prepayment	\$95
	<u>\$180,886</u>

AMELIA CONCOURSE
Community Development District

2019B DEBT SERVICE FUND

Statement of Revenues & Expenditures
For The Period Ending September 30, 2023

	Adopted Budget	Prorated Budget 9/30/23	Actual 9/30/23	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	\$3,342	\$3,242
TOTAL REVENUES	\$38,600	\$38,600	\$401,746	\$363,146
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)
Principal Expense - 8/1 (Prepayment)	\$0	\$0	\$35,000	(\$35,000)
Interest Expense - 8/1	\$0	\$0	\$459	(\$459)
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	\$689,850	(\$651,350)
OTHER SOURCES/(USES)				
Interfund Transfer In/ (Out)	\$0	\$0	(\$338)	(\$338)
TOTAL OTHER SOURCES AND USES	\$38,500	\$0	(\$338)	(\$338)
EXCESS REVENUES (EXPENDITURES)	\$100		(\$288,442)	
FUND BALANCE - Beginning	\$41,426		\$318,862	
FUND BALANCE - Ending	\$41,526		\$30,420	

Reserve	\$2,006
Interest	\$4.16
Revenue	\$2,272
Prepayment	\$26,138
	<u>\$30,420</u>

AMELIA CONCOURSE
Community Development District
Capital Reserve Fund
Statement of Revenues & Expenditures
For The Period Ending September 30, 2023

Adopted Budget	Prorated 9/30/23	Actual 9/30/23	Variance
-------------------	---------------------	-------------------	----------

Revenues:

Interest	\$500	\$500	\$4,691	\$4,191
Capital Reserve Funding - Transfer In	\$75,000	\$75,000	\$75,000	\$0
Total Revenues	\$75,500	\$75,500	\$79,691	\$4,191

Expenditures

Capital Outlay	\$20,000	\$20,000	\$0	\$20,000
Repair and Replacements	\$0	\$0	\$22,970	(\$22,970)
Total Expenditures	\$20,000	\$20,000	\$22,970	(\$2,970)

EXCESS REVENUE (EXPENDITURES)	\$55,500	\$56,721
--------------------------------------	-----------------	-----------------

FUND BALANCE - Beginning	\$89,253	\$109,345
---------------------------------	-----------------	------------------

FUND BALANCE - Ending	\$144,753	\$166,066
------------------------------	------------------	------------------

AMELIA CONCOURSE
Community Development District
CAPITAL PROJECTS FUND
Statement of Revenues & Expenditures
For The Period Ending September 30, 2023

	Series 2007	Series 2019A	Series 2019B
<u>REVENUES:</u>			
Interest Income	\$2,706	\$62	\$24,146
Total Revenues	\$2,706	\$62	\$24,146
<u>EXPENDITURES:</u>			
Contracts Payable	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$6,531
Total Expenditures	\$0	\$0	\$6,531
<u>OTHER SOURCES/(USES)</u>			
Interfund Transfer In	\$2,524	\$7,418	\$338
Interfund Transfer Out	(\$84,324)	\$0	(\$4,237)
Total Other Sources/(Uses)	(\$81,799)	\$7,418	(\$3,899)
EXCESS REVENUES (EXPENDITURES)	(\$79,093)	\$7,479	\$13,716
FUND BALANCE - Beginning	\$79,786	(\$3,965)	\$602,569
FUND BALANCE - Ending	\$693	\$3,514	\$616,285

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:	\$113,067.60
Reserve Balance:	\$113,067.60
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)
Less: August 8, 2023 (Partial Redemption)	(\$4,270,000)
Current Bonds Outstanding	\$1,105,000

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)
Less: August 1, 2023 (Prepayment)	(\$20,000)
Current Bonds Outstanding	\$2,405,000

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)
Less: August 1, 2022 (Prepayment)	(\$35,000)
Current Bonds Outstanding	\$0

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%
----------------------------	--	---------	---------	---------	---------	---------

B.

