

*Amelia Concourse*  
*Community Development District*

*September 17, 2024*

# *AGENDA*

**Amelia Concourse  
Community Development District**

475 West Town Place, Suite 114  
St. Augustine, Florida 32092  
[www.AmeliaConcourseCDD.com](http://www.AmeliaConcourseCDD.com)

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September 10, 2024

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 **Wednesday, September 17, 2024 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): District Engineer - Consideration of Proposal for Preparation of a Public Facilities Report
- IV. Approval of Minutes of the July 24, 2024 Meeting
- V. Update on Utility/Storage Building – Consideration of Proposal for Building Repair
- VI. Ratification of Agreement with The Greenery for Landscape and Irrigation Maintenance Services
- VII. Acceptance of the Fiscal Year 2023 Audit Report
- VIII. Consideration of Proposals for Electrical Work
- IX. Staff Reports (2)
  - A. District Counsel
  - B. District Manager – Consideration of Adopting Goals and Objectives for Fiscal Year 2025
  - C. Field Operations Manager – Report
- X. Financial Reports
  - A. Financial Statements as of August 31, 2024

B. Approval of Check Register

XI. Supervisors' Requests and Audience Comments

XII. Next Scheduled Meeting – November 19, 2024 at 11:00 a.m. at the Amelia Concourse  
Amenity Center

XIII. Adjournment

*THIRD ORDER OF BUSINESS*



- Civil Engineering
- Land Surveying & Mapping
- Permitting
- ADA Consulting

**To:** Amelia Concourse CDD - Board of Supervisors  
**From:** Michael J. Yuro, President  
**RE:** 2024 Public Facilities Report  
**Date:** 9/10/24

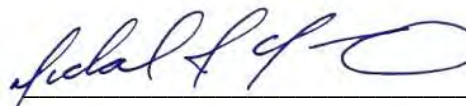
Pursuant to section 189.08, Florida Statutes, the District is required to submit a public facilities report and annual notice of any changes to each local-general purpose government in which it is located, and certain information is required to be updated every seven (7) years. Therefore, we are please to offer our services to update the Amelia Concourse Public Facilities Report. Our efforts will include all mandatory parts of Section 189.08, including:

- Providing a description of existing public facilities owned or operated by the District
- If applicable, provide a description of each public facility the District is building, improving, expanding, or is currently proposing to build, improve or expand within at least the next seven (7) years.
- If applicable, provide the expected completion date for the proposed construction, improvement or expansion of a public facility.
- If applicable, provide the anticipated capacity of and demands on each public facility when completed.
- If applicable, identify any facilities to be replaced within 10 years and provide the date of replacement.

**The above services will be performed for a Lump Sum Fee of \$1,950<sup>00</sup>**

Accepted By:

\_\_\_\_\_  
 Date  
 Amelia Concourse CDD

 9/10/24  
 Michael J. Yuro, P.E. Date  
 Yuro & Associates, LLC

*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 Wednesday, July 24, 2024 at 1:00 p.m. at the Amelia Concourse Amenity Center, 85200 Amaryllis Court, Fernandina Beach, Florida 32034.

Present and constituting a quorum were:

Harvey Greenberg	Chairman
Kimberley Chamerda	Supervisor
William Busby	Supervisor

Also present were:

Daniel Laughlin	District Manager
Mary Grace Henley	District Counsel
Mike Yuro <i>by phone</i>	District Engineer
Chip Dellinger	Operations Manager
Lauren Gentry <i>by phone</i>	Kilinski   Van Wyk

The following is a summary of the discussions and actions taken at the July 24, 2024 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Laughlin called the meeting to order at 1:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Staff Reports (1) – District Engineer**

Mr. Greenberg asked Mr. Yuro if there has been a response from Dream Finders.

Mr. Yuro stated that he has not heard from them despite being promised information.

Mr. Laughlin stated that he was contacted by Dream Finders this week, and they are trying to get the ball rolling, so he is going to try to get a conference call set up.



**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the May 21, 2024 Meeting**

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

On MOTION by Mr. Busby seconded by Ms. Chamerda with all in favor the minutes of the May 21, 2024 meeting were approved as presented.

The next item was taken out of order of the agenda.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposals for Landscape and Irrigation Maintenance Services**

Four proposals were provided to the Board for their review. Each contractor present at the meeting provided a brief overview of their company and the services they provide. Mr. Laughlin noted that The Greenery revised their mulch pricing from \$2,970 for 40 cubic yards to \$2,500. Following a discussion amongst the Board and residents, a motion was made to select The Greenery.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor selecting The Greenery to provide landscape and irrigation maintenance services was approved.

On MOTION by Mr. Busby seconded by Ms. Chamerda with all in favor terminating the contract with Brightview with 30 days' notice was approved.

**FIFTH ORDER OF BUSINESS**

**Update on Utility / Storage Building**

Ms. Gentry stated that AT&T's insurance claims administrator has denied the insurance claim for the building, so the decision needed from the Board is whether to pursue AT&T through a civil litigation, or whether to pursue repairing or demolishing the building at the CDD's own expense. Pros and cons of each approach have been discussed individually with each Board member.

The Board agreed to not pursue litigation but was in agreement to pursue payment for an easement to keep AT&T's equipment on the District's property.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor, not pursuing litigation against AT&T for the utility building was approved.

Mr. Greenberg suggested refurbishing the building for storage purposes.

Ms. Gentry recommended appointing a board member to discuss negotiations for the easement with staff between meetings. Any offers will be brought to the Board at the next meeting for approval.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor authorizing District Counsel to work with Supervisor Busby to negotiate an easement with AT&T was approved.

**SEVENTH ORDER OF BUSINESS                      Public Hearings**

**A.    Public Hearing for the Purpose of Adopting the Fiscal Year 2025 Budget; Consideration of Resolution 2024-09, Relating to Annual Appropriations and Adopting the Budget**

Mr. Laughlin provided an overview of the budget noting that there is a proposed increase in assessments included in the budget in the amount of \$47.17 per household for the year.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor the public hearing was opened.

A resident asked if any portion of the Phase 3 money is going to Dream Finders at this point.

Mr. Greenberg responded that there are no funds going to Dream Finders.

A resident stated that Pond 3 is budgeted for landscaping and asked if that means the pond will actually be mowed.

Mr. Laughlin responded that once the District takes ownership of the Phase 3 bonds, maintenance can begin right away.

Charles Gay stated that the HOA statements state that the homeowners will maintain the pond banks for Phase 1, however the same was not done for future phases.

Matthew Whaley asked what happens to any excess money left in the budget.

Mr. Laughlin responded that a budget amendment to be done to balance any line items that were under or over, and if there is anything left after that, the money will roll over to the

next year to offset any increases in the next year’s budget, or it can be put in the capital reserve fund.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor the public hearing was closed.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor Resolution 2024-09, relating to annual appropriations and adopting the budget for fiscal year 2025 was approved.

**B. Public Hearing for the Purpose of Imposing Special Assessments; Consideration of Resolution 2024-10; Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2025**

Mr. Laughlin stated that this resolution would impose the assessments needed to fund the general fund budget and would certify the assessment roll to be sent to the County.

On MOTION by Mr. Busby seconded by Ms. Chamerda with all in favor the public hearing was opened.

Charles Gay asked if the assessment increase will be on the property tax bill for this year or next year.

Mr. Laughlin responded this year.

On MOTION by Mr. Busby seconded by Ms. Chamerda with all in favor the public hearing was closed.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor Resolution 2024-10, imposing special assessments and certifying an assessment roll for fiscal year 2025 was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports (2)**

**A. District Counsel**

Ms. Henley reminded the Board members to complete their ethics training requirement by December 31<sup>st</sup>.

**B. District Manager**

**1. Consideration of Resolution 2024-11, Designating a Regular Meeting Schedule for Fiscal Year 2025**

Mr. Laughlin presented a proposed meeting schedule including meetings on the third Tuesday of every other month at 11:00 a.m. with the exception of July, which will be held on the fourth Tuesday.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor Resolution 2024-11, designating a regular meeting schedule for fiscal year 2025.
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Mr. Laughlin informed the Board that the trail road between Amelia Concourse and Amelia Walk was used for construction vehicles to access Phases 4 and 5 and since the construction has been completed, the Board has designated the road as a walking trail for the Amelia Walk residents to use. Amelia Walk’s board is working through a process to prevent motorized vehicles from using the trail.

**2. Discussion of Goals and Objectives**

Mr. Laughlin stated that there is a new requirement that special districts establish goals and objectives for each year, and the first set will need to be adopted by October 1<sup>st</sup>. GMS and district counsel have worked to develop a form that can be used that includes various performance measures and standards to follow. A copy of this form was included in the agenda package for the Board’s review. He asked the board members to reach out to him if there is anything they’d like added to the list.

Mr. Greenberg asked Mr. Laughlin to check with the county on the status of the passthrough on Orange Branch Trail.

**C. Field Operations Manager**

**1. Report**

Mr. Dellinger presented the operations report, a copy of which was included in the agenda package. He also stated that he believes the doors throughout the amenity center are having issues sealing, which is affecting the air conditioner’s ability to keep the facility cool.

Mr. Greenberg recommended getting pricing to replace the wooden doors and looking into refurbishing the metal doors.



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

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Secretary / Assistant Secretary

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Chairman / Vice Chairman

*FIFTH ORDER OF BUSINESS*



September 8, 2024

Attn: Amelia Concourse

Dallapiazza Construction LLC is pleased to quote providing labor and materials for modifications below.

**Onsite work performed: Building Repairs** **\$68,000.00**

1. Remove and save all conduit, electrical, and fixtures.
  - a. All electrical to be reused.
  - b. Owner responsible for new fixtures.
2. Demo and haul offsite all damaged or compromised building materials.
  - a. Includes roofing.
3. Install new roof framing and decking.
4. Install new parapet framing where necessary.
5. Install new flat roof throughout.
6. Install new insulation.
7. Install new 1/4" sanded wall sheathing throughout inside.
8. Caulk and paint interior walls and ceiling.
9. Install all electrical to original.
10. Install any trim to original.
11. Install new door and frame.
  - a. Reuse existing locks and hardware.
12. General housekeeping.

**Clarifications**

- Price excludes any testing, site plans, or engineering.
- Price may change depending on square footage of removal and install.
- Price assumes access to customer's water and electricity to operate power tools.
- Price excludes anything not listed in above scope.
- Price assumes no down time related to circumstances out of my control.
- Price assumes no electrical upgrades or repairs.
- Price assumes no HVAC upgrades or repairs.
- Work hours from 8 am – 4:30 pm, Monday through Friday.

Thank you for the opportunity to quote this work. If you have any questions, please do not hesitate to call me at (904) 468-8882.

Sincerely,

*Robert Dallapiazza*

Dallapiazza Construction LLC



Customer approval to proceed: \_\_\_\_\_ Date: \_\_\_\_\_

Any claims for construction defects are subject to the notice and cure provisions of chapter 558, Florida statutes.

ACCORDING TO FLORIDA'S CONSTRUCTION LIEN LAS (SECTIONS 713.001- 713.37, FLORIDA STATUTES) THOSE WHO WORK ON YOUR PROPERTY OR PROVIDE MATERIALS AND SERVICES AND ARE NOT PAID IN FULL HAVE A RIGHT TO ENFORCE THEIR CLAIM FOR PAYMENT AGAINST YOUR PROPERTY. THIS CLAIM IS KNOWN AS A CONSTRUCTION LIEN. IF YOUR CONTRACTOR OR SUBCONTRACTOR FAILS TO PAY SUBCONTRACTORS, SUB-SUBCONTRACTORS, OR MATERIAL SUPPLIERS, THOSE PEOPLE WHO ARE OWED MONEY MAY LOOK TO YOUR PROPERTY FOR PAYMENT, EVEN IF YOU HAVE ALREADY PAID YOUR CONTRACTOR IN FULL. IF YOU FAIL TO PAY YOUR CONTRACTOR, YOUR CONTRACTOR MAY ALSO HAVE A LIEN ON YOUR PROPERTY. THIS MEANS IF A LIEN IS FILED YOUR PROPERTY COULD BE SOLD AGAINST YOUR WILL TO PAY FOR LABOR, MATERIALS, OR OTHER SERVICES THAT YOUR CONTRACTOR OR A SUBCONTRACTOR MAY HAVE FAILED TO PAY. TO PROTECT YOURSELF, YOU SHOULD STIPULATE IN THIS CONTRACT THAT BEFORE ANY PAYMENT IS MADE, YOUR CONTRACTOR IS REQUIRED TO PROVIDE YOU WITH A WRITTEN RELEASE OF LIEN FROM ANY PERSON OR COMPANY THAT HAS PROVIDED TO YOU A "NOTICE TO OWNER." FLORIDA'S CONSTRUCTION LIEN LAW IS COMPLEX, AND IT IS RECOMMENDED THAT YOU CONSULT AN ATTORNEY.

*SIXTH ORDER OF BUSINESS*

**AGREEMENT  
FOR LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES**

**THIS AGREEMENT** (the “**Agreement**”) is made and entered into effective this 1st day of September, 2024, by and between:

**AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT**, a local unit of special purpose government established pursuant to Chapter 190, Florida Statutes, located in Nassau County, Florida, with a mailing address of c/o Governmental Management Services – North Florida, LLC, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (the “**District**”), and

**THE GREENERY OF NORTH FLORIDA, INC.**, a Florida corporation, with a mailing address of P.O. Box 6569, Hilton Head, SC 29938 (the “**Contractor**,” and collectively with the District, the “**Parties**”).

**RECITALS**

**WHEREAS**, the District is a special purpose unit of local government established pursuant to and governed by Chapter 190, *Florida Statutes*, for the purpose of planning, financing, constructing, operating, and/or maintaining certain infrastructure, including landscaping; and

**WHEREAS**, the District has a need to retain an independent contractor to provide landscape and irrigation maintenance services for those lands identified on the location map (the “**Service Area Map**”), attached as **Exhibit A** to this Agreement and incorporated by reference herein; and

**WHEREAS**, Contractor represents that it is qualified to provide such services and has agreed to provide to the District those services identified in **Exhibit B** attached hereto and incorporated by reference herein (the “**Services**”).

**NOW, THEREFORE**, in consideration of the mutual covenants contained in this Agreement, it is agreed that the Contractor is hereby retained, authorized, and instructed by the District to perform in accordance with the following covenants and conditions, which both the District and the Contractor have agreed upon:

- 1. INCORPORATION OF RECITALS.** The recitals stated above are true and correct and are incorporated by reference as a material part of this Agreement.
- 2. DESCRIPTION OF WORK AND SERVICES.**
  - A.** The District desires that the Contractor provide landscape maintenance Services within professionally accepted standards. Upon all Parties signing this Agreement, the Contractor shall provide the District with the Services identified at **Exhibit B**.

- B. While providing the Services, the Contractor shall assign such staff as may be required, and such staff shall be responsible for coordinating, expediting, and controlling all aspects to assure completion of the Services.

**3. SCOPE OF LANDSCAPE MAINTENANCE AND IRRIGATION SERVICES.** The duties, obligations, and responsibilities of the Contractor are described in this Agreement and in the Scope of Services, attached hereto as **Exhibit B**. This Agreement is for Services for Phases 1 and 2 only; Contractor shall provide the Services for Phase 3 only upon written authorization from the District. Contractor shall be solely responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District, so long as such Services comply with this Agreement and Florida law.

**4. MANNER OF CONTRACTOR'S PERFORMANCE.** The Contractor agrees, as an independent contractor, to undertake work and/or perform or have performed such Services as specified in this Agreement or any addendum executed by the Parties or in any authorized written work order by the District issued in connection with this Agreement and accepted by the Contractor. All Services shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards. The performance of all Services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.

- A. Should any work and/or services be required which are not specified in this Agreement or any written amendment, addenda, or work authorization, but which are nevertheless necessary for the proper provision of Services to the District, such work or services shall be fully performed by the Contractor as if described and delineated in this Agreement.
- B. The Contractor agrees that the District shall not be liable for the payment of any work or services unless the District, through an authorized representative of the District, authorizes the Contractor, in writing, to perform such work.
- C. The District Manager will initially act as the District's representative with respect to the Services to be performed under this Agreement. The District's representative shall have complete authority to transmit instructions, receive information, interpret and define the District's policies and decisions with respect to materials, equipment, elements, and systems pertinent to the Contractor's Services. The District Manager may designate another individual to serve as the District representative upon notice to the Contractor.
- D. If requested by the District Manager, the Contractor agrees to meet with the District's representative no less than one (1) time per month to walk

the property to discuss conditions, schedules, and items of concern regarding this Agreement.

- E. In the event that time is lost due to heavy rains (“**Rain Days**”), the Contractor agrees to reschedule its employees and divide their time accordingly to complete all scheduled Services during the same week as any Rain Days. The Contractor shall provide Services on Saturdays if needed to make up Rain Days, but shall not provide Services on Sundays.
- F. Contractor shall use all due care to protect the property of the District, its residents, and landowners from damage. Contractor agrees to repair any damage resulting from Contractor’s activities and work within twenty-four (24) hours.
- G. Contractor shall be obligated to ensure that all trees, plants, or other vegetation that are located near any roadways and being maintained in accordance with this Agreement comply with all local, State and Federal line-of-sight requirements, among any other applicable regulations.

**5. COMPENSATION.**

- A. In exchange for providing the Services identified in this Agreement for Phase 1 and Phase 2, the District shall remit to Contractor a total not to exceed Three Thousand, One Hundred Seventy-Seven Dollars (**\$3,177**) per month for base maintenance Services (the "**Contract Price**") for the initial term. Renewal Terms shall be billed at the rates identified at **Exhibit B**. Ancillary Services such as mulching, installation of annuals, and palm tree pruning, shall be performed only upon written authorization from the District and shall be billed after completion in accordance with the unit prices at **Exhibit B**. Any additional compensation for additional duties shall be paid only upon the written authorization of the District Manager or its designee. Contractor shall provide the District with a monthly invoice before the last day of each contractual service month representing the monthly installment and any ancillary services due for that month.
- B. If the District should desire additional work or services, or to add additional lands to be maintained, the Contractor agrees to negotiate in good faith to undertake such additional work or services.
- C. The District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to Services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social

Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

- D. The Contractor shall maintain records conforming to usual accounting practices. Further, the Contractor agrees to render monthly invoices to the District in writing. All invoices are due and payable in accordance with Florida's Local Government Prompt Payment Act, Sections 218.70 through 218.80, *Florida Statutes*, and the District's adopted *Prompt Payment Policies and Procedures*. Each monthly invoice will include such supporting information as the District may reasonably require the Contractor to provide.

6. **TERM.** This Agreement is effective as of the date first written above and shall continue for an initial term of twelve (12) months unless terminated pursuant to the provisions of this Agreement. The Agreement shall automatically renew for two (2) additional one-year terms unless terminated as provided for herein.