Amelia Concourse
Community Development District
Check Register Summary
September 1, 2023 through September 30, 2023

Fund	Date	Check #'s	Amount
<i>Payroll</i>	9/22/23	50204-50207	\$ 738.80
			<hr/>
			Sub-Total \$ 738.80
<i>General Fund</i>	9/1/23	2245-2246	\$ 3,318.00
	9/25/23	2247-2256	\$ 21,065.73
	9/28/23	2257-2258	\$ 30,466.94
			<hr/>
			Sub-Total \$ 54,850.67
Total			\$ 55,589.47

PR300R

PAYROLL CHECK REGISTER

RUN 9/22/23 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50204	14	FRED C EICHMANN	184.70	9/22/2023
50205	12	JEFFRY A SNOW	184.70	9/22/2023
50206	13	KIMBERLY CHAMERDA	184.70	9/22/2023
50207	11	WILLIAM J TOOHEY	184.70	9/22/2023
TOTAL FOR REGISTER			738.80	

ACON AMELIA CONCOUR DLAUGHLIN

Attendance Sheet

District Name: Amelia Concourse CDD

Board Meeting Date: September 19, 2023 Meeting

	Name	In Attendance	Fee
1	Fred Eichmann	✓	\$ 200
2	Harvey Greenberg	✓	N/A
3	Bill Toohey	✓	\$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

9/19/23
Date

PLEASE RETURN COMPLETED FORM TO DANIEL LAUGHLIN

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/01/23	00132	9/01/23 8561569	202309 320-57200-46200	SEP LANDSCAPE MAINTENANCE	*	2,618.00	
				BRIGHTVIEW LANDSCAPE SERVICES, INC.			2,618.00 002245
9/01/23	00137	8/15/23 97200	202308 320-57200-46000	AUG CLEANING SERVICES	*	700.00	
				IAN J ROBINSON DBA MAGIC TOUCH			700.00 002246
9/25/23	00136	8/08/23 938	202308 320-57200-62000	POOL REPAIR	*	3,926.51	
		8/28/23 1006	202308 320-57200-45400	POOL CHEMICALS & SERVICE	*	1,634.80	
				C BUSS ENTERPRISES INC			5,561.31 002247
9/25/23	00049	9/01/23 7967	202308 320-57200-62000	ULINE - GARBAGE CAN	*	779.91	
		9/01/23 7967	202308 320-57200-62000	3% PURCHASE FEE	*	23.40	
				FIRST COAST CMS, LLC			803.31 002248
9/25/23	99999	9/25/23 VOID	202309 000-00000-00000	VOID CHECK	C	.00	
				*****INVALID VENDOR NUMBER*****			.00 002249
9/25/23	00005	9/01/23 267	202309 320-57200-34000	SEP CONTRACT ADMIN	*	1,166.67	
		9/01/23 267	202309 320-57200-35100	SEP FACILITY MANAGEMENT	*	1,166.67	
		9/01/23 267	202309 320-57200-46000	SEP JANITORIAL	*	770.00	
		9/01/23 267	202309 320-57200-45300	SEP POOL MAINTENANCE	*	1,433.33	
		9/01/23 268	202309 310-51300-34000	SEP MANAGEMENT FEES	*	3,937.50	
		9/01/23 268	202309 310-51300-52000	SEP WEBSITE ADMIN	*	83.33	
		9/01/23 268	202309 310-51300-35100	SEP INFO TECH	*	166.67	
		9/01/23 268	202309 310-51300-32400	SEP DISSEM AGENT SRVCS	*	875.00	
		9/01/23 268	202309 320-57200-34000	ADMIN OVERPAY INV 265/266	*	500.00-	
		9/01/23 268	202309 310-51300-51000	OFFICE SUPPLIES	*	.33	
		9/01/23 268	202309 310-51300-42000	POSTAGE	*	19.01	