7. **INSURANCE.**

- A. The Contractor, and any subcontractor performing the work described in this Agreement, shall maintain throughout the term of this Agreement the at least the following insurance (and to the extent the Contractor carries high limits, such limits shall be deemed incorporated by reference herein):
  - (1) Worker's Compensation Insurance in accordance with the laws of the State of Florida.
  - (2) Commercial General Liability Insurance covering the Contractor's legal liability for bodily injuries, with limits of not less than \$1,000,000 combined single limit bodily injury and property damage liability, and covering at least the following hazards:
    - (i) Independent Contractors Coverage for bodily injury and property damage in connection with any subcontractors' operation.
  - (3) Employer's Liability Coverage with limits of at least \$1,000,000 per accident or disease.
  - (4) Automobile Liability Insurance for bodily injuries in limits of not less than \$1,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation, maintenance, or use by the

Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

- B. The District, its officers, staff, consultants, agents, and supervisors shall be named as additional insureds and certificate holders. The Contractor shall furnish the District with the Certificate of Insurance evidencing compliance with this requirement. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverages, as certified, shall not be effective within thirty (30) days of prior written notice to the District. Insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of at least A-VII.
- C. If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance.

**8. INDEMNIFICATION.**

- A. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, forfeitures, back pay awards, court costs, arbitration and/or mediation costs, litigation expenses, attorney fees, and paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings) as ordered.
- B. Contractor agrees to defend, indemnify and hold harmless the District and its officers, agents and employees from any and all liability, claims, actions, suits or demands by any person, corporation or other entity for injuries, death, property damage or of any nature, arising out of, or in connection with, the work to be performed by Contractor, including litigation or any appellate proceedings with respect thereto. Contractor further agrees that nothing herein shall constitute or be construed as a waiver of the District's limitations on liability contained in section 768.28, *Florida Statutes*, or other statute. Any subcontractor retained by the Contractor shall acknowledge in writing subcontractor's acceptance of the terms of this Section 8.

**9. COMPLIANCE WITH GOVERNMENTAL REGULATION.** The Contractor shall keep, observe, and perform all requirements of applicable local, State, and Federal laws, rules, regulations, or ordinances. If the Contractor fails to notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an

alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the Services being rendered under this Agreement or any action of the Contractor or any of its agents, servants, employees, or materialmen, or with respect to terms, wages, hours, conditions of employment, safety appliances, or any other requirements applicable to provision of Services, or fails to comply with any requirement of such agency within five (5) days after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation, the District may terminate this Agreement, such termination to be effective upon the giving of notice of termination.

**10. LIENS AND CLAIMS.** The Contractor shall promptly and properly pay for all labor employed, materials purchased, and equipment hired by it to perform under this Agreement. The Contractor shall keep the District's property free from any materialmen or mechanic's liens and claims or notices in respect to such liens and claims, which arise by reason of the Contractor's performance under this Agreement, and the Contractor shall immediately discharge any such claim or lien. In the event that the Contractor does not pay or satisfy such claim or lien within three (3) business days after the filing of notice thereof, the District, in addition to any and all other remedies available under this Agreement, may terminate this Agreement to be effective immediately upon the giving notice of termination.

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

**12. CUSTOM AND USAGE.** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

**13. SUCCESSORS.** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement.

**14. TERMINATION.** The District agrees that the Contractor may terminate this Agreement with or without cause by providing sixty (60) days' written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that the District may terminate this Agreement immediately for cause by providing written notice of termination to the Contractor.



The District shall provide thirty (30) days' written notice of termination without cause. Upon any termination of this Agreement, the Contractor shall be entitled to payment for all work and/or Services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

**15. PERMITS AND LICENSES.** All permits and licenses required by any governmental agency directly for the District shall be obtained and paid for by the District. All other permits or licenses necessary for the contractor to perform under this Agreement shall be obtained and paid for by the Contractor.

**16. ASSIGNMENT.** Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other. Any purported assignment without such approval shall be void.

**17. INDEPENDENT CONTRACTOR STATUS.** In all matters relating to this Agreement, the Contractor shall be acting as an independent contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

**18. HEADINGS FOR CONVENIENCE ONLY.** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.

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

**20. AGREEMENT.** This instrument shall constitute the final and complete expression of this Agreement between the District and the Contractor relating to the subject matter of this Agreement. Exhibits attached hereto are provided to clarify the terms of the Agreement. To the extent that any terms and provisions of **Exhibit A** or **Exhibit B** conflict with the terms and provisions of this Agreement, this Agreement shall control.

**21. AMENDMENTS.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and the Contractor.

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

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

**A. If to the District:** Amelia Concourse Community  
Development District  
c/o Governmental Management Services, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092  
Attn: District Manager

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

**B. If to the Contractor:** The Greenery of North Florida, Inc.  
P.O. Box 6569  
Hilton Head, South Carolina 29938  
Attn: \_\_\_\_\_

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

**24. THIRD-PARTY BENEFICIARIES.** This Agreement is solely for the benefit of the District and the Contractor, and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and the Contractor any right, remedy, or claim under or by reason of this

Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and the Contractor and their respective representatives, successors, and assigns.

**25. CONTROLLING LAW; VENUE.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of the State of Florida. The exclusive venue for any dispute arising under this Agreement shall be in a court of appropriate jurisdiction in and for Nassau County, Florida.

**26. PUBLIC RECORDS.** The Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records, and, accordingly, Contractor agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to section 119.0701, *Florida Statutes*. Contractor acknowledges that the designated public records custodian for the District is **Governmental Management Services, LLC** (“**Public Records Custodian**”). Among other requirements and to the extent applicable by law, the Contractor shall: (1) keep and maintain public records required by the District to perform the service; (2) upon request by the Public Records Custodian, provide the District with the requested public records or allow the records to be inspected or copied within a reasonable time period at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes; (3) ensure that public records which are exempt or confidential, and exempt from public records disclosure requirements, are not disclosed except as authorized by law for the duration of the contract term and following the contract term if the Contractor does not transfer the records to the Public Records Custodian of the District; and (4) upon completion of the contract, transfer to the District, at no cost, all public records in Contractor’s possession or, alternatively, keep, maintain and meet all applicable requirements for retaining public records pursuant to Florida laws. When such public records are transferred by the Contractor, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with Microsoft Word or Adobe PDF formats.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT [DLAUGHLIN@GMSNF.COM](mailto:DLAUGHLIN@GMSNF.COM), (904) 940-5850 X401, 475 WEST TOWN PLACE, SUITE 114, ST. AUGUSTINE, FLORIDA 32092.**

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

**28. ARM'S LENGTH TRANSACTION.** This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. The District and the Contractor participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

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

**30. E-VERIFY.** Contractor shall comply with and perform all applicable provisions of Section 448.095, *Florida Statutes*. Accordingly, to the extent required by Florida Statute, Contractor shall register with and use the United States Department of Homeland Security's E-Verify system to verify the work authorization status of all newly hired employees and shall comply with all requirements of Section 448.095, *Florida Statutes*, as to the use of subcontractors. The District may terminate the Agreement immediately for cause if there is a good faith belief that the Contractor has knowingly violated Section 448.091, *Florida Statutes*. By entering into this Agreement, the Contractor represents that no public employer has terminated a contract with the Contractor under Section 448.095(5)(c), *Florida Statutes*, within the year immediately preceding the date of this Agreement.

**31. PUBLIC ENTITY CRIMES.** Contractor certifies, by acceptance of this Agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provision of section 287.133(2)(a), *Florida Statutes*.

**32. SCRUTINIZED COMPANIES.** In accordance with Section 287.135, *Florida Statutes*, Contractor represents that in entering into this Agreement, neither it nor any of its officers, directors, executives, partners, shareholders, members, or agents is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or the Scrutinized Companies that Boycott Israel List created pursuant to Sections 215.4725 and 215.473, *Florida Statutes*, and in the event such status changes, Contractor shall immediately notify the District. If Contractor is found to have submitted a false statement, has been placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, or has been engaged in business operations in Cuba or Syria, or is now or in the future on the Scrutinized Companies that Boycott Israel List, or engaged in a boycott of Israel, the District may immediately terminate this Agreement.


*[Remainder of Page Intentionally Left Blank]*

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

**AMELIA CONCOURSE COMMUNITY  
DEVELOPMENT DISTRICT**

Signed by:  
  
0A79A816FDE84EA...  
\_\_\_\_\_  
Chairperson, Board of Supervisors

**THE GREENERY OF NORTH FLORIDA,  
INC.**

By:   
\_\_\_\_\_  
Print: Melissa Brock  
\_\_\_\_\_  
Its: Director of Business Development  
\_\_\_\_\_

- Exhibit A:** Service Area Map
- Exhibit B:** Scope of Services

Exhibit A  
Service Area Map



Amelia Concourse Blvd maintenance area  
Phase 3 pond bank maintenance area  
Phase 1 and 2 pond bank maintenance area

## Exhibit B Scope of Services

This exhibit is for contracted landscape maintenance and shall apply to all property governed or owned by Amelia Concourse Community Development District.

Currently, this scope includes the following areas:

1. Amenity Center
2. Main Entrance
3. Second Entrance
4. Phase 2 pond banks
5. Phase 1 pond banks
6. CDD owned tracts/easements along Amelia Concourse Blvd (See Map)
7. CDD owned tract at the intersection of Windflower Trail and Amaryllis Court

\*Note – Please provide cost to maintenance Phase 3 pond banks as a separate option/additional fee.

Services	Cost	Frequency
<i>Moving of grass</i> , no more than 4" high, removing no more than 1/3 of grass height with each mowing	Included	Weekly during growing season and as needed during the dormant season
<i>Weed control</i> . Pre-emergent and contact herbicides shall be applied and hand weeding will be performed.	Included	As needed to maintain clean appearance
<i>Pruning of plants, shrubs, and ground cover</i> . All plants, shrubs, and groundcovers (including palmettos in natural areas) will be pruned according to species and acceptable horticultural practices. Pruning will be performed to remove dead and damaged growth, to develop the natural form of the plant and to create the effect intended. Formal hedges will be pruned more regularly to maintain a hedge type appearance.	Included	2-3 times annually or as needed
<i>Edging</i> of plant beds, walkways, driveways, paved areas, and around installations such as signage, public utility equipment, valves, and sprinkler equipment.	Included	Weekly during growing season and as needed during dormant season
<i>All landscape size trees, palms, and evergreens</i> , in landscaped areas, shall be fertilized twice annually to stimulate root growth and the general vigor of the tree.	Included	As needed
<i>All palms are to be pruned once annually.</i>	<b>Provide cost</b>	Annually
<i>Removal of normal trash and debris</i> from streets, roads, parking areas, sidewalks, walkways, driveways, and the landscaped and natural areas within the area of scope.	Included	Weekly
<i>Minor erosion control</i> .	Included	As needed
<i>Air blowing</i> of sidewalks, pool, deck, and parking areas.	Included	Weekly
<i>Application of fertilizer to shrubs and ornamental beds.</i>	Included	As needed
<i>Application of pesticides to shrubs and ornamental beds.</i>	Included	As needed

<p><i>Application of pesticides and fertilizer to turf.</i></p> <p><i>Winter (February-March)</i> Appropriate granular fertilizer; pre-emergent weed control to help prevent crabgrass and other summer weeds from emerging in the spring; post-emergency broadleaf weed control.</p> <p><i>Spring (March-April)</i> Post-emergency broadleaf weed control; turf-damaging insect control; fungus control (as needed.)</p> <p><i>Late Spring (May-June)</i> Liquid iron with micro-nutrients; turf damaging insect control; fungus control.</p> <p><i>Summer (June-July)</i> Appropriate granular fertilizer/nutrient; turf-damaging insect control; fungus control.</p> <p><i>Early Fall (August-September)</i> Granular control release fertilizer; turf damaging insect control; fungus control.</p> <p><i>Late Fall (October-November)</i> Muriate of Potash; pre-emergent weed control; post emergent weed control; fungus control (as needed.)</p>	<p>Included</p>	<p>Six times annually or when appropriate</p>
<p><i>Surface cleaning of storm drains.</i></p>	<p>Included</p>	<p>As needed</p>
<p><i>Emergency Repairs.</i> The contractor shall be available at all times necessary to prevent property damage or injury.</p>	<p>Included</p>	<p>As needed</p>
<p><i>Application of cypress mulch and pine straw.</i></p>	<p><b>Provide Cost</b></p>	<p>Bi-annually</p>
<p><i>Inspection of the irrigation system</i> to provide proper water coverage of all plant material and proper clock operation. Contractor shall shut down the irrigation system when freezing weather is forecasted.</p>	<p>Included</p>	<p>Monthly</p>
<p><i>Make repairs to the irrigation system</i> to keep it in proper working order.</p>	<p>Cost of parts and labor to be paid by CDD expect when damaged to heads caused by landscaper or landscaper equipment.</p>	<p>As needed</p>
<p><i>Seasonal planning</i> of season flowers shall be planted by the contractor in the existing designated flower beds.</p>	<p><b>Provide Cost</b></p>	<p>Four times per year</p>
<p><i>Monthly site inspection</i> to be performed by a member of the landscape team management and written report submitted each month for review.</p>	<p>Included</p>	<p>Monthly</p>





## Landscape Maintenance Proposal

**Property Name:** Amelia Concourse CDD  
**Address:** Amelia Concourse CDD, 85200 Amaryllis Ct,  
 Fernandina Beach, FL 32034  
**Client Contact:** Chip Dellinger acmanager@gmsnf.com  
**Proposal #:** 68385

**July 24, 2024**

**SPECIFIC CONDITIONS**

- See attached landscape specifications and RFP provided by the client.
- See attached aerial map to define service area.
- Pricing is valid up to 60 days from proposal date.
- Mulch, Seasonal Color and Palm Tree Pruning are not included in base maintenance package. Pricing provided as an additional service to select.

**LANDSCAPE DETAILS**

- Irrigation Repairs NTE \$500 per month. Irrigation Repairs over this amount will require client approval.
- Perimeter wood lines and native buffers not included.
- Pond / Water bank maintenance will be serviced every-other-week in the growing season and as needed in the non-growing season. Littoral shelf not included.
- Ornamental grasses will be allowed to naturalize. No hard pruning. Ornamental grasses will be shaped and cleaned from dead growth as needed.
- Turf care program is included for quality turf and irrigated areas only.

<i>Base Maintenance Package</i>	<i>Monthly Fee</i>	<i>Annual Fee</i>
Landscape Management Program	\$3,177.00	\$38,124.00

<i>Additional Ancillary Services</i>	<i>Quantity</i>	<i>Occurrences</i>	<i>Per Service Fee</i>	<i>Annual Fee</i>
Hardwood Mulching (CY)	40	1	\$2,500.00	\$2,500.00
Seasonal Color Install	504	4	\$1,258.00	\$5,032.00
Palm Tree Pruning (EA)	16	1	\$972.00	\$972.00



**PROPOSAL FORM  
PART IV – PRICING**

*NOTE: If pricing is not provided for subsequent renewal terms, it will be assumed that prices will remain the same through each of the three potential annual renewal terms. Please attach additional sheets as needed to provide pricing for future years.*

See scope of services attached to proposed contract for service details.

	<b>First Year</b>	<b>Second Year</b>	<b>Third Year</b>
<i>Base Services</i>			
<i>Amenity Center, Main Entrance, Second Entrance, Phase 1 &amp; 2 Pond Banks, Amelia Concourse Blvd – CDD Tracts, Intersection of Windflower Trail and Amaryllis Ct – CDD Tract</i>			
General Maintenance (mowing; weed control; pruning – plants, shrubs, ground cover; edging; trash removal; minor erosion control; air blowing; storm drain surface cleaning; monthly site inspection)	\$38,124.00	\$38,886.48	\$39,664.21
Irrigation (inspections and control)	Included Above	Included Above	Included Above
Fertilizer and Turf Pesticide (Labor and materials)	Included Above	Included Above	Included Above
<b>Total – Base Services</b>			
<i>Phase 3 Pond Banks Option</i>			
General Maintenance (mowing; weed control; pruning – plants, shrubs, ground cover; edging; trash removal; minor erosion control; air blowing; storm drain surface cleaning; monthly site inspection)	\$18,984.00	\$19,363.68	\$19,750.95
Irrigation (inspections and control)	Included Above	Included Above	Included Above
Fertilizer and Turf Pesticide (Labor and materials)	Included Above	Included Above	Included Above
<b>Total – Phase 3 Services</b>			
<i>Add-On Services</i>			
Palm Pruning (1x annually) (provide cost for total property palm pruning)	16 Palms: \$972.00	16 Palms: \$991.44	16 Palms: \$1,011.27
Cypress Mulch and Pine Straw application	40 Cu Yds: \$2,500.00	40 Cu Yds: \$2,550.00	40 Cu Yds: \$2,601.00

(provide cost per cu/yd; include cost of removal of old mulch is needed)	\$115.00 per Cubic Yd	\$117.30 per Cubic Yd	\$119.65 per Cubic Yd
Annual Flowers (provide cost per 3" annual)	504 4-inch pots 4x per yr: \$5,032.00	504 4-inch pots 4x per yr: \$5,132.64	504 4-inch pots 4x per yr: \$5,235.29

**ADDITIONAL PRICING REQUESTED:**

CLEAN-UP of Frontage of Amelia Councourse Roadway for Phase 3: \$7,500.00

\$1,000 Discount off of Clean-Up of Frontage Phase 3 if selected as your  
Landscaping Partner and project is conducted between 12/15/2024 - 2/15/2025: -\$1,000 Discount  
***\$6,500.00 Discounted Price***



*SEVENTH ORDER OF BUSINESS*

**Amelia Concourse  
Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2023**

**Amelia Concourse Community Development District**

**ANNUAL FINANCIAL REPORT**

**September 30, 2023**

**TABLE OF CONTENTS**

<b>FINANCIAL SECTION</b>	<b><u>Page Number</u></b>
REPORT OF INDEPENDENT AUDITORS	1-3
MANAGEMENT’S DISCUSSION AND ANALYSIS	4-9
BASIC FINANCIAL STATEMENTS:	
Government-wide Financial Statements:	
Statement of Net Position	10
Statement of Activities	11
Fund Financial Statements:	
Balance Sheet – Governmental Funds	12
Reconciliation of Total Governmental Fund Balances to Net Position of Governmental Activities	13
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	14
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	15
Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – General Fund	16
Statement of Revenues, Expenditures and Changes in Fund Balances – Budget and Actual – Special Purpose Entity	17
Notes to Financial Statements	18-33
INDEPENDENT AUDITORS’ REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	34-35
MANAGEMENT LETTER	36-40
INDEPENDENT ACCOUNTANTS’ REPORT/COMPLIANCE WITH SECTION 218.415, FLORIDA STATUTES	41



# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

## REPORT OF INDEPENDENT AUDITORS

To the Board of Supervisors  
Amelia Concourse Community Development District  
Nassau County, Florida

### Report on Audit of the Financial Statements

#### *Opinion*

We have audited the financial statements of the governmental activities and each major fund of Amelia Concourse Community Development District (the "District"), as of and for the year ended September 30, 2023, and the related notes to financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Amelia Concourse Community Development District as of September 30, 2023, and the respective changes in financial position and the budgetary comparison for the General Fund and Special Purpose Entity for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

To the Board of Supervisors  
Amelia Concourse Community Development District

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for one year beyond the financial statement date, including currently known information that may raise substantial doubt thereafter.

### ***Auditor's Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.



To the Board of Supervisors  
Amelia Concourse Community Development District

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued a report dated August 1, 2024 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations and contracts.

The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Amelia Concourse Community Development District's internal control over financial reporting and compliance.

*Berger Toombs Elam  
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

August 1, 2024

**Amelia Concourse Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2023**

Management's discussion and analysis of Amelia Concourse Community Development District's (the "District") financial performance provides an objective and easily readable analysis of the District's financial activities. The analysis provides summary financial information for the District and should be read in conjunction with the District's financial statements.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

The District's basic financial statements comprise three components; 1) *Government-wide financial statements*, 2) *Fund financial statements*, and 3) *Notes to financial statements*. The *Government-wide financial statements* present an overall picture of the District's financial position and results of operations. The *Fund financial statements* present financial information for the District's major funds. The *Notes to financial statements* provide additional information concerning the District's finances.

The *Government-wide financial statements* are the **statement of net position** and the **statement of activities**. These statements use accounting methods similar to those used by the private-sector. Emphasis is placed on the net position of governmental activities and the change in net position. Governmental activities are primarily supported by special assessments.

The **statement of net position** presents information on all assets and liabilities of the District, with the difference between assets and liabilities reported as net position. Net position are reported in three categories; 1) net investment in capital assets, 2) restricted and 3) unrestricted. Assets, liabilities, and net position are reported for all Governmental activities.

The **statement of activities** presents information on all revenues and expenses of the District and the change in net position. Expenses are reported by major function and program revenues relating to those functions are reported, providing the net cost of all functions provided by the District. To assist in understanding the District's operations, expenses have been reported as governmental activities. Governmental activities funded by the District include general government, physical environment, culture and recreation, and interest on long-term debt.

*Fund financial statements* present financial information for governmental funds. These statements provide financial information for the major funds of the District. Governmental fund financial statements provide information on the current assets and liabilities of the funds, changes in current financial resources (revenues and expenditures), and current available resources.

**Amelia Concourse Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2023**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

*Fund financial statements* include a **balance sheet** and a **statement of revenues, expenditures and changes in fund balances** for all governmental funds. A **statement of revenues, expenditures, and changes in fund balances – budget and actual**, is provided for the District's General Fund and SPE Fund. *Fund financial statements* provide more detailed information about the District's activities. Individual funds are established by the District to track revenues that are restricted to certain uses or to comply with legal requirements.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the statement of revenues, expenditures, and changes in fund balances provide reconciliations to facilitate this comparison between governmental funds and governmental activities.

*Notes to financial statements* provide additional detail concerning the financial activities and financial balances of the District. Additional information about the accounting practices of the District, investments of the District, capital assets, and long-term debt are some of the items included in the *notes to financial statements*.

**Financial Highlights:**

The following are the highlights of financial activity for the year ended September 30, 2023.

- The District's total assets exceeded total liabilities by \$4,590,463 (net position). Unrestricted net position was \$612,857. Restricted net position was \$225,475. Net investment in capital assets was \$3,752,131.
- Governmental activities revenues totaled \$2,304,772 while governmental activities expenses totaled \$1,447,901.

**Amelia Concourse Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2023**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District**

The following schedule provides a summary of the assets, liabilities and net position of the District.

**Net Position**

	<b>Governmental Activities</b>	
	<b>2023</b>	<b>2022</b>
Current assets	\$ 629,149	\$ 1,747,234
Restricted assets	1,207,913	4,328,788
Capital assets, net of depreciation	8,229,292	8,397,425
Total Assets	10,066,354	14,473,447
Current liabilities	285,891	799,855
Non-current liabilities	5,190,000	9,940,000
Total Liabilities	5,475,891	10,739,855
Net investment in capital assets	3,752,131	(1,694,315)
Net position-restricted	225,475	4,079,447
Net position-unrestricted	612,857	1,348,460
Total Net Position	\$ 4,590,463	\$ 3,733,592

The decrease in current assets is related to the decrease in cash in the Special Purpose Entity.

The decrease in restricted assets and current liabilities is related to the payments made for matured interest and matured principal in the current year.

The decrease in non-current liabilities is related to the debt service payments that were made in the current year.

**Amelia Concourse Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2023**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Financial Analysis of the District (Continued)**

The following schedule provides a summary of the changes in net position of the District.

**Change in Net Position**

	<b>Governmental Activities</b>	
	<b>2023</b>	<b>2022</b>
Program Revenues		
Charges for services	\$ 1,353,821	\$ 2,242,386
Operating grants and contributions	17,532	21,809
General Revenues		
Investments earnings	204,900	8,686
Other revenues	728,519	2,525,000
Total Revenues	<u>2,304,772</u>	<u>4,797,881</u>
Expenses		
General government	183,156	210,044
Physical environment	248,045	218,525
Culture/recreation	125,155	108,430
Interest and other charges	891,545	927,170
Total Expenses	<u>1,447,901</u>	<u>1,464,169</u>
Change in Net Position	856,871	3,333,712
Net Position - Beginning of Year	<u>3,733,592</u>	<u>399,880</u>
Net Position - End of year	<u>\$ 4,590,463</u>	<u>\$ 3,733,592</u>

The decrease in charges for services is related to the decrease in the special assessment prepayments in the current year.

The decrease in general government is related to the decrease in engineering and insurance expenses in the current year.

The increase in physical environment is related to the increase in landscape and repairs and maintenance expenses in the current year.

**Amelia Concourse Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2023**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Capital Assets Activity**

The following schedule provides a summary of the District's capital assets as of September 30, 2023 and 2022.

<u>Description</u>	<b>Governmental Activities</b>	
	<u>2023</u>	<u>2022</u>
Land and improvements	\$ 719,533	\$ 719,533
Construction in progress	5,113,634	5,107,103
Improvements other than buildings	423,490	423,490
Infrastructure	2,315,537	2,315,537
Recreation facilities and amenities	1,526,077	1,526,077
Accumulated depreciation	<u>(1,868,979)</u>	<u>(1,694,315)</u>
Total Capital Assets (Net)	<u>\$ 8,229,292</u>	<u>\$ 8,397,425</u>

During the year, depreciation was \$174,664 and additions to construction in progress were \$6,531.

**General Fund Budgetary Highlights**

The budget exceeded actual expenditures primarily because water and sewer, facility maintenance and holiday decoration expenditures were less than anticipated.

The September 30, 2023 General Fund budget was amended because legal fees and repairs and maintenance expenditures were higher than originally anticipated.

**Debt Management**

Governmental Activities debt includes the following:

- In July 2007, the District issued \$7,350,000 Series 2007 Capital Improvement Revenue Bonds. The bonds were issued to finance the acquisition and construction of certain improvements for the benefit of the District. The District has \$585,000 in matured bonds outstanding and the remaining balance outstanding at September 30, 2023 was \$1,105,000.
- In June 2016, the District issued \$3,385,000 Series 2016 Capital Improvement Revenue Bonds. The bonds were issued to finance the acquisition, construction, equipping and installation of certain improvements for the benefit of Phase II of the District improvements. The balance outstanding at September 30, 2023 was \$1,795,000.

**Amelia Concourse Community Development District  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
For the Year Ended September 30, 2023**

**OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)**

**Debt Management (Continued)**

- In March 2019, the District issued \$3,035,000 Series 2019A Capital Improvement Revenue Bonds. The bonds were issued to finance a portion of the cost of acquisition, construction, installation, and equipping of the Phase III Project. The balance outstanding at September 30, 2023 was \$2,405,000.
- In March 2019, the District issued \$1,920,000 Series 2019B-1 Capital Improvement Revenue Bonds. The bonds were issued to finance a portion of the cost of acquisition, construction, installation, and equipping of the Phase III Project. The balance was paid in full as of September 30, 2023.
- In March 2019, the District issued \$1,415,000 Series 2019B-2 Capital Improvement Revenue Bonds. The bonds were issued to finance a portion of the cost of acquisition, construction, installation, and equipping of the Phase III Project. The balance outstanding at September 30, 2023 was \$30,000.

**Economic Factors and Next Year's Budget**

Amelia Concourse Community Development District does not expect any economic factors to have any significant effect on the financial position or results of operations of the District in fiscal year 2024.

**Request for Information**

The financial report is designed to provide a general overview of Amelia Concourse Community Development District's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Amelia Concourse Community Development District, Governmental Management Services, 475 West Town Place, Suite 114, St. Augustine, Florida 32092.

**Amelia Concourse Community Development District**  
**STATEMENT OF NET POSITION**  
**September 30, 2023**

	<u><b>Governmental Activities</b></u>
<b>ASSETS</b>	
Current Assets	
Cash and cash equivalents	\$ 386,510
Investments	196,918
Due from other governments	7,004
Deposits	2,475
Prepaid expenses	36,242
Total Current Assets	<u>629,149</u>
Non-Current Assets	
Restricted assets	
Investments	1,207,913
Capital assets, not being depreciated	
Land and improvements	719,533
Construction in progress	5,113,634
Capital assets, being depreciated	
Improvements other than buildings	423,490
Recreation facilities and amenities	1,526,077
Infrastructure	2,315,537
Less: accumulated depreciation	<u>(1,868,979)</u>
Total Non-Current Assets	<u>9,437,205</u>
Total Assets	<u>10,066,354</u>
 <b>LIABILITIES</b>	
Current Liabilities	
Accounts payable and accrued expenses	12,018
Accrued interest	128,873
Bonds payable	145,000
Total Current Liabilities	<u>285,891</u>
Non-Current Liabilities	
Bonds payable	5,190,000
Total Liabilities	<u>5,475,891</u>
 <b>NET POSITION</b>	
Net investment in capital assets	3,752,131
Restricted for special revenues	5,997
Restricted for debt service	219,478
Unrestricted	612,857
Total Net Position	<u><u>\$ 4,590,463</u></u>

See accompanying notes.



**Amelia Concourse Community Development District**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2023**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenues and Changes in Net Position</u>
<b>Primary government</b>		<b>Charges for Services</b>	<b>Operating Grants and Contributions</b>	<b>Governmental Activities</b>
Governmental Activities				
General government	\$ (183,156)	\$ 209,370	\$ 17,532	\$ 43,746
Physical environment	(248,045)	158,364	-	(89,681)
Culture/recreation	(125,155)	61,052	-	(64,103)
Interest and other charges	(891,545)	925,035	-	33,490
Total Governmental Activities	<u>\$ (1,447,901)</u>	<u>\$ 1,353,821</u>	<u>\$ 17,532</u>	<u>(76,548)</u>
<b>General Revenues</b>				
Investment earnings				204,900
Miscellaneous revenues				728,519
Total General Revenues				<u>933,419</u>
Change in Net Position				856,871
Net Position - October 1, 2022				<u>3,733,592</u>
Net Position - September 30, 2023				<u>\$ 4,590,463</u>

See accompanying notes.

**Amelia Concourse Community Development District  
BALANCE SHEET -  
GOVERNMENTAL FUNDS  
September 30, 2023**

	General	Special Purpose Entity	Debt Service	Capital Projects	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents	\$ 380,513	\$ 5,997	\$ -	\$ -	\$ 386,510
Investments	102,589	-	-	94,329	196,918
Due from other governments	5,463	-	1,541	-	7,004
Due from other funds	3,264	-	-	75,000	78,264
Deposits	2,475	-	-	-	2,475
Prepaid expenses	36,242	-	-	-	36,242
Restricted assets					
Investments, at fair value	-	-	587,421	620,492	1,207,913
Total Assets	<u>\$ 530,546</u>	<u>\$ 5,997</u>	<u>\$ 588,962</u>	<u>\$ 789,821</u>	<u>\$ 1,915,326</u>
<b>LIABILITIES AND FUND BALANCES</b>					
Liabilities:					
Accounts payable and accrued expenses	\$ 12,018	\$ -	\$ -	\$ -	\$ 12,018
Due to other funds	75,000	-	-	3,264	78,264
Total Liabilities	<u>87,018</u>	<u>-</u>	<u>-</u>	<u>3,264</u>	<u>90,282</u>
Fund Balances:					
Nonspendable					
Deposits and prepaid expenses	38,717	-	-	-	38,717
Restricted					
Debt service	-	-	588,962	-	588,962
Special purpose	-	5,997	-	-	5,997
Assigned-capital projects	-	-	-	786,557	786,557
Unassigned	404,811	-	-	-	404,811
Total Fund Balances	<u>443,528</u>	<u>5,997</u>	<u>588,962</u>	<u>786,557</u>	<u>1,825,044</u>
Total Liabilities and Fund Balances	<u>\$ 530,546</u>	<u>\$ 5,997</u>	<u>\$ 588,962</u>	<u>\$ 789,821</u>	<u>\$ 1,915,326</u>

See accompanying notes.

**Amelia Concourse Community Development District**  
**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES**  
**TO NET POSITION OF GOVERNMENTAL ACTIVITIES**  
**September 30, 2023**

Total Governmental Fund Balances	\$ 1,825,044
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets not being depreciated, land and improvements, \$719,533, and construction in progress, \$5,113,634, used in governmental activities are not current financial resources and, therefore, are not reported at the fund level.	5,833,167
Capital assets being depreciated, infrastructure, \$2,315,537, improvements other than buildings, \$423,490, and recreation facilities and amenities, \$1,526,077, net of accumulated depreciation, \$(1,868,979), used in governmental activities are not financial resources and therefore, are not reported at the fund level.	2,396,125
Long-term liabilities, including bonds payable, are not due and payable in the current period and; therefore, are not reported at the fund level.	(5,335,000)
Accrued interest expense for long-term debt is not a current financial use and; therefore, is not reported at the fund level.	<u>(128,873)</u>
Net Position of Governmental Activities	<u><u>\$ 4,590,463</u></u>

See accompanying notes.

**Amelia Concourse Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**For the Year Ended September 30, 2023**

	General	Special Purpose Entity	Debt Service	Capital Projects	Total Governmental Funds
Revenues					
Special assessments	\$ 428,786	\$ -	\$ 925,035	\$ -	\$ 1,353,821
Bondholder contributions	-	17,532	-	-	17,532
Investment earnings	9,746	-	163,549	31,605	204,900
Miscellaneous revenues	1,119	-	727,400	-	728,519
Total Revenues	<u>439,651</u>	<u>17,532</u>	<u>1,815,984</u>	<u>31,605</u>	<u>2,304,772</u>
Expenditures					
Current					
General government	167,528	11,313	4,315	-	183,156
Physical environment	126,715	-	-	22,970	149,685
Culture/recreation	48,851	-	-	-	48,851
Capital outlay	-	-	-	6,531	6,531
Debt service					
Principal	-	-	4,890,000	-	4,890,000
Interest	-	-	964,950	-	964,950
Other	-	-	50,000	-	50,000
Total Expenditures	<u>343,094</u>	<u>11,313</u>	<u>5,909,265</u>	<u>29,501</u>	<u>6,293,173</u>
Excess of revenues over/(under) expenditures	96,557	6,219	(4,093,281)	2,104	(3,988,401)
Other financing sources/(uses)					
Transfers in	-	-	84,324	81,043	165,367
Transfers out	(75,000)	-	(6,043)	(84,324)	(165,367)
Total Other Financing Sources/(Uses)	<u>(75,000)</u>	<u>-</u>	<u>78,281</u>	<u>(3,281)</u>	<u>-</u>
Net change in fund balances	21,557	6,219	(4,015,000)	(1,177)	(3,988,401)
Fund Balances - October 1, 2022	<u>421,971</u>	<u>(222)</u>	<u>4,603,962</u>	<u>787,734</u>	<u>5,813,445</u>
Fund Balances - September 30, 2023	<u>\$ 443,528</u>	<u>\$ 5,997</u>	<u>\$ 588,962</u>	<u>\$ 786,557</u>	<u>\$ 1,825,044</u>

See accompanying notes.

**Amelia Concourse Community Development District**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF ACTIVITIES**  
**For the Year Ended September 30, 2023**

Net Change in Fund Balances - Total Governmental Funds	\$ (3,988,401)
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets are allocated over their estimated useful lives as depreciation. This is the amount that depreciation, \$(174,664), exceeded capital outlay, \$6,531, in the current year.	(168,133)
Repayments of bond principal are expenditures at the fund level, but the repayments reduce long-term liabilities in the Statement of Net Position.	4,890,000
In the Statement of Activities, interest is accrued on outstanding bonds; whereas in the fund level interest expenditures are reported when due. This is the change in accrued interest in the current period.	<u>123,405</u>
Change in Net Position of Governmental Activities	<u><u>\$ 856,871</u></u>

See accompanying notes.

**Amelia Concourse Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES – BUDGET AND ACTUAL – GENERAL FUND**  
**For the Year Ended September 30, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues				
Special assessments	\$ 421,342	\$ 427,323	\$ 428,786	\$ 1,463
Investment earnings	100	9,751	9,746	(5)
Miscellaneous revenues	500	1,119	1,119	-
Total Revenues	<u>421,942</u>	<u>438,193</u>	<u>439,651</u>	<u>1,458</u>
Expenditures				
Current				
General government	153,062	183,975	167,528	16,447
Physical environment	117,843	140,227	126,715	13,512
Culture/recreation	71,674	66,055	48,851	17,204
Total Expenditures	<u>342,579</u>	<u>390,257</u>	<u>343,094</u>	<u>47,163</u>
Excess of revenues over expenditures	79,363	47,936	96,557	48,621
Other Financing Sources/(Uses)				
Transfer out	<u>(79,363)</u>	<u>(75,000)</u>	<u>(75,000)</u>	<u>-</u>
Net change in fund balances	-	(27,064)	21,557	48,621
Fund Balances - October 1, 2022	<u>-</u>	<u>27,064</u>	<u>421,971</u>	<u>394,907</u>
Fund Balances - September 30, 2023	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 443,528</u>	<u>\$ 443,528</u>

See accompanying notes.