ACON AMELIA CONCOUR OKUZMUK

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		9/01/23 268	202309 310-51300-42500		*	97.50	
		COPIES					
		9/01/23 268	202309 310-51300-41000		*	25.94	
		TELEPHONE					
		9/14/23 270	202309 320-57200-62000		*	1,077.83	
		REPAIRS & MAINT					
		9/14/23 270	202309 300-13100-10101		*	3,263.68	
		4 UMBRELLAS & STANDS					
				GOVERNMENTAL MANAGEMENT SERVICES			13,583.46 002250
9/25/23 00127		9/01/23 391338	202309 320-57200-34500		*	110.00	
		SEP SECURITY SERVICES					
				HI-TECH SYSTEM			110.00 002251
9/25/23 00011		9/14/23 23-00159	202309 310-51300-48000		*	92.00	
		NOTICE OF MEETINGS					
				JACKSONVILLE DAILY RECORD			92.00 002252
9/25/23 00137		9/15/23 97201	202309 320-57200-46000		*	700.00	
		SEP CLEANING SERVICES					
				IAN J ROBINSON DBA MAGIC TOUCH			700.00 002253
9/25/23 00128		9/15/23 3823399	202309 320-57200-46100		*	56.65	
		SEP TRASH SERVICE					
				MERIDIAN WASTE FLORIDA,LLC			56.65 002254
9/25/23 00082		9/07/23 53290936	202309 320-53800-45513		*	79.00	
		SEP FIRE ANT SERVICE					
				NADERS PEST CONTROL			79.00 002255
9/25/23 00138		8/29/23 080223	202308 320-57200-62000		*	80.00	
		LOSS OF POWER MAIN POOL					
				SEAN GRAHAM			80.00 002256
9/28/23 00034		9/20/23 19922	202309 300-15500-10100		*	30,179.00	
		FY24 INSURANCE RENEWAL					
				EGIS INSURANCE ADVISORS, LLC			30,179.00 002257
9/28/23 00139		9/22/23 09222023	202309 320-57200-62000		*	287.94	
		REIMB LEAF BLOWER					
				HARVEY GREENBERG			287.94 002258
				TOTAL FOR BANK A		54,850.67	
				TOTAL FOR REGISTER		54,850.67	
				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 #: 8561569
Invoice Date: 9/1/2023
Cust PO #:

Job Number	Description	Amount
346700408	Amelia Concourse CDD Exterior Maintenance For September	2,618.00
<div>RECEIVED AUG 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

Did you know that BrightView now offers auto ACH as a payment method? Discover the convenience and safety of automatic ACH bill payment for your recurring billing. Please contact autopay@brightview.com or your branch point of contact for more information on how to sign up on Auto Pay.

Payment Stub

Customer Account#: 24578747
Invoice #: 8561569
Invoice Date: 9/1/2023

Amount Due: \$2,618.00

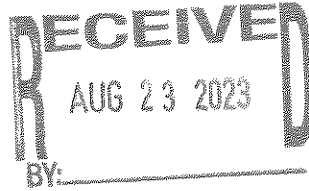
Thank you for allowing us to serve you

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



Bill To

Amelia Concourse CDD Amenity
Center/Riverside Management Services
9655 Florida Mining Blvd., Building 300, Suite
305
Jacksonville , Florida 32257
(904) 239-5305

Magic Touch Commercial Cleaning Company

96515 Commodore Point Drive
Yulee, FL 32097
Phone: (904) 335-7027
Email: magictouchcompany254@gmail.com
Web: www.magictouchcompany.com

Payment terms 15 Days
Invoice # 97200
Date 08/15/2023
Business / Tax # 83-3950208

Description	Rate	Quantity	Total
-------------	------	----------	-------

Amelia Concourse CDD Amenity Center Cleaning	\$700.00	1	\$700.00
--	----------	---	----------

Magic Touch Commercial Cleaning Co. offers top-notch commercial cleaning services throughout the Nassau, Duval, and Camden County area. We are licensed and insured. We believe that customer service is the key to our success. Magic Touch Commercial Cleaning Co. only hires the most qualified cleaning professionals to take care of your property. We background check and provide extensive training to each of our cleaners to ensure quality service.

Our amenity center cleanings include:

Clubhouse:

-Every Visit

- Empty and replace all trash liners
- Floors (Remove all dirt, dust, and debris that may be left on floor, sweep and mop ceramic tile)
- Sanitize and disinfect entrance door handles and clean inside and out
- Windows (Spot check for smudges on interior)
- Sanitize and disinfect kitchen area, wipe down appliances
- Bathrooms - (Sanitize and disinfect toilet, sink, bathroom mirrors, sweep/mop floors, and fill all dispensers)
- Disinfect all tables, coffee tables, end tables

-Monthly:

- Dusting of all surfaces (Including air vents, window treatments and interior ceiling fans)
- Dust all pictures, light fixtures, A/C vents, and TVs
- Clean interior windowsills and glass windows

Pool/Playground Bathrooms:

- Empty and replace all trash liners
- Sanitize counter tops and diaper changing stations
- Sanitize/ Disinfect all sink, toilets and urinals
- Clean all mirrors
- Restock all paper products, soaps, and toiletries
- Sweep and Mop floors
- Disinfect partition doors
- Dust all light fixtures, vents, and door frames (Monthly)

Exterior/Police Grounds

- Empty all exterior garbage cans and replace liners
- Police pool deck for trash
- Clean water fountains
- Wipe down and arrange pool furniture (Weekly)

In addition to our routine cleaning services, we offer:

- Day porter services
- COVID19 Sprays
- Window cleaning (outside cleaning)
- Carpet cleaning
- Pressure washing

****Materials AND Consumables included in price****

Cleaning Schedule	\$0.00	1	\$0.00
-------------------	--------	---	--------

Price reflected is price per month based on schedule:

May, June, July, August, September - twice a week \$700
October, November, December, January, February, March, April - once a week \$400

Late Fee Agreement	\$0.00	1	\$0.00
--------------------	--------	---	--------

****Net15.** Invoices are sent on the 15th of each month. Payment due on the 1st of the following month or 15 days after invoice is sent, whichever is later. If payment is not received within that 15 day period, a late fee of \$50 will be added to the total of the next invoice.******

30 Day Notice Agreement	\$0.00	1	\$0.00
-------------------------	--------	---	--------

Both parties agree either party may terminate this agreement, with or without cause, upon 30 days written notice to the other at the addresses found in this agreement or via email.

Approved
Cheryl Graham
Amenity & Operations Manager
Governmental Management Services
On behalf of Amelia Concourse CDD
Date: 8-23-23
Acct. # 1-320-57200-46000

Subtotal	\$700.00
Total	\$700.00

Notes:

August Services

By signing this document, the customer agrees to the services and conditions outlined in this document.

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



Invoice 1006

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
08/28/2023

PLEASE PAY
\$1,634.80

DUE DATE
09/01/2023

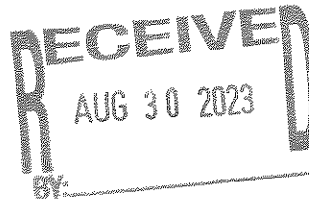
DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
08/28/2023	TRICHLOR	PER LB	40	6.28	251.20
08/28/2023	CAL HYPO	PER LB	2	3.60	7.20
08/28/2023	POOL CHEMICALS	TILE CLEANER PER GAL	2	38.20	76.40
09/01/2023	POOL SERVICE	SEPTEMBER POOL SERVICE	1	1,300.00	1,300.00

SUBTOTAL	1,634.80
TAX	0.00
TOTAL	1,634.80

Approved
Cheryl Graham
Amenity & Operations Manager
Governmental Management Services
On behalf of Amelia Concourse CDD
Date: 8-30-23
Acct. # 1-320-57200-45400

TOTAL DUE	\$1,634.80
-----------	-------------------

THANK YOU.



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



Invoice 938

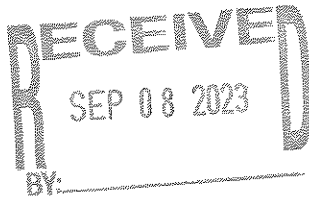
BILL TO	SHIP TO	DATE	PLEASE PAY	DUE DATE
Amelia Concourse CDD 85200 Amaryllis Court Fernandina Beach, FL 32034	Amelia Concourse CDD 85200 Amaryllis Court Fernandina Beach, FL 32034	08/08/2023	\$3,926.51	09/01/2023

P.O. NUMBER
FAMILY POOL

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
08/07/2023	POOL REPAIR	RECIRCULATING PUMP MOTOR 7.5HP PREMIUM EFFICIENCY MOTOR 3- PHASE 1800RPM	1	2,785.80	2,785.80
08/07/2023	POOL REPAIR	COMPLETE SEAL KIT GOR C-SERIES PUMP -MOTOR SEAL -PAPER GASKETS -SHAFT SLEEVE	1	515.71	515.71
08/07/2023	LABOR	PER HOUR	5	125.00	625.00
THIS REPAIR IS NOW COMPLETE. THANK YOU FOR YOUR BUSINESS!					

TOTAL DUE **\$3,926.51**

THANK YOU.