**Amelia Concourse Community Development District**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCES – BUDGET AND ACTUAL – SPECIAL PURPOSE ENTITY**  
**For the Year Ended September 30, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<b>Variance with Final Budget Positive (Negative)</b>
Revenues				
Bondholder contributions	<u>\$ 25,650</u>	<u>\$ 25,650</u>	<u>\$ 17,532</u>	<u>\$ (8,118)</u>
Expenditures				
Current				
General government	<u>25,650</u>	<u>25,650</u>	<u>11,313</u>	<u>14,337</u>
Net change in fund balances	<u>-</u>	<u>-</u>	<u>6,219</u>	<u>6,219</u>
Fund Balances - October 1, 2022	<u>-</u>	<u>-</u>	<u>(222)</u>	<u>(222)</u>
Fund Balances - September 30, 2023	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 5,997</u></u>	<u><u>\$ 5,997</u></u>

See accompanying notes.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The District's more significant accounting policies are described below.

**1. Reporting Entity**

The District was established on July 10, 2006, by Ordinance 2006-58 of Nassau County, Florida, pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of the infrastructure necessary for community development within its jurisdiction. The District is authorized to issue bonds for the purpose, among others, of financing, funding, planning, establishing, acquiring, constructing or re-constructing, enlarging or extending, equipping, operating and maintaining water management, bridges or culverts, district roads, landscaping, street lights and other basic infrastructure projects within or without the boundaries of the Amelia Concourse Community Development District. The District is governed by a five-member Board of Supervisors who are elected for four year terms. The District operates within the criteria established by Chapter 190, Florida Statutes.

As required by GAAP, these financial statements present the Amelia Concourse Community Development District (the primary government) as a local unit of special-purpose government. The reporting entity for the District includes all functions of government in which the District's Board exercises oversight responsibility including, but not limited to, financial interdependency, selection of governing authority, designation of management, significant ability to influence operations and accountability for fiscal matters. To be includable within the District's financial statements, the component unit must be financially accountable or the exclusion of the nature and significance of their relationship with the District would cause the financial statements to be misleading or incomplete. Blended component units must be financially accountable to the District; there must be a financial burden/benefit relationship and the entity, although legally separate, must operate like a fund of the District.

Based upon the application of the above-mentioned criteria as set forth in Governmental Accounting Standards Board, the District has identified one blended component unit.

The blended component unit is a legally separate entity. It is reported as a Special Revenue Fund. The blended component unit of the District is as follows:



**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**1. Reporting Entity (Continued)**

Amelia Concourse SPE, LLC – The Company is a Special Purpose Entity (the “SPE”) that was created to own, manage, maintain, and sell and/or dispose of the Property for the benefit of the District based upon an agreement between the Company, the District, and the U.S. Bank National Association (the “Trustee”). The Company has sold all the property subject to the agreement to the Developer. The Developer and SPE entered into a Real Estate Sales Agreement that requires the Developer to remit a % of each home sale to the Company based upon the sale price. Whenever the Company receives cash from the sale of the property to end user, the net proceeds are remitted to the Trustee to apply pursuant to the Series 2007 Trust Indenture.

**2. Measurement Focus and Basis of Accounting**

The basic financial statements of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to financial statements

**a. Government-wide Financial Statements**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Government-wide financial statements report all non-fiduciary information about the reporting government as a whole and its blended component unit. These statements include all the governmental activities of the primary government and its component unit. The effect of interfund activity has been removed from these statements.

Governmental activities are supported by special assessments, developer contributions, intergovernmental revenues and interest. Program revenues are netted with program expenses in the Statement of Activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as an other financing source.

Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements**

The underlying accounting system of the District is organized and operated on the basis of separate funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the primary government's governmental funds are presented after the government-wide financial statements. These statements display information about major funds individually.

**Governmental Funds**

The District implemented the Governmental Accounting Standards Board Statement 54 – *Fund Balance Reporting and Governmental Fund Type Definitions*. The Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The classifications include non-spendable, restricted, committed, assigned and unassigned.

The District has various policies governing the fund balance classifications.

**Non-spendable Fund Balance** – This classification consists of amounts that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

**Restricted Fund Balance** – This classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

**Committed Fund Balance** – This classification consists of amounts that can only be used for specific purposes pursuant to the constraints imposed by a formal action of the government's highest level of decision making authority.

**Assigned Fund Balance** – This classification consists of the Board of Supervisors' intent to be used for specific purposes, but are neither restricted nor committed. The assigned fund balances can also be assigned by the District's management company.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**2. Measurement Focus and Basis of Accounting (Continued)**

**b. Fund Financial Statements (Continued)**

**Governmental Funds (Continued)**

Unassigned Fund Balance – This classification is the residual classification for the government’s general fund and includes all spendable amounts not contained in the other classifications. Unassigned fund balance is considered to be utilized first when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

Fund Balance Spending Hierarchy – When restricted, committed, assigned, and unassigned fund balances are combined in a fund, qualified expenditures are paid first from restricted or committed fund balance, as appropriate, then assigned and finally unassigned fund balances.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collected within the current period or soon thereafter, to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Interest associated with the current fiscal period is considered to be an accrual item and so has been recognized as revenue of the current fiscal period.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of “available spendable resources”. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Because of their spending measurement focus, expenditure recognition for governmental fund types excludes amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended, rather than as fund assets. In addition, the proceeds of long-term debt are recorded as an other financing source rather than as a fund liability.

Debt service expenditures are recorded only when payment is due.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**3. Basis of Presentation**

**a. Governmental Major Funds**

General Fund – The General Fund is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Special Purpose Entity Fund – The Special Purpose Entity Fund is a Special Revenue Fund that accounts for the activities of the SPE, a blended component unit of the government. The SPE owns, manages, maintains, and will sell and/or dispose of the property for the benefit of the District.

Debt Service Fund – The Debt Service Fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

Capital Projects Fund – Accounts for construction of infrastructure improvements within the District.

**b. Non-current Governmental Assets/Liabilities**

GASB Statement 34 requires that non-current governmental assets, such as infrastructure and improvements, and non-current governmental liabilities, such as general obligation bonds, be reported in the governmental activities column in the government-wide Statement of Net Position.

**4. Assets, Liabilities, and Net Position or Equity**

**a. Cash and Investments**

Florida Statutes require state and local governmental units to deposit monies with financial institutions classified as "Qualified Public Depositories," a multiple financial institution pool whereby groups of securities pledged by the various financial institutions provide common collateral from their deposits of public funds. This pool is provided as additional insurance to the federal depository insurance and allows for additional assessments against the member institutions, providing full insurance for public deposits.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**a. Cash and Investments (Continued)**

The District is authorized to invest in those financial instruments as established by Section 218.415, Florida Statutes. The authorized investments consist of:

1. Direct obligations of the United States Treasury;
2. The Local Government Surplus Funds Trust or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act of 1969;
3. Interest bearing time deposits or savings accounts in authorized qualified public depositories;
4. Securities and Exchange Commission, registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Cash equivalents include time deposits and certificates of deposit with original maturities of three months or less and held in a qualified public depository as defined by Section 280.02, Florida Statutes.

**b. Restricted Assets**

Certain assets of the District and a corresponding liability or portion of net position is classified as restricted on the statement of net position because their use is limited either by law through constitutional provisions or enabling legislation, or by restrictions imposed externally by creditors. In a fund with both restricted and unrestricted assets, qualified expenses are considered to be paid first from restricted net position and then from unrestricted net position.

**c. Capital Assets**

Capital assets, which include land and improvements, construction in progress, improvements other than buildings, recreational facilities and amenities, and infrastructure, are reported in the governmental activities column in the government-wide statements.

The District defines capital assets as assets with an initial, individual cost of \$5,000 or more and an estimated useful life in excess of one year. The valuation basis for all assets is historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

**Amelia Concourse Community Development District  
NOTES TO THE FINANCIAL STATEMENTS  
September 30, 2023**

**NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**4. Assets, Liabilities, and Net Position or Equity (Continued)**

**c. Capital Assets (Continued)**

Depreciation of capital assets is computed and recorded by utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Infrastructure	20 years
Improvements other than buildings	20 years
Recreational facilities and amenities	30 years

**d. Budgets**

Budgets are prepared and adopted after public hearings for the governmental funds, pursuant to Chapter 190, Florida Statutes. The District utilizes the same basis of accounting for budgets as it does for revenues and expenditures in its various funds. The legal level of budgetary control is at the fund level. All budgeted appropriations lapse at year end. Formal budgets are adopted for the general and debt service funds.

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

**1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position**

“Total fund balances” of the District’s governmental funds, \$1,825,044, differs from “net position” of governmental activities, \$4,590,463, reported in the Statement of Net Position. This difference primarily results from the long-term economic focus of the Statement of Net Position versus the current financial resources focus of the Governmental Fund Balance Sheet. The effect of the differences is illustrated below.

**Capital related items**

When capital assets (infrastructure and recreational facilities that are to be used in governmental activities) are purchased or constructed, the cost of those assets is reported as expenditures in governmental funds. However, the Statement of Net Position included those capital assets among the assets of the District as a whole.

Land	\$ 719,533
Construction in progress	5,113,634
Improvements other than buildings	1,526,077
Infrastructure	2,315,537
Recreational facilities	423,490
Accumulated depreciation	<u>(1,868,979)</u>
Total	<u>\$ 8,229,292</u>

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)**

**1. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position (Continued)**

**Long-term debt transactions**

Long-term liabilities applicable to the District’s governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities (both current and long-term) are reported in the Statement of Net Position.

Balances at September 30, 2023 were:

Bonds payable	\$ <u>(5,335,000)</u>
---------------	-----------------------

**Accrued interest**

Accrued liabilities in the Statement of Net Position differ from the amount reported in governmental funds due to the accrued interest on bonds.

Accrued interest	\$ <u>(128,873)</u>
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**2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities**

The “net change in fund balances” for government funds, \$(3,988,401), differs from the “change in net position” for governmental activities, \$856,871, reported in the Statement of Activities. The differences arise primarily from the long-term economic focus of the Statement of Activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

**Capital related items**

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the Statement of Activities, the costs of those assets are allocated over their estimated useful lives as depreciation. The following is the amount that capital outlay exceeded depreciation in the current year.

Depreciation	\$ (174,664)
Capital outlay	<u>6,531</u>
Total	<u>\$ (168,133)</u>

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE B – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (CONTINUED)**

**2. Explanation of Differences Between the Governmental Fund Operating Statements and the Statement of Activities (Continued)**

**Long-term debt transactions**

Repayments of bond principal are expenditures at the fund level but reduce liabilities in the Statement of Net Position. The issuance of new debt is an other financing source at the fund level but it increases long-term liabilities in the Statement of Net Position.

Principal payments	<u>\$ 4,890,000</u>
--------------------	---------------------

Some expenses reported in the Statement of Activities do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds.

Change in accrued interest payable	<u>\$ 123,405</u>
------------------------------------	-------------------

**NOTE C – CASH AND INVESTMENTS**

All deposits are held in qualified public depositories and are included on the accompanying balance sheet and statement of net position as cash and investments.

**Custodial Credit Risk – Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned. The investment policy of the District follows the provisions of Chapter 280, Florida Statutes regarding deposits and investments. As of September 30, 2023, the District's bank balance was \$420,471 and the carrying value was \$386,510. The District controls its exposure to custodial credit risk because it maintains all deposits in a qualified public depository in accordance with the provisions of Chapter 280, Florida Statutes, which means that all deposits are fully insured by Federal Depositors Insurance or collateralized under Chapter 280, Florida Statutes.



**Amelia Concourse Community Development District  
NOTES TO THE FINANCIAL STATEMENTS  
September 30, 2023**

**NOTE C – CASH AND INVESTMENTS (CONTINUED)**

Investments

The District's investment policy allows management to invest funds in investments permitted under Section 218.415, Florida Statutes. The investment in Florida PRIME is measured at amortized cost. Florida PRIME has established policies and guidelines regarding participant transactions and the authority to limit or restrict withdrawals or impose a penalty for an early withdrawal. As of September 30, 2023, there were no redemption fees, maximum transaction amounts, or any other requirement that would limit daily access to 100 percent of the account value.

As of September 30, 2023, the District had the following investments and maturities:

<u>Investment</u>	<u>Maturity</u>	<u>Fair Value</u>
Florida PRIME	35 Days *	\$ 152,028
First American Treasury Obligation	15 Days *	616,285
First American Government Obligation	24 Days *	3,514
U.S. Bank Managed Money Market	N/A	633,004
Total		<u>\$ 1,404,831</u>

\* Weighted Average Maturity

The District categorizes its fair value measurements within the fair value hierarchy recently established by generally accepted accounting principles. The fair value is the price that would be received to sell an asset, or paid to transfer a liability, in an orderly transaction between market participants at the measurement date. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The District uses a market approach in measuring fair value that uses prices and other relevant information generated by market transactions involving identical or similar assets, liabilities, or groups of assets and liabilities.

Assets or liabilities are classified into one of three levels. Level 1 is the most reliable and is based on quoted price for identical assets, or liabilities, in an active market. Level 2 uses significant other observable inputs when obtaining quoted prices for identical or similar assets, or liabilities, in markets that are not active. Level 3 is the least reliable and uses significant unobservable inputs that uses the best information available under the circumstances, which includes the District's own data in measuring unobservable inputs.

Based on the criteria in the preceding paragraph, the investment in First American Treasury Obligation, First American Government Obligation, and U.S. Bank Managed Money Market are Level 1 assets.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE C – CASH AND INVESTMENTS (CONTINUED)**

Interest Rate Risk

The District monitors investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

The District's investments are limited by state statutory requirements and bond compliance. The District has no investment policy that would further limit its investment choices. As of September 30, 2023, the District's investment in the First American Treasury Obligation, First American Government Obligation, and Florida PRIME were rated AAAM by Standard & Poor's.

Concentration of Credit Risk

The District places no limit on the amount it may invest in any one issuer. The investment in First American Treasury Obligation represents 44% of the District's total investments. The investment in Florida PRIME represents 11% of the District's total investments. The investments in U.S. Bank Managed Money Market Account represents 45% of the District's total investments. Less than 1% of the District's total investments are in First American Government Obligation Funds.

The types of deposits and investments and their level of risk exposure as of September 30, 2023 were typical of these items during the fiscal year then ended. The District considers any decline in fair value for certain investments to be temporary. In addition, the District has the ability to hold investments to maturity that have fair values less than cost. The District's investments are recorded at book value.

**NOTE D – INTERFUND ACTIVITY**

Interfund balances at September 30, 2023, consisted of the following:

	<b>Payable Fund</b>		<b>Total</b>
	<b>General Fund</b>	<b>Capital Projects Fund</b>	
<b><u>Receivable Fund</u></b>			
General Fund	\$ -	\$ 3,264	\$ 3,264
Capital Projects	75,000	-	75,000
	<b>\$ 75,000</b>	<b>\$ 3,264</b>	<b>\$ 78,264</b>

The amount due to the Capital Projects Fund from the General Fund related to fiscal year 23 capital reserve funding paid by the General Fund. The amount due to the General Fund from the Capital Projects Fund is related to purchases made by the Capital Projects Fund that was budgeted by the General Fund.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE D – INTERFUND ACTIVITY (CONTINUED)**

Interfund transfers for the year ended September 30, 2023, consisted of the following:

<b>Transfers In</b>	<b>Transfers Out</b>			<b>Total</b>
	General Fund	Debt Service Fund	Capital Projects Fund	
Capital Projects Fund	\$ 75,000	\$ 6,043	\$ -	\$ 81,043
Debt Service Fund	-	-	84,324	84,324
Totals	<u>\$ 75,000</u>	<u>\$ 6,043</u>	<u>\$ 84,324</u>	<u>\$ 165,367</u>

The amount transferred to the Capital Projects Fund relates to funds received from the General Fund for capital reserve funding. Amounts transferred from the Debt Service Fund to the Capital Projects Fund are in accordance with the Trust Indenture.

**NOTE E – SPECIAL ASSESSMENT REVENUES**

Assessments are non-ad valorem assessments on benefitted property within the District. Operating and Maintenance Assessments are based upon adopted budget and levied annually. Debt Service Assessments are levied when bonds are issued and collected annually. The District may collect assessments directly or utilize the uniform method of collection (Chapter 197.3632, Florida Statutes). Direct collected assessments are due as determined by annual assessment resolution adopted by the Board of Supervisors. Assessments collected under the uniform method are mailed by County Tax Collector on November 1 and due on or before March 31 of each year. Property owners may prepay a portion or all of the Debt Service Assessments on their property subject to various provisions in the bond documents.

Assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE F – CAPITAL ASSETS**

Capital Asset activity for the year ended September 30, 2023 was as follows:

	Balance October 1, 2022	Additions	Deletions	Balance September 30, 2023
<u>Governmental Activities:</u>				
Capital assets, not being depreciated:				
Land and improvements	\$ 719,533	\$ -	\$ -	\$ 719,533
Construction in progress	5,107,103	6,531	-	5,113,634
Total Capital Assets, Not Being Depreciated	<u>5,826,636</u>	<u>6,531</u>	<u>-</u>	<u>5,833,167</u>
Capital assets, being depreciated:				
Improvements other than buildings	423,490	-	-	423,490
Infrastructure	2,315,537	-	-	2,315,537
Recreational facilities and amenities	1,526,077	-	-	1,526,077
Total Capital Assets, Being Depreciated	<u>4,265,104</u>	<u>-</u>	<u>-</u>	<u>4,265,104</u>
Less accumulated depreciation for:				
Improvements other than buildings	(105,875)	(21,175)	-	(127,050)
Infrastructure	(499,397)	(77,185)	-	(576,582)
Recreational facilities and amenities	(1,089,043)	(76,304)	-	(1,165,347)
Total Accumulated Depreciation	<u>(1,694,315)</u>	<u>(174,664)</u>	<u>-</u>	<u>(1,868,979)</u>
Total Capital Assets, Being Depreciated, net	<u>\$ 2,570,789</u>	<u>\$ (174,664)</u>	<u>\$ -</u>	<u>\$ 2,396,125</u>
Governmental Activities Capital Assets	<u>\$ 8,397,425</u>	<u>\$ (168,133)</u>	<u>\$ -</u>	<u>\$ 8,229,292</u>

Depreciation of \$98,360 was charged to physical environment and \$76,304 was charged to culture/recreation.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE G – LONG-TERM DEBT**

The following is a summary of activity in the long-term debt of the District for the year ended September 30, 2023:

Long-term debt at October 1, 2022	\$ 10,225,000
Principal payments	<u>(4,890,000)</u>
Long-term debt at September 30, 2023	<u>\$ 5,335,000</u>

Long-term debt is comprised of the following:

**Capital Improvement Revenue Bonds**

<p>\$7,350,000 Series 2007 Capital Improvement Revenue Bonds due in annual principal installments beginning May 2009 and maturing May 1, 2038. Interest at a rate of 5.75% is due May and November beginning November 2007.</p>	\$ 1,105,000
<p>\$3,385,000 Series 2016 Capital Improvement Revenue Bonds due in annual principal installments beginning May 2018 and maturing May 1, 2047. Interest at a rate of 6.00% is due May and November beginning November 2016.</p>	1,795,000
<p>\$3,035,000 Series 2019A Capital Improvement Revenue Bonds due in annual principal installments beginning May 2020 and maturing May 1, 2049. Interest is at a rate of 5.650% is due May and November beginning May 2019.</p>	2,405,000
<p>\$1,415,000 Series 2019B-2 Capital Improvement Revenue Bonds due in one balloon payment May 2029. Interest at a rate of 7.250% is due May and November beginning May 2019.</p>	<u>30,000</u>
Total Long-term Debt	<u>\$ 5,335,000</u>

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE G – LONG-TERM DEBT (CONTINUED)**

The annual requirements to amortize the principal and interest of long-term debt outstanding as of September 30, 2023 are as follows:

Year Ending September 30,	Principal	Interest	Total
2024	\$ 145,000	\$ 308,864	\$ 453,864
2025	130,000	300,915	430,915
2026	135,000	293,398	428,398
2027	145,000	285,580	430,580
2028	160,000	277,193	437,193
2029-2033	955,000	1,230,850	2,185,850
2034-2038	1,250,000	923,335	2,173,335
2039-2043	1,030,000	586,806	1,616,806
2044-2048	1,215,000	249,534	1,464,534
2049	170,000	9,605	179,605
Totals	<u>\$ 5,335,000</u>	<u>\$ 4,466,080</u>	<u>\$ 9,801,080</u>

Summary of Significant Bonds Resolution Terms and Covenants

Depository Funds – The bond resolution establishes certain funds and determines the order in which revenues are to be deposited into these funds. A description of the significant funds, including their purposes, is as follows:

1. Reserve Fund – The 2007 Reserve Account is funded from the proceeds of the Bonds in an amount equal to the reserve percentage, 7.0264%, times the deemed outstanding amount. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.
2. Reserve Fund – The 2016 Reserve Account is funded from the proceeds of the Bonds in an amount equal to 50% of the maximum annual debt service requirement for the Series 2016 Bonds, which amount initially equals \$123,050. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.
3. Reserve Fund – The 2019A Reserve Account is funded from the proceeds of the Bonds in an amount equal to 50% of the maximum annual debt service requirement for the Series 2019A Bonds, which initially equals \$106,301. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.
4. Reserve Fund – The 2019B-1 and 2019B-2 Reserve Account is funded from the proceeds of the Bonds in an amount equal to 50% of the annual interest requirement for the Series 2019B-1 Bonds and Series 2019B-2 Bonds, which amount initially equals \$50,400 and \$51,294 respectively. Monies held in the reserve accounts will be used only for the purposes established in the Trust Indenture.