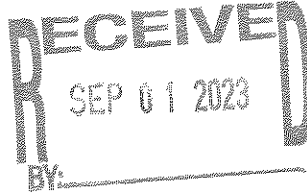


*Approved 9-7-23
Chris Gulan
Amity & Operations Mgr.
Amelia Concourse
1-320-57200 62000*

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



First Coast
CMS



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

INVOICE 7967

DATE 09/01/2023 TERMS Net 60

DUE DATE 10/31/2023

P.O. NUMBER
Reimbursables

MONTH OF SERVICE
August 2023 : 2

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/24/2023	Uline - garbage can			779.91
	Purchasing Fee	779.91	0.03	23.40
	3% purchase fee			

TOTAL DUE

\$803.31



1-800-295-5510

uline.com

PO Box 88741 • Chicago, IL 60680-1741

PAID AMEX

DUPLICATE
INVOICE

ULINE FED ID#: 36-3684738

INVOICE #: 166073595

ORDER #: 3454557

THANK YOU FOR YOUR ORDER. ULINE CUSTOMER SINCE 2011

SOLD TO: FIRST COAST CMS LLC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

SHIP TO: FIRST COAST CMS LLC
352 PERDIDO ST
SAINT JOHNS FL 32259-8756

CUSTOMER NO.	PURCHASE ORDER NO.	SHIP VIA	ORDER DATE	DATE SHIPPED	TERMS	INVOICE DATE
7053849	AMELIA CONOURS	AVERITT EXP	07/18/23	07/18/23	NET 30 DAYS	07/18/23
QTY ORDERED	U/M	BACK ORDERED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	EA		S-15965BC	XXXXXXXXXXXXXXXXXXXX	.00	.00
1	KT		H-5154R	CHECK THIS ITEM AT NO CHARGE THERMOPLASTIC TRASH CAN - 32 GALLON, BONNET LID, RED	585.00	585.00

ORDER PLACED BY: TONY SHIVER
INTERNET PRO #: 0414746894

SUB-TOTAL
585.00

SALES TAX
38.03

SHIPPING/HANDLING
156.88

AMOUNT DUE
\$ 779.91

PLEASE PAY FROM
THIS INVOICE
REFER TO THIS
INVOICE NUMBER
WHEN CONTACTING
US REGARDING
THIS TRANSACTION

CUSTOMER NAME	CUSTOMER NUMBER	INVOICE NUMBER	INVOICE DATE	AMOUNT DUE
FIRST COAST CMS LLC	7053849	166073595	07/18/23	779.91

AMOUNT ENCLOSED

IF DIFFERENT THAN AMOUNT DUE \$ _____

EXPLAIN DIFFERENCES ON REVERSE SIDE

MAKE CHECK
PAYABLE AND
MAIL TO:

ULINE
ATTN: ACCOUNTS RECEIVABLE
PO Box 88741
Chicago IL 60680-1741

IMPORTANT - PLEASE DETACH AND RETURN THIS
PORTION TO ENSURE PROPER CREDIT

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

Invoice

Invoice #: 267
Invoice Date: 9/1/23
Due Date: 9/1/23
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 - September 2023		1,166.67	1,166.67
Facility Management - September 2023		1,166.67	1,166.67
Janitorial - September 2023		770.00	770.00
Pool Maintenance - September 2023		1,433.33	1,433.33

RECEIVED
SEP 06 2023
BY: _____

Jimmy Lambert
9.6.23

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

1001 Bradford Way
Kingston, TN 37763

Invoice #: 268
Invoice Date: 9/1/23
Due Date: 9/1/23
Case:
P.O. Number:

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

RECEIVED
SEP 06 2023
BY: _____

Total	\$4,705.28
Payments/Credits	\$0.00
Balance Due	\$4,705.28

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

Invoice

Invoice #: 270
Invoice Date: 9/14/23
Due Date: 9/14/23
Case:
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Maintenance Supplies		4,341.51	4,341.51
Repairs + Maint. #1,077.83 1.320.57200.62000			
4 Umbrellas + Stands #3,263 ⁶⁸			
<div>RECEIVED SEP 19 2023 BY: _____</div> <div>Jerry Lambert 9-19-23</div>			

Total \$4,341.51

Payments/Credits \$0.00

Balance Due \$4,341.51

MAINTENANCE BILLABLE PURCHASES

Period Ending 9/05/23

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
Amelia Concourse	8/1/23	D-Vour Clean Up Kit & Disposal of Spilled Bodily Fluids	63.92	C.G.
	8/18/23	Constant Contact	370.25	T.W.
	8/23/23	Storage Tote	7.79	C.G.
	8/23/23	Thermostat Guard	24.52	C.G.
	8/23/23	Door Mat	20.04	C.G.
	8/23/23	Premises Under Video Surveillance Signs	23.23	C.G.
	8/23/23	Door Stop	5.99	C.G.
	8/23/23	Authorized Personnel Only	5.99	C.G.
	8/23/23	Key for Meeting Room	4.43	C.G.
	8/23/23	Lock	7.43	C.G.
	8/23/23	11'x11' Umbrellas (4)	2661.72	C.G.
	8/23/23	Umbrella Bases (4)	601.96	C.G.
	9/3/23	Paint for Meeting Room	18.52	C.G.
	9/3/23	Spackling	8.63	C.G.
	9/3/23	Tiny Trim Kit Roller for Painting	4.31	C.G.
	9/5/23	2x4 Lumber	31.69	C.G.
	9/5/23	Tape Measure	17.19	C.G.
	9/5/23	Caulk Gun	30.74	C.G.
	9/5/23	Yellow Caution Tape	13.50	C.G.
	9/5/23	Carpenter Pencil	0.74	C.G.
	9/5/23	19' Aluminum Ladder	266.79	C.G.
	9/5/23	Deckmate	43.03	C.G.
	9/5/23	Heavy Duty Knife	9.81	C.G.
	9/5/23	Door Handles	91.02	C.G.
	9/5/23	Liquid Nails	8.27	C.G.
TOTAL			<u>\$4,341.51</u>	



Tallahassee, FL 32308
2498 Centerville Rd.

Invoice

Invoice #: 391338
Invoice Date: 09/01/2023
Completed: 09/01/2023
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

RECEIVED
SEP 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

Jacksonville Daily Record

A Division of
DAILY RECORD & OBSERVER, LLC

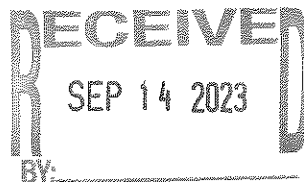
P.O. Box 1769
Jacksonville, FL 32201
(904) 356-2466

INVOICE

September 14, 2023

Date

Attn: Courtney Hogge
GMS, LLC
475 WEST TOWN PLACE, STE 114
SAINT AUGUSTINE FL 32092



Serial #	23-00159N	PO/File #		\$92.00
				Payment Due
Notice of Meetings				
				\$92.00
Amelia Concourse Community Development District				Publication Fee
Case Number				Amount Paid
Publication Dates	9/14			
County	Nassau			

*Payment is due before
the Proof of Publication
is released.*

Payment Due Upon Receipt
For your convenience, you
may remit payment online at
[www.jaxdailyrecord.com/
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being
mailed, please reference
Serial # 23-00159N on your
check or remittance advice.

Your notice was published on both jaxdailyrecord.com and floridapublicnotices.com.

**Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.
Please remit any payment due upon receipt of this invoice.**

Preliminary Proof Of Legal Notice
(This is not a proof of publication.)

Please read copy of this advertisement and advise us of any necessary corrections before further publications.

**Notice of Meetings
Amelia Concourse
Community Development
District**

The Board of Supervisors of the Amelia Concourse Community Development District will hold their regular meetings for Fiscal Year 2024 at 11:00 a.m. at the Amelia Concourse Amenity Center, 85200 Amaryllis Court, Fernandina Beach, Florida 32034 on the third Tuesday of each month listed (*unless notated otherwise) as follows:

November 14, 2023
(*Second Tuesday)
January 16, 2024
March 19, 2024
April 16, 2024
(Budget Workshop Only)
May 21, 2024
July 16, 2024
September 17, 2024

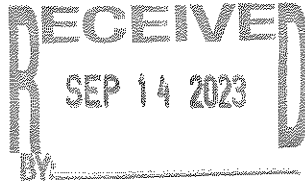
The meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. The meetings may be continued to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for these meetings may be obtained from Governmental Management Services, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 or by calling (904) 940-5850.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at the meetings because of a disability or physical impairment should contact the District Office at (904) 940-5850 at least 48 hours prior to the meetings. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at the meetings with respect to any matter considered at the meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

Daniel Laughlin
District Manager
Sep. 14 00 (23-00159N)