**Amelia Concourse Community Development District**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**September 30, 2023**

**NOTE G – LONG-TERM DEBT (CONTINUED)**

The following is a schedule for the reserve requirements:

	Capital Improvement Revenue Bonds	
	Reserve Balance	Reserve Requirement
Series 2007 Capital Improvement Revenue Bonds	\$ 113,068	\$ 77,642
Series 2016 Capital Improvement Revenue Bonds	\$ 72,650	\$ 72,075
Series 2019A Capital Improvement Revenue Bonds	\$ 106,301	\$ 89,806
Series 2019B-2 Capital Improvement Revenue Bonds	\$ 1,088	\$ 1,088

**NOTE H – RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. These risks are covered by commercial insurance from independent third parties. Settled claims from these risks have not exceeded commercial insurance coverage over the past three years.

**NOTE I – SUBSEQUENT EVENT**

In November 2023, the District made the following prepayments: \$5,000 on the Capital Improvement Revenue Bonds, Series 2016, \$5,000 on the Capital Improvement Revenue Bonds, Series 2019A, and \$30,000 on the Capital Improvement Revenue Bonds, Series 2019B-2, which was a full redemption.

In May 2024, the District made the following prepayments: \$15,000 on the Capital Improvement Revenue Bond, Series 2007, \$5,000 on the Capital Improvement Revenue Bonds, Series 2016, and \$5,000 on the Capital Improvement Revenue Bonds, Series 2019A.

In July 2024, the SPE was dissolved.



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## **INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Supervisors  
Amelia Concourse Community Development District  
Nassau County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements, as listed in the table of contents, of Amelia Concourse Community Development District, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the basic financial statements and have issued our report thereon dated August 1, 2024.

### **Report on Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Amelia Concourse Community Development District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Amelia Concourse Community Development District's internal control. Accordingly, we do not express an opinion on the effectiveness of Amelia Concourse Community Development District's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.



To the Board of Supervisors  
Amelia Concourse Community Development District

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Amelia Concourse Community Development District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the District in a separate letter dated August 1, 2024. (See pages 36-40)

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

August 1, 2024



# Berger, Toombs, Elam, Gaines & Frank

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## MANAGEMENT LETTER

To the Board of Supervisors  
Amelia Concourse Community Development District  
Nassau County, Florida

### Report on the Financial Statements

We have audited the financial statements of the Amelia Concourse Community Development District as of and for the year ended September 30, 2023, and have issued our report thereon dated August 1, 2024.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Florida Auditor General.

### Other Reports and Schedule

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Auditor's Report on an examination conducted in accordance with AICPA Professionals Standards, AT-C Section 315 regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in that report, which is dated August 1, 2024, should be considered in conjunction with this management letter.

### Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been made to address findings and recommendations made in the preceding financial audit report. The following findings or recommendations were made in the preceding financial audit report:

### Findings and Recommendations

#### 2012-01/2013-01/2014-01 Reserve Requirement

Finding: The Debt Service Reserve Requirement for 2007 Bond was not met at fiscal year end.

Recommendation: The District should make the necessary arrangements to ensure funds are available to make debt service payments.

To the Board of Supervisors  
Amelia Concourse Community Development District

Management Response: The District is working directly with the Trustee and Bondholders to resolve all financial issues related to the non-payment of assessments which resulted in foreclosure of property, insufficient funds to meet debt service requirements, fund balance deficits and failure to meet Debt Service Reserve Fund requirements.

Current Status: This finding has been corrected as of September 30, 2023.

2012-02/2013-02/2014-02 Financial Condition Assessment

Finding: The District's financial conditions continue to deteriorate and the future of the project remains uncertain. The Debt Service Fund has reported deficit fund balances at the end of the fiscal year for six years. Nonpayment of assessments by the former Developer caused there to be insufficient funds available to make the required debt service payments on the Series 2007 bond beginning with the scheduled payment due on May 1, 2009. As a result, the interest portion of the May 1, 2009 debt service payment for the Series 2007 Bonds was made, in part, by a draw on the Debt Service Reserve Account and the May 1, 2009 principal payment was not made until March 12, 2013. Additional debt service payments were not made. However, the District did not make the current year principal payment, any of the past due interest nor did they make full payment of the current year interest due. The failures by the District to pay its debt service on 2007 Bond are considered events of default. The District remains obligated with respect to the principal and interest on the Series 2007 Bonds.

Recommendation: The District should take the necessary steps to improve the deteriorating financial condition.

Management Response: The District is working directly with the Trustee and Bondholders to resolve all financial issues related to the non-payment of assessments which resulted in foreclosure of property, insufficient funds to meet debt service requirements, fund balance deficits and failure to meet Debt Service Reserve Fund requirements.

Current Status: The District paid the matured principal and all of the matured interest during the year.

To the Board of Supervisors  
Amelia Concourse Community Development District

### **Financial Condition**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not Amelia Concourse Community Development District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the Amelia Concourse Community Development District met one of the conditions described in Section 218.503(1), Florida Statutes (See finding above).

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial conditions assessment procedures as of September 30, 2023 for the Amelia Concourse Community Development District. It is management's responsibility to monitor the Amelia Concourse Community Development District's financial condition; our financial condition assessment was based in part on the representations made by management and the review of the financial information provided by the same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

### **Specific Information**

The information provided below was provided by management and has not been audited; therefore, we do not express an opinion or provide any assurance on the information.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Amelia Concourse Community Development District reported:

- 1) The total number of district employees compensated in the last pay period of the District's fiscal year: 4
- 2) The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District's fiscal year: 12
- 3) All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency: \$4,433
- 4) All compensation earned by or awarded to nonemployee independent contractors, defined as entities or individuals that receive 1099s, whether paid or accrued, regardless of contingency: \$404,410
- 5) Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1, 2022, together with the total expenditures for such project: N/A
- 6) A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the District amends a final adopted budget under Section 189.016(6), Florida Statutes: The budget was amended, see below.

To the Board of Supervisors  
Amelia Concourse Community Development District

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)8, Rules of the Auditor General, the Amelia Concourse Community Development District reported:

- 1) The rate or rates of non-ad valorem special assessments imposed by the District: General Fund, \$1,030.77 and Debt Service Fund, \$571.74 - \$1,729.57
- 2) The amount of special assessments collected by or on behalf of the District: Total special assessments collected was \$1,353,821.
- 3) The total amount of outstanding bonds issued by the District and the terms of such bonds: See page 31, Note G.

	<b>Original Budget</b>	<b>Actual</b>	<b>Variance with Original Budget Positive (Negative)</b>
<b>Revenues</b>			
Special assessments	\$ 421,342	\$ 428,786	\$ 7,444
Investment income	100	9,746	9,646
Miscellaneous revenues	500	1,119	619
Total Revenues	<u>421,942</u>	<u>439,651</u>	<u>17,709</u>
<b>Expenditures</b>			
<b>Current</b>			
General government	153,062	167,528	(14,466)
Physical environment	117,843	126,715	(8,872)
Culture and recreation	71,674	48,851	22,823
Total Expenditures	<u>342,579</u>	<u>343,094</u>	<u>(515)</u>
Excess of revenues over/(under) expenditures	79,363	96,557	17,194
<b>Other Financing Sources/(Uses)</b>			
Transfers out	<u>(79,363)</u>	<u>(75,000)</u>	<u>(4,363)</u>
Net changes in fund balance	-	21,557	12,831
Fund Balances - October 1, 2022	<u>-</u>	<u>421,971</u>	<u>421,971</u>
Fund Balances - September 30, 2023	<u>\$ -</u>	<u>\$ 443,528</u>	<u>\$ 434,802</u>

**Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.



Berger, Toombs, Elam,  
Gaines & Frank  
Certified Public Accountants PL

To the Board of Supervisors  
Amelia Concourse Community Development District

### **Purpose of this Letter**

Our Management Letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Board of Supervisors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Berger Toombs Elam  
Gaines + Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

August 1, 2024



**Berger, Toombs, Elam,  
Gaines & Frank**

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

772/461-6120 // 461-1155  
FAX: 772/468-9278

**INDEPENDENT ACCOUNTANTS' REPORT/COMPLIANCE  
WITH SECTION 218.415, FLORIDA STATUTES**

To the Board of Supervisors  
Amelia Concourse Community Development District  
Nassau County, Florida

We have examined Amelia Concourse Community Development District's compliance with Section 218.415, Florida Statutes during the year ended September 30, 2023. Management is responsible for Amelia Concourse Community Development District's compliance with those requirements. Our responsibility is to express an opinion on Amelia Concourse Community Development District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Amelia Concourse Community Development District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Amelia Concourse Community Development District's compliance with the specified requirements.

In our opinion, Amelia Concourse Community Development District complied, in all material respects, with the aforementioned requirements during the year ended September 30, 2023.

*Berger Toombs Elam  
Gaines & Frank*

Berger, Toombs, Elam, Gaines & Frank  
Certified Public Accountants PL  
Fort Pierce, Florida

August 1, 2024

*EIGHTH ORDER OF BUSINESS*





**Johnny's AC**  
**Electrical & More**



PO Box 16573  
 Fernandina Beach, FL 32035  
 (904) 430-7524  
 electricalandmore.fb@gmail.com

# Estimate

<b>ESTIMATE#</b>	1050154481
<b>DATE</b>	08/23/2024
<b>PO#</b>	

<b>CUSTOMER</b>
Amelia Concourse CDD 85200 Amaryllis Ct Fernandina Beach Florida 32034-9716 (904) 631-5135

<b>SERVICE LOCATION</b>
Amelia Concourse CDD 85200 Amaryllis Ct Fernandina Beach Florida 32034-9716 (904) 631-5135

<b>DESCRIPTION</b>	Estimate for lights on island only
--------------------	------------------------------------

<b>Estimate</b>		
<b>Description</b>	<b>Rate</b>	<b>Total</b>
Electrical Renovations THIS ELECTRICAL ESTIMATE INCLUDES THE FOLLOWING  SUPPLY / INSTALL - Add (8) lights with 300 watt multi-tap transformer  NOTES Labor and material included		1,754.00
Electrical Renovations THIS ELECTRICAL ESTIMATE INCLUDES THE FOLLOWING  SUPPLY / INSTALL - Add 120 volt photo cell to control front entry lighting - Replace (4) 120 volt floods with (4) weatherproof plugs  NOTES Labor and material included		988.00

<b>CUSTOMER MESSAGE</b>
This estimate is good for 30 days.

**Estimate Total: \$2,742.00**

**PRE-WORK SIGNATURE**

Signed By:

**PROPOSAL TERMS**

We propose to furnish material and labor in accordance with above specifications. All material is guaranteed to be as specified and work to be completed in a workman-like manner according to standard practices. Any alteration or deviation from the above involving extra costs or labor will become an extra charge over and above the estimate. All Agreements contingent upon weather, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance. It is agreed and understood by the parties that all equipment and parts which are sold pursuant hereto shall NOT become fixtures or part of real estate where they are placed and shall at all times remain personal property and the title thereto shall remain in the seller's name until payment in full has been received. Buyer hereby agrees that all parts and equipment may be repossessed in the event of non-payment.

**ACCEPTANCE OF PROPOSAL** - The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. I have the authority to order the above work and do so order as outlined above. It is agreed that the seller will retain title to any equipment or material furnished until final & complete payment is made, and if settlement is not made as agreed, the seller shall have the right to remove same and the seller will be held harmless for any damages resulting from the removal thereof. If Client fails to make any payment in accordance with this proposal, I agree to be assessed interest at eighteen percent (18%) per annum. In the event that any payment is returned for insufficient funds ("NSF") or stops payment, I agree to pay a fee of US FORTY 00/100 DOLLARS (\$40.00). Any and all costs, including but not limited to attorneys' fees and court costs, which may be incurred by Johnny's AC in the enforcement of any of the provisions of this proposal, whether or not suit is brought, whether incurred before or at trial, on appeal, in bankruptcy, in post-judgment collection, or in any dispute resolution proceeding, may be assessed against Client.

**CUSTOMER SIGNATURE:**

**DATE OF ACCEPTANCE:**



## Peacock Electric Incorporated

Amelia Concourse CDD  
Amelia Concourse CDD  
9655 Florida Mining Blvd W, bld 330 suite 305  
Jacksonville, FL 32257

 (904) 631-5135  
 ACManager@gmsnf.com

### ESTIMATE

#### Option #1

Service completed by: Cole Sikes

 (904) 261-0661  
 peacockelectric@bellsouth.net

ESTIMATE	#696
ESTIMATE DATE	Aug 14, 2024
EXPIRATION DATE	Sep 12, 2024

SERVICE ADDRESS  
85200 Amaryllis Ct  
Fernandina Beach, FL 32034

CONTACT US  
474362 E State Rd 200  
Fernandina Beach, FL 32034

#### Services

Electric Flat Rate - Electrical - Per Quote

Island - entry

- replace 8 plastic light post, raise out of ground
- replace 8 15 watt LED flood lights, photocells, and gfi outlets on post

\*\* 50% deposit required before work is scheduled

qty	unit price	amount
1.0	\$3,450.00	\$3,450.00

Services subtotal: \$3,450.00

### Total

**\$3,450.00**

#### Option #2

Service completed by: Cole Sikes

#### Services

qty	unit price	amount
-----	------------	--------

---

Electric Flat Rate - Electrical - Per Quote	1.0	\$1,470.00	\$1,470.00
---	-----	------------	------------

Towers - entry

- replace 4 plastic light post, raise out of ground
- replace 4 15 watt LED flood lights, photocells
- replace 2 gfi outlets and inuse covers on 2 outside light post

\*\* 50% deposit required before work is scheduled

---

Services subtotal: \$1,470.00

**Total** **\$1,470.00**

Thank you for your business!

*NINTH ORDER OF BUSINESS*

*B.*



**KILINSKI | VAN WYK**

## **MEMORANDUM**

To: Board of Supervisors; District Manager

From: Kilinski | Van Wyk PLLC

Date: June 2024

Re: Section 189.0694, *Florida Statutes* (Performance Measures and Standards Reporting)

---

The purpose of this memorandum is to provide you with additional information regarding new performance measures and standards reporting requirements for special districts. This new requirement was enacted during Florida's 2024 Legislative Session and was originally reported in our legislative newsletters. It has been codified as Section 189.0694, *Florida Statutes*, effective July 1, 2024.

### **What is required?**

The new statute requires special districts (including community development districts) to establish goals and objectives for its programs and activities and performance measures and standards to determine if its goals and objectives have been achieved. The goals, objectives, and performance measures and standards must be established by **October 1, 2024**, or by the end of the first full fiscal year after a District's creation, whichever is later.

The new statute also requires annual reporting each **December 1** (beginning December 1, 2025) on whether the goals and objectives were achieved, which goals or objectives were not achieved, and what measures were used to make the determination.

### **Are there any mandated goals, objectives, or performance measures/standards?**

No. The new statute allows a great deal of flexibility for special districts to adopt the goals, objectives, and performance measures and standards that fit their needs. It is likely that many special districts with similar activities and programs may adopt similar measures, but special districts may also add specialized measures if they wish. Attached is a potential starting point for development of these goals, objectives and performance measures/standards in **Attachment A**. If you have questions about the new legal requirements, please consult your Kilinski | Van Wyk attorney.

**Text of the Bill: 189.0694 Special districts; performance measures and standards.**

(1) Beginning October 1, 2024, or by the end of the first full fiscal year after its creation, whichever is later, each special district must establish goals and objectives for each program and activity undertaken by the district, as well as performance measures and standards to determine if the district's goals and objectives are being achieved.

(2) By December 1 of each year thereafter, each special district must publish an annual report on the district's website describing:

(a) The goals and objectives achieved by the district, as well as the performance measures and standards used by the district to make this determination.

(b) Any goals or objectives the district failed to achieve.



**Exhibit A:**

Goals, Objectives and Annual Reporting Form



**Standard:** 100% of site visits were successfully completed as described within the applicable services agreement

**Achieved:** Yes  No

### **Goal 2.2: District Infrastructure and Facilities Inspections**

**Objective:** District Engineer will conduct an annual inspection of the District's infrastructure and related systems.

**Measurement:** A minimum of one inspection completed per year as evidenced by District Engineer's report related to district's infrastructure and related systems.