INVOICE



Bill To

Amelia Concourse CDD Amenity
Center/Riverside Management Services
9655 Florida Mining Blvd., Building 300, Suite
305
Jacksonville , Florida 32257
(904) 239-5305

Magic Touch Commercial Cleaning Company

96515 Commodore Point Drive
Yulee, FL 32097
Phone: (904) 335-7027
Email: magictouchcompany254@gmail.com
Web: www.magictouchcompany.com

Payment terms 15 Days
Invoice # 97201
Date 09/15/2023
Business / Tax # 83-3950208

Description	Rate	Quantity	Total
Amelia Concourse CDD Amenity Center Cleaning	\$700.00	1	\$700.00

Magic Touch Commercial Cleaning Co. offers top-notch commercial cleaning services throughout the Nassau, Duval, and Camden County area. We are licensed and insured. We believe that customer service is the key to our success. Magic Touch Commercial Cleaning Co. only hires the most qualified cleaning professionals to take care of your property. We background check and provide extensive training to each of our cleaners to ensure quality service.

Our amenity center cleanings include:

Clubhouse:

-Every Visit

- Empty and replace all trash liners
- Floors (Remove all dirt, dust, and debris that may be left on floor, sweep and mop ceramic tile)
- Sanitize and disinfect entrance door handles and clean inside and out
- Windows (Spot check for smudges on interior)
- Sanitize and disinfect kitchen area, wipe down appliances
- Bathrooms - (Sanitize and disinfect toilet, sink, bathroom mirrors, sweep/mop floors, and fill all dispensers)
- Disinfect all tables, coffee tables, end tables

-Monthly:

- Dusting of all surfaces (Including air vents, window treatments and interior ceiling fans)
- Dust all pictures, light fixtures, A/C vents, and TVs
- Clean interior windowsills and glass windows

Pool/Playground Bathrooms:

- Empty and replace all trash liners
- Sanitize counter tops and diaper changing stations
- Sanitize/ Disinfect all sink, toilets and urinals
- Clean all mirrors
- Restock all paper products, soaps, and toiletries
- Sweep and Mop floors
- Disinfect partition doors
- Dust all light fixtures, vents, and door frames (Monthly)

Exterior/Police Grounds

- Empty all exterior garbage cans and replace liners
- Police pool deck for trash
- Clean water fountains
- Wipe down and arrange pool furniture (Weekly)

In addition to our routine cleaning services, we offer:

- Day porter services
- COVID19 Sprays
- Window cleaning (outside cleaning)
- Carpet cleaning
- Pressure washing

****Materials AND Consumables included in price****

Cleaning Schedule	\$0.00	1	\$0.00
-------------------	--------	---	--------

Price reflected is price per month based on schedule:

May, June, July, August, September - twice a week \$700

October, November, December, January, February, March, April - once a week \$400

Late Fee Agreement	\$0.00	1	\$0.00
--------------------	--------	---	--------

****Net15.** Invoices are sent on the 15th of each month. Payment due on the 1st of the following month or 15 days after invoice is sent, whichever is later. If payment is not received within that 15 day period, a late fee of \$50 will be added to the total of the next invoice.**

30 Day Notice Agreement	\$0.00	1	\$0.00
-------------------------	--------	---	--------

Both parties agree either party may terminate this agreement, with or without cause, upon 30 days written notice to the other at the addresses found in this agreement or via email.

Approved
Chip Dellinger, Operations Manager
Governmental Management Services
On behalf of Amelia Concourse CDD
Date: 9/14/2023
Acct. # 1-320-57200-4600

Subtotal	\$700.00
Total	\$700.00

Notes:

September Services

By signing this document, the customer agrees to the services and conditions outlined in this document.



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

Invoice

Date	Invoice #
09/15/2023	3823399

<i>Bill To:</i>
C/O GMS INC AMELIA CONOURSE CDD 85128 AMARYLLIS CT FERNANDINA BEACH FL 32034

<i>Location:</i>
C/O GMS IN AMELIA CONOURSE CDD 85200 AMARYLLIS CT FERNANDINA BEACH FL 32034

DATE PAID _____

CHECK NO. _____

AMOUNT _____

Due Date 10/03/2023
Account No. 30-1201917 7
Service Dates 10/01/23--10/31/23

For proper credit please return top portion.