**Standard:** Minimum of one inspection was completed in the Fiscal Year by the District's Engineer.

**Achieved:** Yes  No

## **3. Financial Transparency and Accountability**

### **Goal 3.1: Annual Budget Preparation**

**Objective:** Prepare and approve the annual proposed budget by June 15 and adopt the final budget by September 30 each year.

**Measurement:** Proposed budget was approved by the Board before June 15 and final budget was adopted by September 30 as evidenced by meeting minutes and budget documents listed on CDD website and/or within district records.

**Standard:** 100% of budget approval & adoption were completed by the statutory deadlines and posted to the CDD website.

**Achieved:** Yes  No

### **Goal 3.2: Financial Reports**

**Objective:** Publish to the CDD website the most recent versions of the following documents: Annual audit, current fiscal year budget with any amendments, and most recent financials within the latest agenda package.

**Measurement:** Annual audit, previous years' budgets, and financials are accessible to the public as evidenced by corresponding documents on the CDD's website.

**Standard:** CDD website contains 100% of the following information: Most recent annual audit, most recently adopted/amended fiscal year budget, and most recent agenda package with updated financials.

**Achieved:** Yes  No

**Goal 3.3: Annual Financial Audit**

**Objective:** Conduct an annual independent financial audit per statutory requirements and publish the results to the CDD website for public inspection and transmit to the State of Florida.

**Measurement:** Timeliness of audit completion and publication as evidenced by meeting minutes showing board approval and annual audit is available on the CDD’s website and transmitted to the State of Florida.

**Standard:** Audit was completed by an independent auditing firm per statutory requirements and results were posted to the CDD website and transmitted to the State of Florida.

**Achieved:** Yes  No

Chair/Vice Chair: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

\_\_\_\_\_ District

District Manager: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

\_\_\_\_\_ District

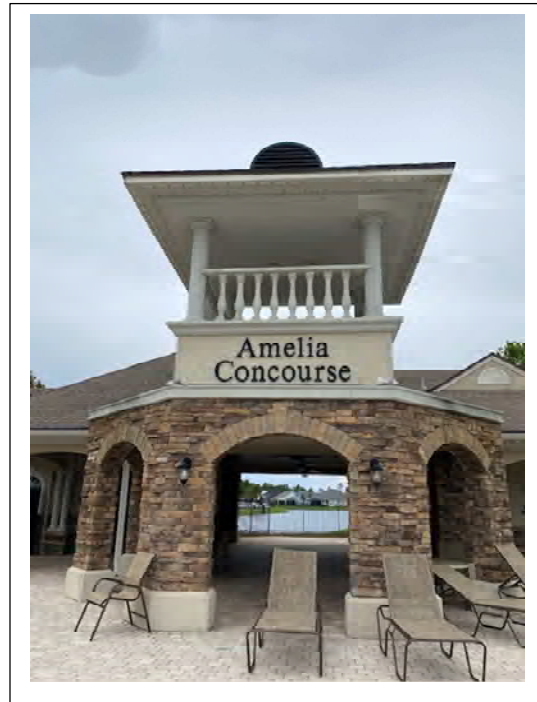
*C.*

9/17/2024

# Amelia Concourse

Community Development District

Amenity Management & Field Operations Report



**Chip Dellinger**

FIELD OPERATIONS MANAGER  
GOVERNMENTAL MANAGEMENT  
SERVICES

Amelia Concourse  
Community Development District

Amenity & Field Operations Report  
September 17, 2024

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.

# Communication

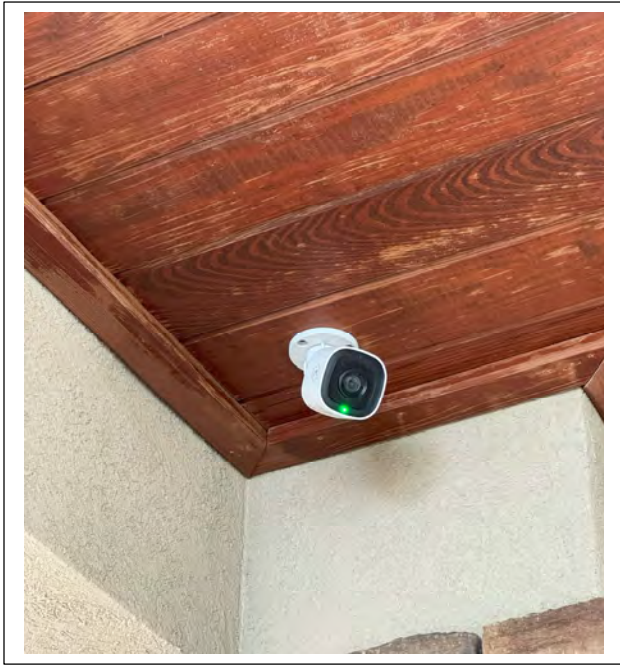
- Any resident questions or concerns can be submitted by email to [Acmanager@gmsnf.com](mailto:Acmanager@gmsnf.com)
  - Any resident that needs to request an access card should reach out to above email. Many new residents have been doing so- the CDD email on the information center at the front of the community seems effective.
  - GMS will provide a monthly newsletter email blast on months CDD meetings are not held in an effort to increase communication and transparency with residence.
  - Message board at entrance is being updated per HOA request for meeting dates.



## Operations Updates

- All amenity center rental requests are being scheduled and coordinated by GMS.
- New resident and replacement cards are being coordinated and distributed by GMS.
- Checks payable to the CDD for replacement cards and reservations are being deposited and documented by GMS.
- GMS staff is rearranging the meeting room after HOA meetings and resident rentals.
- Garbage is being taken to the curb weekly by GMS staff.
- Pool chemicals are being monitored and ordered by GMS.
- GMS staff is monitoring security system and cameras.
- The Greenery installed as new landscape maintenance contractor.
- Proposals gathered for entry island electrical repairs.
- Proposals being gathered for AT&T building repairs.

## Completed Projects – Amenity Center



- Security system upgrades have been installed by High Tech Florida.
- Outdoor ceiling was sagging, trim screws installed around entire trim.
- Damaged paper towel dispensers were removed and new dispensers installed.
- The amenity center refrigerator was deep cleaned by GMS staff.





- Damaged foam corner cap has been repaired and repainted by GMS.
- Corner caps at park entrance have been repainted by GMS.



## Completed Projects- Pool Deck

- GMS staff completed second health inspection with the Florida Department of Health. Passed inspection.
- GMS staff removed splash pad gate, repainted gate, and replaced self-closing hinges.
- Large pool equipment compac has been repaired and new stainless hinges and hardware installed by GMS.

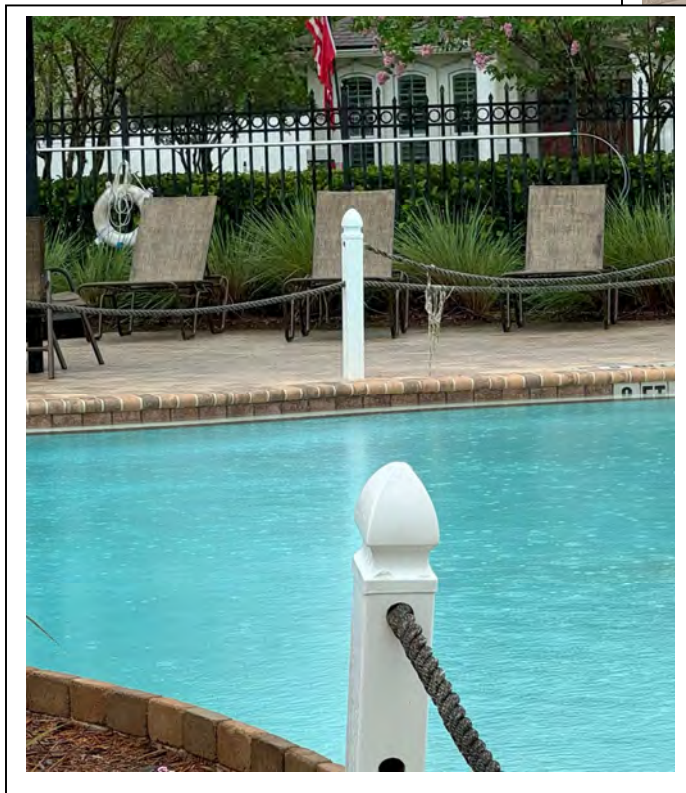
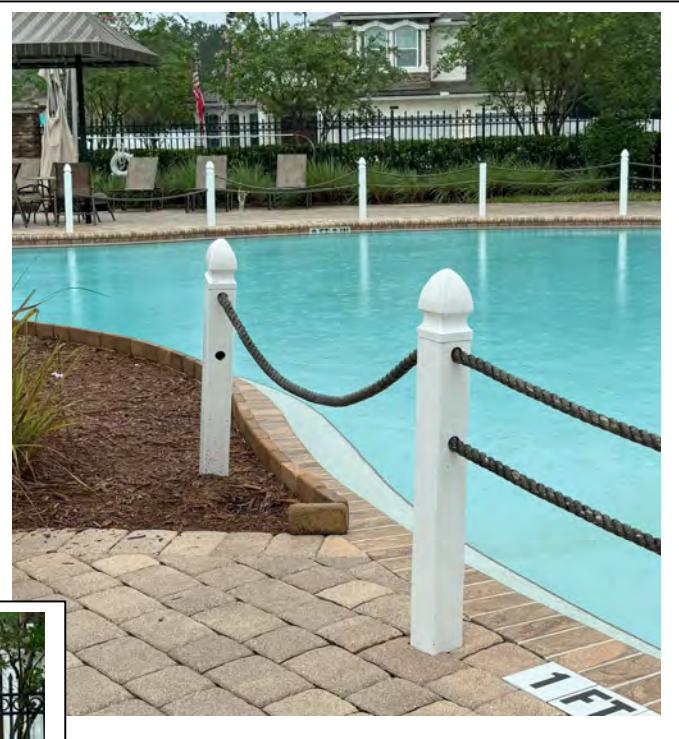


- New flow meters installed by Cbus Pools (health code compliance item).
- New clock programmed and installed by GMS.



## In Progress Projects

- Continue stacked stone repairs on fence comers around pool and playground.
- Continue painting comer caps and bases around fencing.
- Replace rope around pool entrance and correct failing posts.



## Conclusion

For any questions or comments regarding the above information please contact:  
Chip Dellinger, Field Operations Manager, at [acmanager@gmsnf.com](mailto:acmanager@gmsnf.com)

Respectfully,  
*Chip Dellinger*



*TENTH ORDER OF BUSINESS*



*A.*

***Amelia Concourse***  
***Community Development District***

***Unaudited Financial Reporting***  
***August 31, 2024***



**Amelia Concourse**  
**Community Development District**  
**Combined Balance Sheet**  
**August 31, 2024**

	General Fund	Debt Service Fund	Capital Reserve Fund	Capital Project Fund	Totals Governmental Fund
<b>Assets:</b>					
<b>Cash:</b>					
Operating Account	\$ 138,694	\$ -	\$ -	\$ -	\$ 138,694
<b>Investments:</b>					
State Board of Administration (SBA)	60,738	-	240,396	-	301,134
Custody (US Bank)	312,950	-	-	-	312,950
<b>Series 2007</b>					
Reserve	-	112,263	-	-	112,263
Revenue	-	108,055	-	-	108,055
Cost of Issuance	-	-	-	1	1
<b>Series 2016</b>					
Reserve	-	73,018	-	-	73,018
Revenue	-	89,315	-	-	89,315
Prepayment	-	228	-	-	228
<b>Series 2019A</b>					
Reserve	-	106,301	-	-	106,301
Revenue	-	74,780	-	-	74,780
Construction	-	-	-	8,922	8,922
<b>Series 2019B</b>					
Prepayment	-	254	-	-	254
Construction	-	-	-	642,489	642,489
Prepaid Expenses	12,262	-	-	-	12,262
Deposits	2,475	-	-	-	2,475
<b>Total Assets</b>	<b>\$ 527,119</b>	<b>\$ 564,213</b>	<b>\$ 240,396</b>	<b>\$ 651,411</b>	<b>\$ 1,983,140</b>
<b>Liabilities:</b>					
Accounts Payable	\$ 8,881	\$ -	\$ -	\$ -	\$ 8,881
Accrued Expenditures	4,519	-	-	-	4,519
<b>Total Liabilities</b>	<b>\$ 13,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,400</b>
<b>Fund Balance:</b>					
Nonspendable:					
Prepaid Items	\$ 12,262	\$ -	\$ -	\$ -	\$ 12,262
Deposits	2,475	-	-	-	2,475
Restricted for:					
Debt Service - Series	-	564,213	-	-	564,213
Capital Project - Series	-	-	-	651,411	651,411
Assigned for:					
Capital Reserve Fund	-	-	240,396	-	240,396
Unassigned	498,983	-	-	-	498,983
<b>Total Fund Balances</b>	<b>\$ 513,720</b>	<b>\$ 564,213</b>	<b>\$ 240,396</b>	<b>\$ 651,411</b>	<b>\$ 1,969,740</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 527,119</b>	<b>\$ 564,213</b>	<b>\$ 240,396</b>	<b>\$ 651,411</b>	<b>\$ 1,983,140</b>

**Amelia Concourse**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending August 31, 2024**

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 439,044	\$ 439,044	\$ 444,863	\$ 5,819
Interest Income	5,000	5,000	20,302	15,302
Other Income	500	500	2,710	2,210
<b>Total Revenues</b>	<b>\$ 444,544</b>	<b>\$ 444,544</b>	<b>\$ 467,876</b>	<b>\$ 23,332</b>

**Expenditures:**

**General & Administrative:**

Supervisors	\$ 6,000	\$ 5,500	\$ 3,600	\$ 1,900
FICA Expense	459	421	275	145
Travel	300	275	-	275
Engineering	7,500	6,875	3,203	3,673
Attorney Fees	30,000	27,500	23,148	4,352
Annual Audit	4,350	4,350	4,460	(110)
Dissemination	11,130	10,203	10,703	(500)
Assessment Roll	7,950	7,950	7,950	-
Property Appraiser	5,000	5,000	4,481	519
Trustee Fees	10,000	14,816	14,816	-
Arbitrage	1,800	1,650	1,200	450
Management Fees	50,085	45,911	45,911	-
Information Technology	2,120	1,943	1,943	(0)
Website Maintenance	1,060	972	972	0
Telephone	500	458	186	272
Postage	1,000	917	468	449
Insurance	11,189	11,189	10,527	662
Printing and Binding	750	750	1,088	(338)
Legal Advertising	2,500	2,292	2,162	130
Other Current Charges	1,000	917	500	417
Office Supplies	100	92	4	88
Dues, Licenses & Subscriptions	175	175	175	-
<b>Total General &amp; Administrative</b>	<b>\$ 154,968</b>	<b>\$ 150,154</b>	<b>\$ 137,771</b>	<b>\$ 12,383</b>

**Operations & Maintenance**

**Field:**

**Contract Services:**

Landscape Maintenance	\$ 32,988	\$ 30,239	\$ 29,846	\$ 393
Lake Maintenance	7,000	6,417	3,312	3,105
Management Company	30,000	27,500	25,667	1,833

**Repairs & Maintenance:**

Repairs & Maintenance	18,000	16,500	12,517	3,983
Irrigation Repairs	4,000	3,667	-	3,667
Landscape Contingency	10,000	9,167	8,921	245

**Utilities:**

Electric	35,000	32,083	24,538	7,546
Water & Sewer	19,000	17,417	12,644	4,772

<b>Subtotal Field</b>	<b>\$ 155,988</b>	<b>\$ 142,989</b>	<b>\$ 117,445</b>	<b>\$ 25,544</b>
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**Amelia Concourse**  
**Community Development District**  
**General Fund**

**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending August 31, 2024**

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
<b><i>Amenity Center:</i></b>				
Insurance	\$ 21,822	\$ 21,822	\$ 19,652	\$ 2,170
Pool Maintenance	16,000	16,000	16,084	(84)
Pool Chemicals	13,000	13,000	14,507	(1,507)
Pool Permits	530	486	515	(30)
Cable	2,000	1,833	1,297	536
Janitorial	6,300	6,300	8,470	(2,170)
Facility Maintenance	5,000	5,000	14,038	(9,038)
Pest Control	1,000	1,000	1,222	(222)
Refuse	660	605	650	(45)
Holiday Decorations	2,000	1,833	769	1,064
<b><i>Reserves:</i></b>				
Capital Reserve Funding	65,276	65,276	65,276	-
<b>Subtotal Amenity Center:</b>	<b>\$ 133,588</b>	<b>\$ 133,156</b>	<b>\$ 142,480</b>	<b>\$ (9,325)</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 289,576</b>	<b>\$ 276,145</b>	<b>\$ 259,925</b>	<b>\$ 16,219</b>
<b>Total Expenditures</b>	<b>\$ 444,544</b>	<b>\$ 426,299</b>	<b>\$ 397,696</b>	<b>\$ 28,603</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ 18,245</b>	<b>\$ 70,180</b>	<b>\$ 51,934</b>
<b><i>Other Financing Sources/(Uses):</i></b>				
Transfer In/(Out)	\$ -	\$ -	\$ 12	\$ -
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 18,245</b>	<b>\$ 70,192</b>	<b>\$ 51,934</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 443,528</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 513,720</b>	

**Amelia Concourse**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Special Assessments - Tax Roll	\$ -	\$ 26,380	\$ 402,759	\$ 5,241	\$ 3,295	\$ 1,312	\$ 4,955	\$ 922	\$ -	\$ -	\$ -	\$ -	\$ 444,863
Interest Income	472	474	519	2,097	2,401	2,307	2,499	2,253	2,690	2,214	2,378	-	20,302
Other Income	-	50	-	500	275	-	-	450	595	450	390	-	2,710
<b>Total Revenues</b>	<b>\$ 472</b>	<b>\$ 26,904</b>	<b>\$ 403,278</b>	<b>\$ 7,838</b>	<b>\$ 5,971</b>	<b>\$ 3,618</b>	<b>\$ 7,454</b>	<b>\$ 3,625</b>	<b>\$ 3,285</b>	<b>\$ 2,664</b>	<b>\$ 2,768</b>	<b>\$ -</b>	<b>\$ 467,876</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisors	\$ -	\$ 800	\$ -	\$ 800	\$ -	\$ 600	\$ 400	\$ 600	\$ -	\$ 400	\$ -	\$ -	\$ 3,600
FICA Expense	-	61	-	61	-	46	31	46	-	31	-	-	275
Travel	-	-	-	-	-	-	-	-	-	-	-	-	-
Engineering	540	810	270	203	473	-	203	270	435	-	-	-	3,203
Attorney Fees	785	-	3,604	2,384	780	-	3,970	785	3,667	2,264	4,911	-	23,148
Annual Audit	-	-	-	-	-	-	-	-	-	-	4,460	-	4,460
Dissemination	1,128	928	928	928	928	928	1,228	928	928	928	928	-	10,703
Assessment Roll	7,950	-	-	-	-	-	-	-	-	-	-	-	7,950
Property Appraiser	-	4,481	-	-	-	-	-	-	-	-	-	-	4,481
Trustee Fees	6,063	-	-	-	-	-	7,525	-	-	-	1,228	-	14,816
Arbitrage	-	-	-	-	-	-	600	-	-	-	600	-	1,200
Management Fees	4,174	4,174	4,174	4,174	4,174	4,174	4,174	4,174	4,174	4,174	4,174	-	45,911
Information Technology	177	177	177	177	177	177	177	177	177	177	177	-	1,943
Website Maintenance	88	88	88	88	88	88	88	88	88	88	88	-	972
Telephone	-	33	15	29	-	26	-	40	-	-	42	-	186
Postage	12	8	5	8	9	4	18	8	320	-	78	-	468
Insurance	10,527	-	-	-	-	-	-	-	-	-	-	-	10,527
Printing and Binding	66	12	47	9	56	20	45	22	754	32	26	-	1,088
Legal Advertising	322	-	-	-	-	-	250	68	1,433	89	-	-	2,162
Other Current Charges	-	-	500	-	-	-	-	-	-	-	-	-	500
Office Supplies	1	0	0	0	0	0	0	1	0	0	0	-	4
Dues, Licenses & Subscriptions	175	-	-	-	-	-	-	-	-	-	-	-	175
<b>Total General &amp; Administrative</b>	<b>\$ 32,006</b>	<b>\$ 11,572</b>	<b>\$ 9,807</b>	<b>\$ 8,859</b>	<b>\$ 6,684</b>	<b>\$ 6,063</b>	<b>\$ 18,707</b>	<b>\$ 7,204</b>	<b>\$ 11,976</b>	<b>\$ 8,182</b>	<b>\$ 16,712</b>	<b>\$ -</b>	<b>\$ 137,771</b>
<b>Operations &amp; Maintenance</b>													
<b>Field:</b>													
<b>Contract Services:</b>													
Landscape Maintenance	\$ 2,618	\$ 2,618	\$ 2,618	\$ 2,749	\$ 2,749	\$ 2,749	\$ 2,749	\$ 2,749	\$ 2,749	\$ 2,749	\$ 2,749	\$ -	\$ 29,846
Lake Maintenance	368	368	368	368	368	368	368	368	368	-	-	-	3,312
Management Company	2,333	2,333	2,333	2,333	2,333	2,333	2,333	2,333	2,333	2,333	2,333	-	25,667
<b>Repairs &amp; Maintenance:</b>													
Repairs & Maintenance	2,614	-	1,218	-	-	2,258	2,814	663	575	1,412	962	-	12,517
Irrigation Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-
Landscape Contingency	2,268	-	1,297	-	-	-	3,038	-	-	-	2,318	-	8,921
<b>Utilities:</b>													
Electric	1,525	1,429	2,720	1,612	2,832	2,751	1,531	2,742	2,862	1,668	2,867	-	24,538
Water & Sewer	1,155	986	791	666	801	713	830	1,752	1,816	1,484	1,652	-	12,644
<b>Subtotal Field Expenditures</b>	<b>\$ 12,882</b>	<b>\$ 7,734</b>	<b>\$ 11,344</b>	<b>\$ 7,728</b>	<b>\$ 9,084</b>	<b>\$ 11,172</b>	<b>\$ 13,664</b>	<b>\$ 10,607</b>	<b>\$ 10,703</b>	<b>\$ 9,646</b>	<b>\$ 12,882</b>	<b>\$ -</b>	<b>\$ 117,445</b>

**Amelia Concourse**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Amenity Center:</b>													
Insurance	\$ 19,652	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,652
Pool Maintenance	1,433	1,580	1,604	1,433	1,433	1,433	1,433	1,433	1,433	1,433	1,433	-	16,084
Pool Chemicals	2,005	573	592	-	1,088	12	2,219	1,659	1,993	1,786	2,580	-	14,507
Pool Permits	-	-	-	-	-	-	515	-	-	-	-	-	515
Cable	0	162	0	-	162	162	162	162	162	162	162	-	1,297
Janitorial	770	770	770	770	770	770	770	770	770	770	770	-	8,470
Facility Maintenance	1,370	1,146	2,166	1,695	110	110	630	1,238	2,334	1,107	2,133	-	14,038
Pest Control	79	79	79	79	79	81	422	162	162	-	-	-	1,222
Refuse	57	57	62	62	59	59	59	59	59	59	59	-	650
Holiday Decorations	-	548	221	-	-	-	-	-	-	-	-	-	769
Reserves:													
Capital Reserve Fund	-	-	-	-	-	-	-	-	-	-	65,276	-	65,276
<b>Subtotal Amenity Center:</b>	<b>\$ 25,367</b>	<b>\$ 4,914</b>	<b>\$ 5,495</b>	<b>\$ 4,039</b>	<b>\$ 3,702</b>	<b>\$ 2,628</b>	<b>\$ 6,211</b>	<b>\$ 5,482</b>	<b>\$ 6,912</b>	<b>\$ 5,317</b>	<b>\$ 72,414</b>	<b>\$ -</b>	<b>\$ 142,480</b>
<b>Total Operations &amp; Maintenance</b>	<b>\$ 38,248</b>	<b>\$ 12,647</b>	<b>\$ 16,839</b>	<b>\$ 11,767</b>	<b>\$ 12,786</b>	<b>\$ 13,800</b>	<b>\$ 19,875</b>	<b>\$ 16,089</b>	<b>\$ 17,616</b>	<b>\$ 14,963</b>	<b>\$ 85,295</b>	<b>\$ -</b>	<b>\$ 259,925</b>
<b>Total Expenditures</b>	<b>\$ 70,254</b>	<b>\$ 24,219</b>	<b>\$ 26,646</b>	<b>\$ 20,626</b>	<b>\$ 19,469</b>	<b>\$ 19,863</b>	<b>\$ 38,582</b>	<b>\$ 23,293</b>	<b>\$ 29,591</b>	<b>\$ 23,145</b>	<b>\$ 102,007</b>	<b>\$ -</b>	<b>\$ 397,696</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (69,782)</b>	<b>\$ 2,685</b>	<b>\$ 376,632</b>	<b>\$ (12,789)</b>	<b>\$ (13,498)</b>	<b>\$ (16,244)</b>	<b>\$ (31,127)</b>	<b>\$ (19,668)</b>	<b>\$ (26,306)</b>	<b>\$ (20,481)</b>	<b>\$ (99,240)</b>	<b>\$ -</b>	<b>\$ 70,180</b>
<b>Other Financing Sources/Uses:</b>													
Transfer In/(Out)	\$ -	\$ -	\$ -	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12
<b>Total Other Financing Sources/Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12</b>
<b>Net Change in Fund Balance</b>	<b>\$ (69,782)</b>	<b>\$ 2,685</b>	<b>\$ 376,632</b>	<b>\$ (12,777)</b>	<b>\$ (13,498)</b>	<b>\$ (16,244)</b>	<b>\$ (31,127)</b>	<b>\$ (19,668)</b>	<b>\$ (26,306)</b>	<b>\$ (20,481)</b>	<b>\$ (99,240)</b>	<b>\$ -</b>	<b>\$ 70,192</b>

# Amelia Concourse

## Community Development District

### Debt Service Fund Series 2007

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2024

	Amended Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 111,295	\$ 111,295	\$ 112,770	\$ 1,475
Interest Income	500	500	11,974	11,474
<b>Total Revenues</b>	<b>\$ 111,795</b>	<b>\$ 111,795</b>	<b>\$ 124,744</b>	<b>\$ 12,948</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 31,769	\$ 31,769	\$ 31,769	\$ -
Interest - 5/1	31,769	31,769	31,769	-
Principal - 5/1	50,000	50,000	50,000	-
Principal Prepayment - 5/1	-	-	15,000	(15,000)
<b>Total Expenditures</b>	<b>\$ 113,538</b>	<b>\$ 113,538</b>	<b>\$ 128,538</b>	<b>\$ (15,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (1,742)</b>	<b>\$ (1,742)</b>	<b>\$ (3,794)</b>	<b>\$ (2,052)</b>
<b>Other Financing Sources/(Uses):</b>				
Property Appraiser	\$ (1,200)	\$ (1,200)	\$ (1,136)	\$ 64
Transfer (Out)	(100)	(100)	(374)	(274)
Transfer In	-	-	7,090	7,090
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (1,300)</b>	<b>\$ (1,300)</b>	<b>\$ 5,580</b>	<b>\$ 6,880</b>
<b>Net Change in Fund Balance</b>	<b>\$ (3,042)</b>	<b>\$ (3,042)</b>	<b>\$ 1,786</b>	<b>\$ 4,829</b>
<b>Fund Balance - Beginning</b>	<b>\$ 93,152</b>		<b>\$ 218,531</b>	
<b>Fund Balance - Ending</b>	<b>\$ 90,110</b>		<b>\$ 220,317</b>	



# Amelia Concourse

## Community Development District

### Debt Service Fund Series 2016

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2024

	Amended Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 146,859	\$ 146,859	\$ 148,805	\$ 1,946
Interest Income	2,000	2,000	9,318	7,318
<b>Total Revenues</b>	<b>\$ 148,859</b>	<b>\$ 148,859</b>	<b>\$ 158,123</b>	<b>\$ 9,264</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 53,850	\$ 53,850	\$ 53,850	\$ -
Principal Prepayment - 11/1	5,000	5,000	5,000	-
Interest - 5/1	53,700	53,700	53,700	-
Principal - 5/1	35,000	35,000	35,000	-
Principal Prepayment - 5/1	-	-	5,000	(5,000)
<b>Total Expenditures</b>	<b>\$ 147,550</b>	<b>\$ 147,550</b>	<b>\$ 152,550</b>	<b>\$ (5,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 1,309</b>	<b>\$ 1,309</b>	<b>\$ 5,573</b>	<b>\$ 4,264</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ (50)	\$ (46)	\$ -	\$ 46
Property Appraiser	(1,500)	(1,500)	(1,499)	1
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (1,550)</b>	<b>\$ (1,546)</b>	<b>\$ (1,499)</b>	<b>\$ 47</b>
<b>Net Change in Fund Balance</b>	<b>\$ (241)</b>	<b>\$ (237)</b>	<b>\$ 4,074</b>	<b>\$ 4,311</b>
<b>Fund Balance - Beginning</b>	<b>\$ 82,502</b>		<b>\$ 158,487</b>	
<b>Fund Balance - Ending</b>	<b>\$ 82,261</b>		<b>\$ 162,561</b>	

**Amelia Concourse**  
**Community Development District**  
**Debt Service Fund Series 2019A**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending August 31, 2024**

	Amended Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ 179,916	\$ 179,916	\$ 182,300	\$ 2,384
Interest Income	2,500	2,500	10,641	8,141
<b>Total Revenues</b>	<b>\$ 182,416</b>	<b>\$ 182,416</b>	<b>\$ 192,941</b>	<b>\$ 10,525</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ 67,941	\$ 67,941	\$ 67,941	\$ -
Principal Prepayment - 11/1	5,000	5,000	5,000	-
Interest - 5/1	67,800	67,800	67,800	-
Principal - 5/1	40,000	40,000	40,000	-
Principal Prepayment - 5/1	-	-	5,000	(5,000)
<b>Total Expenditures</b>	<b>\$ 180,741</b>	<b>\$ 180,741</b>	<b>\$ 185,741</b>	<b>\$ (5,000)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 1,675</b>	<b>\$ 1,675</b>	<b>\$ 7,200</b>	<b>\$ 5,525</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In/(Out)	\$ (1,700)	\$ (1,700)	\$ (5,806)	\$ (4,106)
Property Appraiser	(1,900)	(1,900)	(1,836)	64
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ (3,600)</b>	<b>\$ (3,600)</b>	<b>\$ (7,643)</b>	<b>\$ (4,043)</b>
<b>Net Change in Fund Balance</b>	<b>\$ (1,925)</b>	<b>\$ (1,925)</b>	<b>\$ (443)</b>	<b>\$ 1,482</b>
<b>Fund Balance - Beginning</b>	<b>\$ 77,058</b>		<b>\$ 181,524</b>	
<b>Fund Balance - Ending</b>	<b>\$ 75,133</b>		<b>\$ 181,081</b>	

# Amelia Concourse

## Community Development District

### Debt Service Fund Series 2019B

#### Statement of Revenues, Expenditures, and Changes in Fund Balance

For The Period Ending August 31, 2024

	Adopted	Prorated Budget	Actual	
	Budget	Thru 08/31/24	Thru 08/31/24	Variance
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$ -	\$ -	\$ -	\$ -
Interest Income	-	-	284	284
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 284</b>	<b>\$ 284</b>
<b>Expenditures:</b>				
Interest - 11/1	\$ -	\$ -	\$ 1,088	\$ (1,088)
Principal Prepayment - 11/1	-	-	30,000	(30,000)
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,088</b>	<b>\$ (31,088)</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (30,803)</b>	<b>\$ (30,803)</b>
<b>Other Financing Sources/(Uses):</b>				
Transfer In	\$ -	\$ -	\$ 667	\$ 667
Transfer (Out)	-	-	(30)	(30)
<b>Total Other Financing Sources/(Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 637</b>	<b>\$ 637</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (30,166)</b>	<b>\$ (30,166)</b>
<b>Fund Balance - Beginning</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,420</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 254</b>	

**Amelia Concourse**  
**Community Development District**  
**Capital Reserve Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending August 31, 2024**

	Adopted Budget	Prorated Budget Thru 08/31/24	Actual Thru 08/31/24	Variance
<b>Revenues</b>				
Capital Reserve Funding	\$ 65,276	\$ 65,276	\$ 65,276	\$ -
Interest	2,500	2,500	9,055	6,555
<b>Total Revenues</b>	<b>\$ 67,776</b>	<b>\$ 67,776</b>	<b>\$ 74,331</b>	<b>\$ 6,555</b>
<b>Expenditures:</b>				
Capital Outlay	\$ 20,000	\$ 18,333	-	\$ 18,333
Repair and Replacements	50,000	45,833	-	45,833
<b>Total Expenditures</b>	<b>\$ 70,000</b>	<b>\$ 64,167</b>	<b>\$ -</b>	<b>\$ 64,167</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (2,224)</b>		<b>\$ 74,331</b>	
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out)	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ (2,224)</b>		<b>\$ 74,331</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 133,830</b>		<b>\$ 166,066</b>	
<b>Fund Balance - Ending</b>	<b>\$ 131,606</b>		<b>\$ 240,396</b>	

**Amelia Concourse**  
**Community Development District**  
**Statement of Revenues and Expenditures**

**Capital Projects Funds**

**For The Period Ending August 31, 2024**

Description	SE 2007	SE 2019A	SE 2019B
<b>Revenues</b>			
Interest Income	\$ 26	\$ 268	\$28,384
Transfer In	374	5,139	18
<b>Total Revenues</b>	<b>\$ 400</b>	<b>\$ 5,408</b>	<b>\$ 28,402</b>
<b>Expenditures</b>			
Capital Outlay	\$ -	\$ -	\$ 2,199
Transfer Out	1,092	-	-
<b>Total Expenditures</b>	<b>\$ 1,092</b>	<b>\$ -</b>	<b>\$ 2,199</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (692)</b>	<b>\$ 5,408</b>	<b>\$ 26,204</b>
<b>Beginning Fund Balance</b>	<b>\$ 693</b>	<b>\$ 3,514</b>	<b>\$ 616,285</b>
<b>Ending Fund Balance</b>	<b>\$ 1</b>	<b>\$ 8,922</b>	<b>\$ 642,489</b>

**Amelia Concourse**  
**Community Development District**  
**Long Term Debt Report**

<b>Series 2007, Capital Improvement Revenue Bonds</b>		
Optional Redemption Date	5/1/2017	
Interest Rate	5.75%	
Maturity Date	5/1/2038	
Reserve Fund Definition	7.0264% of Deemed Outstanding	
Reserve Fund Requirement	\$ 112,263	
Reserve Fund Balance	112,263	
Excess Funds Revenue Acc 11/2	Any lawful Purpose	
Bonds outstanding - 9/30/2013	\$	7,255,000
Less: November 1, 2013		-
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)
Less: May 1, 2024 (Prepayment)		(15,000)
Less: May 1, 2024 (Mandatory)		(50,000)
<b>Current Bonds Outstanding</b>	<b>\$</b>	<b>1,040,000</b>

<b>Series 2016, Capital Improvement Revenue Bonds</b>		
Optional Redemption Date	5/1/2026	
Interest Rate	6.00%	
Maturity Date	5/1/2047	
Reserve Fund Definition	50% of MADS	
Reserve Fund Requirement	\$ 73,018	
Reserve Fund Balance	73,018	
Excess Funds Revenue Acc 11/2	Any lawful Purpose	
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)
Less: November 1, 2023 (Prepayment)		(5,000)
Less: May 1, 2024 (Prepayment)		(5,000)
Less: May 1, 2024 (Mandatory)		(35,000)
<b>Current Bonds Outstanding</b>	<b>\$</b>	<b>1,750,000</b>

**Amelia Concourse**  
**Community Development District**  
**Long Term Debt Report**

<b>Series 2019A, Capital Improvement Revenue Bonds</b>	
Optional Redemption Date	5/1/2029
Interest Rate	5.65%
Maturity Date	5/1/2049
Reserve Fund Definition	50% of MADS
Reserve Fund Requirement	\$ 106,301
Reserve Fund Balance	106,301
Excess Funds Revenue Acc 11/2	Any lawful Purpose
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)
Less: November 1, 2023 (Prepayment)	(5,000)
Less: May 1, 2024 (Prepayment)	(5,000)
Less: May 1, 2024 (Mandatory)	(40,000)
<b>Current Bonds Outstanding</b>	<b>\$ 2,355,000</b>





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**Amelia Concourse**  
**Community Development District**  
 Check Register Summary  
 7/1/24 - 8/31/24

Fund	Date	Check #'s	Amount
<i>Payroll</i>	7/25/24	50224-50225	\$ 369.40
		Sub-Total	\$ 369.40
<i>General Fund</i>	7/3/24	2391-2398	\$ 7,323.41
	7/24/24	2399-2407	13,587.35
	8/1/24	2408-2414	11,347.45
	8/22/24	2415-2426	20,634.03
		Sub-Total	\$ 52,892.24
<b>Total</b>			<b>\$ 53,261.64</b>

PR300R

PAYROLL CHECK REGISTER

RUN 7/25/24 PAGE 1

CHECK #	EMP #	EMPLOYEE NAME	CHECK AMOUNT	CHECK DATE
50224	13	KIMBERLY CHAMERDA	184.70	7/25/2024
50225	15	WILLIAM T BUSBY	184.70	7/25/2024
TOTAL FOR REGISTER			369.40	