DATE	DESCRIPTION	QTY	TOTAL
09/15/23	95GL TRASH SERVICE # P/U: 1	1.00	29.15
09/15/23	95GL TRASH SERVICE # P/U: 1	1.00	27.50
<div>RECEIVED SEP 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> <div>Total Invoice56.65</div>			

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.



Fernandina Office 904-225-9425

PO Box 1330

Yulee, FL 32041-1330

www.naderspestraiders.com

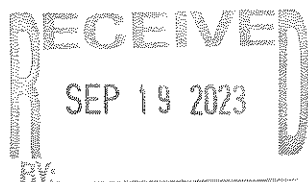
IS YOUR HOME PROTECTED FROM TERMITES?

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: 09/12/23 Payment Due Upon Receipt

Date	Invoice #	Description	Amount	Tax	Balance
Service Address: 85200 Amarylils Ct, Fernandina Beach, FL 32034-9716					
09/07/23	53290936	Fire Ant Service	\$79.00	\$0.00	\$79.00



Current: \$79.00

Past Due: \$0.00

Total Amount Due: \$79.00

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 CONCOURSE AMENITIES CENTER 7
TONY SHIVER 1079
393 PALM COAST PKWY SW UNIT 4
PALM COAST FL 32137-4774

Please check Invoice(s) paid below.			
	Invoice #	Amount	
<input type="checkbox"/>	53290936	\$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"/>
<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: 09/12/23
Customer Number: 1328696

Balance Forward: \$0.00

Amount: _____

Amount Due: \$79.00

Check # _____

INVOICE

RECEIVED
AUG 31 2023
BY:

MAKE ALL CHECKS PAYABLE TO SEAN GRAHAM
Thank you for your business!



INVOICE

Customer	Amelia Concourse Community Development District
Acct #	276
Date	09/20/2023
Customer Service	Kristina Rudez
Page	1 of 1

Amelia Concourse Community Development District
c/o Governmental Management Services
475 West Town Place, Suite 114
St. Augustine, FL 32092

Payment Information	
Invoice Summary	\$ 30,179.00
Payment Amount	
Payment for	Invoice#19922
100123539	

Thank You

Please detach and return with payment



Customer: Amelia Concourse Community Development District

Invoice	Effective	Transaction	Description	Amount
19922	10/01/2023	Renew policy	Policy #100123539 10/01/2023-10/01/2024 Florida Insurance Alliance Package - Renew policy Due Date: 9/20/2023	30,179.00



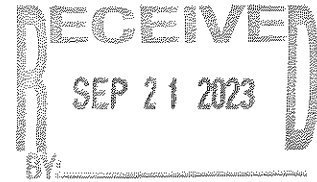
				Total
				\$ 30,179.00
FOR PAYMENTS SENT OVERNIGHT: Bank of America Lockbox Services, Lockbox 748555, 6000 Feldwood Rd. College Park, GA 30349				

Thank You

Remit Payment To: Egis Insurance Advisors	(321)233-9939	Date
P.O. Box 748555	sclimer@egisadvisors.com	09/20/2023
Atlanta, GA 30374-8555		

Amelia Concourse
COMMUNITY DEVELOPMENT DISTRICT

General Fund



Check Request

Date	Amount	Authorized By
September 22, 2023	\$287.94	Daniel Laughlin

Payable to:

Harvey Greenberg

Date Check Needed:

Budget Category:

ASAP	001.320.572.620
------	-----------------

Intended Use of Funds Requested:

Reimbursement for leaf blower for the community
(Attach supporting documentation for request.)



**How doers
get more done.**

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

6921 00052 16874 09/11/23 03:05 PM
SALE SELF CHECKOUT

-----Military Discount-----
885911618311 DW 60V BLWR <A> <M> 299.00
DEWALT FLEXVOLT 60V BLOWER
NLP Savings \$30.00
MAX REFUND VALUE \$269.10
Military Discount -29.90

SUBTOTAL 269.10
SALES TAX 18.84
TOTAL \$287.94

XXXXXXXXXX6009 AMEX USD\$ 287.94
AUTH CODE 827307/8522459 TA
Chip Read
AID A000000025010801 AMERICAN EXPRESS

<M> = Military Appreciation

6921 09/11/23 03:05 PM



6921 52 16874 09/11/2023 5575

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 1 90 12/10/2023

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 40958 34089
PASSWORD: 23461 34037

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.