ACON AMELIA CONCOUR DLAUGHLIN

# Attendance Sheet

District Name: Amelia Concourse CDD

Board Meeting Date: July 24, 2024

	<b>Name</b>	<b>In Attendance</b>	<b>Fee</b>
1	William Busby	✓	\$200
2	Harvey Greenberg	✓	N/A
3	Bill Toohey	NO	\$200
4	Kimberly Chamerda	✓	\$200
5	Jeffry Snow	NO	\$200

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

Approved for Payment:

  
District Manager Signature

7/25/24  
Date

**PLEASE RETURN COMPLETED FORM TO DANIEL LAUGHLIN**

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
7/03/24	00085	6/27/24	144557	202406	310	51300	42500		PRINT CDD NOTICES	*	209.81		
									ADVANCED DIRECT MARKETING SERVICES			209.81	002391
7/03/24	00132	7/01/24	8959059	202407	320	57200	46200		JUL LANDSCAPE MAINTENANCE	*	2,749.00		
									BRIGHTVIEW LANDSCAPE SERVICES, INC.			2,749.00	002392
7/03/24	00005	6/24/24	304	202405	320	57200	35000		MAY FACILITY MAINTENANCE	*	1,897.60		
									GOVERNMENTAL MANAGEMENT SERVICES			1,897.60	002393
7/03/24	00127	6/28/24	407083	202406	320	57200	34500		POOL ACCESS CARDS	*	188.00		
									HI-TECH SYSTEM			188.00	002394
7/03/24	00127	7/01/24	407683	202407	320	57200	34500		SECURITY SERVICES	*	110.00		
									HI-TECH SYSTEM			110.00	002395
7/03/24	00011	6/27/24	24-00118	202406	310	51300	48000		PUB MTG 6/27-BOS MTG 7/5	*	1,433.00		
									JACKSONVILLE DAILY RECORD			1,433.00	002396
7/03/24	00129	6/01/24	8583-B	202406	320	57200	46800		JUN LAKE MAINTENANCE	*	368.00		
									SITEX AQUATICS			368.00	002397
7/03/24	00129	7/01/24	8713-B	202407	320	57200	46800		JUN LAKE MAINTENANCE	*	368.00		
									SITEX AQUATICS			368.00	002398
7/24/24	00118	3/15/24	11294	202403	320	57200	62000		BACKFLOW TEST/CERTIFIED	*	90.00		
									BOB'S BACKFLOW & PLUMBING SERVICES			90.00	002399
7/24/24	00118	4/23/24	12407	202404	320	57200	62000		BACKFLOW TEST/CERTIFIED	*	45.00		
									BOB'S BACKFLOW & PLUMBING SERVICES			45.00	002400
7/24/24	00005	7/01/24	305	202407	320	57200	34000		JUL CONTRACT ADMIN	*	1,166.67		
		7/01/24	305	202407	320	57200	35100		JUL FACILITY MANAGEMENT	*	1,166.67		
		7/01/24	305	202407	320	57200	46000		JUL JANITORIAL	*	770.00		

ACON AMELIA CONCOUR OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
		7/01/24	305	202407	320	57200	45300			*	1,433.33		
			JUL POOL MAINTENANCE										
									GOVERNMENTAL MANAGEMENT SERVICES			4,536.67	002401
7/24/24	00005	7/01/24	306	202407	310	51300	34000			*	4,173.75		
			JUL MANAGEMENT FEES										
		7/01/24	306	202407	310	51300	52000			*	88.33		
			JUL WEBSITE ADMIN										
		7/01/24	306	202407	310	51300	35100			*	176.67		
			JUL INFO TECH										
		7/01/24	306	202407	310	51300	32400			*	927.50		
			JUL DISSEM AGENT SRVCS										
		7/01/24	306	202407	310	51300	51000			*	.33		
			OFFICE SUPPLIES										
		7/01/24	306	202407	310	51300	42000			*	7.04		
			POSTAGE										
		7/01/24	306	202407	310	51300	42500			*	1.50		
			COPIES										
		7/01/24	306	202407	310	51300	41000			*	42.25		
			TELEPHONE										
									GOVERNMENTAL MANAGEMENT SERVICES			5,417.37	002402
7/24/24	00005	7/11/24	307	202407	320	57200	45400			*	314.82		
			POOL CHEMICALS-TRICHLOR										
		7/11/24	307	202407	320	57200	45400			*	54.99		
			POOL CHEMICALS-TILE SOAP										
									GOVERNMENTAL MANAGEMENT SERVICES			369.81	002403
7/24/24	00142	7/08/24	6802005	202407	320	57200	45400			*	534.00		
			POOL CHEMICALS										
									HAWKINS INC			534.00	002404
7/24/24	00135	7/14/24	9905	202406	310	51300	31500			*	2,263.50		
			JUN GENERAL SERVICES										
									KILINSKI VAN WYK PLLC			2,263.50	002405
7/24/24	00082	7/01/24	57337653	202407	320	53800	45513			*	81.00		
			JUL FIRE ANT SERVICE										
									NADERS PEST CONTROL			81.00	002406
7/24/24	00150	7/17/24	07172024	202407	300	36900	10100			*	250.00		
			RENTAL DEPOSIT REFUND										
									OLGA GILBERT			250.00	002407
8/01/24	00132	7/26/24	9011587	202407	320	57200	46300			*	854.00		
			PRUNE PALM TREES										
									BRIGHTVIEW LANDSCAPE SERVICES, INC.			854.00	002408

ACON AMELIA CONCOUR OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/01/24	00132	7/26/24	9011596	202407	320	57200	46300		INSTALL FLOWER ROTATION	*	1,464.35		
									BRIGHTVIEW LANDSCAPE SERVICES, INC.			1,464.35	002409
8/01/24	00132	8/01/24	8998302	202408	320	57200	46200		AUG LANDSCAPE MAINTENANCE	*	2,749.00		
									BRIGHTVIEW LANDSCAPE SERVICES, INC.			2,749.00	002410
8/01/24	00005	7/17/24	308	202406	320	57200	35000		JUN FACILITY MAINTENANCE	*	1,107.47		
									GOVERNMENTAL MANAGEMENT SERVICES			1,107.47	002411
8/01/24	00142	7/22/24	6815958	202407	320	57200	45400		POOL CHEMICALS	*	882.00		
									HAWKINS INC			882.00	002412
8/01/24	00151	7/30/24	07302024	202407	300	36900	10100		RENTAL DEPOSIT REFUND	*	250.00		
									JOE THRIFT			250.00	002413
8/01/24	00022	7/25/24	7417042	202407	310	51300	32300		TRUSTEE FY24 SE2016	*	937.50		
		7/25/24	7417042	202407	300	15500	10100		TRUSTEE FY25 SE2016	*	2,812.50		
		7/25/24	7417042	202407	310	51300	32300		INCIDENTAL EXPENSES	*	290.63		
									U.S. BANK			4,040.63	002414
8/22/24	00064	8/04/24	368292	202408	310	51300	32200		AUDIT FYE 9/30/2023	*	4,460.00		
									BERGER, TOOMBS, ELAM, GAINES & FRANK			4,460.00	002415
8/22/24	00005	8/01/24	309	202408	310	51300	34000		AUG MANAGEMENT FEES	*	4,173.75		
		8/01/24	309	202408	310	51300	52000		AUG WEBSITE ADMIN	*	88.33		
		8/01/24	309	202408	310	51300	35100		AUG INFO TECH	*	176.67		
		8/01/24	309	202408	310	51300	32400		AUG DISSEM AGENT SRVCS	*	927.50		
		8/01/24	309	202408	310	51300	51000		OFFICE SUPPLIES	*	.45		
		8/01/24	309	202408	310	51300	42000		POSTAGE	*	70.58		
		8/01/24	309	202408	310	51300	42500		COPIES	*	56.85		
									GOVERNMENTAL MANAGEMENT SERVICES			5,494.13	002416

ACON AMELIA CONCOUR OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/22/24	00005	8/01/24	310	202408	320	57200	34000		AUG CONTRACT ADMIN	*	1,166.67		
		8/01/24	310	202408	320	57200	35100		AUG FACILITY MANAGEMENT	*	1,166.67		
		8/01/24	310	202408	320	57200	46000		AUG JANITORIAL	*	770.00		
		8/01/24	310	202408	320	57200	45300		AUG POOL MAINTENANCE	*	1,433.33		
GOVERNMENTAL MANAGEMENT SERVICES												4,536.67	002417
8/22/24	00005	8/06/24	311	202408	320	57200	62000		POOL RPR-SPLASH PAD	*	973.19		
		8/06/24	311	202408	320	57200	62000		POOL RPR-INST SPLASH PAD	*	303.22		
		8/06/24	311	202408	320	57200	62000		POOL RPR-MAIN POOL PUMP	*	973.19		
		8/06/24	311	202408	320	57200	62000		POOL RPR-INST MAIN POOL	*	289.52		
		8/06/24	311	202408	320	57200	62000		INSTALLATION	*	275.00		
GOVERNMENTAL MANAGEMENT SERVICES												2,814.12	002418
8/22/24	00005	8/06/24	312	202408	320	57200	45400		POOL CHEM-TILE SOAP	*	146.63		
		8/06/24	312	202408	320	57200	45400		RPLC POOL NET SKIMMER	*	38.48		
GOVERNMENTAL MANAGEMENT SERVICES												185.11	002419
8/22/24	00016	8/13/24	26328	202408	310	51300	32100		ARBIT-SE2007 FYE 6/30/24	*	600.00		
GRAU AND ASSOCIATES												600.00	002420
8/22/24	00142	8/12/24	6833751	202408	320	57200	45400		POOL CHEMICALS	*	1,579.00		
HAWKINS INC												1,579.00	002421
8/22/24	00127	8/01/24	409291	202408	320	57200	34500		AUG SECURITY SERVICES	*	110.00		
HI-TECH SYSTEM												110.00	002422
8/22/24	00011	8/15/24	24-00140	202408	310	51300	48000		NTC OF MTG 8/15	*	89.00		
JACKSONVILLE DAILY RECORD												89.00	002423
8/22/24	00151	8/15/24	08152024	202408	300	36900	10100		RENTAL DEPOSIT REFUND	*	250.00		
JOE THRIFT												250.00	002424

ACON AMELIA CONCOUR OKUZMUK



CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
8/22/24	00082	8/01/24 57771472	202408 320-53800-45513	AUG FIRE ANT SERVICE NADERS PEST CONTROL	*	81.00	81.00 002425
8/22/24	00112	8/02/24 3590	202407 310-51300-31100	JUL ENGINEERING EFFORTS YURO & ASSOCIATES, LLC	*	435.00	435.00 002426
TOTAL FOR BANK A						52,892.24	
TOTAL FOR REGISTER						52,892.24	

ACON AMELIA CONCOUR OKUZMUK

# Advanced Direct Marketing Services

3733 Adirof Rd.  
Jacksonville, FL 32207-4719  
(V) 904.396.3028 (F) 396.6328

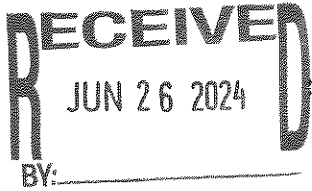
## Invoice

DATE	INVOICE #
6/27/2024	144557

### BILL TO

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

P.O. NO.	TERMS	PROJECT
	With Order	

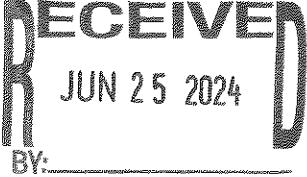
SERVICE DESCRIPTION	QTY	RATE	AMOUNT
Amelia Concourse CDD			
Additional sheet from original quote	458	0.35	160.30
Fold additional sheet	458	0.06443	29.51
Insert additional sheet	458	0.04367	20.00
			
<b>Subtotal</b>			\$209.81
<b>Sales Tax (7.5%)</b>			\$0.00
<b>Total</b>			\$209.81



**INVOICE**

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

**Customer #:** 24578747  
**Invoice #:** 8959059  
**Invoice Date:** 7/1/2024  
**Cust PO #:**

Job Number	Description	Amount
346108408	Amelia Concourse CDD Exterior Maintenance For July	2,749.00
		
<b>Total invoice amount</b>		<b>2,749.00</b>
<b>Tax amount</b>		
<b>Balance due</b>		<b>2,749.00</b>

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

*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](mailto: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 #: 8959059  
Invoice Date: 7/1/2024

**Amount Due: \$2,749.00**

*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

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

# Invoice

Invoice #: 304  
 Invoice Date: 6/24/24  
 Due Date: 6/24/24  
 Case:  
 P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance May 1 - May 31, 2024		1,264.63	1,264.63
Maintenance Supplies		632.97	632.97

**RECEIVED**  
 JUN 27 2024  
 BY: \_\_\_\_\_

Approved  
 Chip Dellinger  
 Amenity & Operations Manager  
 Governmental Management Services  
 On behalf of Amelia Concourse CDD  
 Date: 6.26.2024  
 Acct. # 1-320-57200-62000

*Chip Dellinger*  
 6-27-24

**Total** \$1,897.60

**Payments/Credits** \$0.00

**Balance Due** \$1,897.60

**AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT  
 MAINTENANCE BILLABLE HOURS  
 FOR THE MONTH OF MAY 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
5/2/24	4	C.D.	Re-secured fallen trim board from wooden tongue and groove roofing, went around and resecured sagging areas, fixed the uneven/poorly trimmed boards around bathrooms and leveled out, had to remove and reattach two trim boards, straightened and reorganized pool deck furniture
5/7/24	1	C.D.	Straightened and organized pool deck furniture, lowered and secured umbrellas
5/9/24	1	C.D.	Straightened and organized pool deck furniture, lowered and secured umbrellas
5/14/24	1	C.D.	Rearranged pool deck furniture and tended to umbrellas, removed debris on pool deck
5/16/24	3	C.D.	Filled all large voids in remaining corner, repairs with expanding foam, rearranged pool deck furniture and tended to umbrellas, removed debris on pool deck
5/21/24	1	C.D.	Rearranged pool deck furniture and tended to umbrellas, removed debris on pool deck
5/22/24	4	C.D.	Installed mail drop box, drilled into stucco wall, used wall anchors and tapcon screws, picked up supplies, rearranged pool deck furniture and tended to umbrellas, removed debris on pool deck
5/23/24	6	C.D.	Installed nest thermostat in amenity center, programmed and set up user for remote use, rearranged meeting room for party over weekend, programmed pool cards, rearranged pool deck furniture and tended to umbrellas, removed debris from pool deck, took out trash cans
5/28/24	4	C.D.	Went through with Health Inspection with Inspector, rearranged pool deck furniture and tended to umbrellas, removed debris on pool deck, picked up toys
5/31/24	3	C.D.	Cut back and shaped spray foam on three corners, mixed up and thickened epoxy and spread over foam in compromised area, smoothed and shaped thickened epoxy to match profiles of corners, rearranged pool deck furniture and tended to umbrellas

**TOTAL**      28

**MILES**      325

\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 6/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
Amelia Concourse	4/25/24	Microlite Epoxy Filler	61.51	C.D.
	4/25/24	Resin Spreader	7.37	C.D.
	5/7/24	Threadlock Red	12.29	C.D.
	5/7/24	Hardware	4.88	C.D.
	5/10/24	42 Gallon Trash Bags 50ct	34.47	C.D.
	5/13/24	1lb Trlm Screws	31.03	C.D.
	5/13/24	Nest Thermostat	211.49	C.D.
	5/14/24	Depository Drop Box	100.05	C.D.
	5/16/24	5 Pieces of Sod	22.89	C.D.
	5/23/24	Electrical Needle Nose Pliers	17.22	C.D.
	5/23/24	CG511A Locking Thermostat Cover	25.28	C.D.
	5/31/24	Milwaukee Hammer Drill Set	34.47	C.D.
	5/31/24	Husky 12 in 1 Ratcheting Screwdriver	19.52	C.D.
	5/31/24	Milwaukee Cobalt Drill Bit Set	34.47	C.D.
	5/31/24	Dewalt Dovetail Saw	16.07	C.D.
		<b>TOTAL</b>	<b><u>\$632.97</u></b>	



Tallahassee, FL 32308  
2498 Centerville Rd.

**Invoice**

**Invoice #:** 407083  
**Invoice Date:** 06/28/2024  
**Completed:** 06/28/2024  
**Terms:** Due On Receipt  
**Bid#:** 0  
**Job:** 7961-1  
 475 W Town Place

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

**HiTechFlorida.com**

Description	Qty	Rate	Amount
<i>Amelia Concourse CDD - 85200 Amaryllis Court, Fernandina Beach, FL</i>			
Shipping Fee	1.00	\$10.00	10.00
CDVI 25 Pack Clamshell Cards	2.00	\$89.00	178.00
Sales Tax			0.00

**RECEIVED**  
 JUN 28 2024  
 BY: \_\_\_\_\_

Tech Resolution Note:  
 Access

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**

<b>Total</b>	<b>\$188.00</b>
<b>Payments</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$188.00</b>



Tallahassee, FL 32308  
2498 Centerville Rd.

**Invoice**

**Invoice #:** 407683  
**Invoice Date:** 07/01/2024  
**Completed:** 07/01/2024  
**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
<i>1-14212-ACC-1 - Access Control System - Amelia Concourse CDD - 85200 Amaryllis Court, Fernandina Beach, FL</i>			
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**  
JUL 01 2024  
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**

<b>Total</b>	<b>\$110.00</b>
<b>Payments</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$110.00</b>



# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

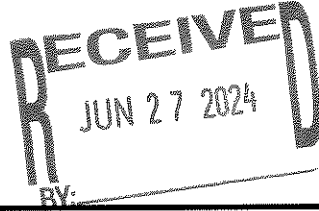
P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

June 27, 2024

Date

Attn: Courtney Hogge  
GMS, LLC  
475 West Town Place, Ste 114  
Saint Augustine FL 32092



Serial # 24-00118N PO/File # \_\_\_\_\_ \$1,433.00

**Payment Due**

Notice of Public Hearing, etc.; And Notice of Regular Board of  
Supervisors' Meeting

\$1,433.00

**Publication Fee**

Amelia Concourse Community Development District

Case Number \_\_\_\_\_ **Amount Paid**

Publication Dates 6/27, 7/5

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

County Nassau

If your payment is being  
mailed, please reference  
Serial # 24-00118N on your  
check or remittance advice.

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

**Your notice was published on both [jaxdailyrecord.com](http://jaxdailyrecord.com) and [floridapublicnotices.com](http://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.

**AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT  
 NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2025  
 BUDGET, NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF OPERATIONS  
 AND MAINTENANCE SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND  
 THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME, AND NOTICE OF REGULAR  
 BOARD OF SUPERVISORS' MEETING.**

**Upcoming Public Hearings, and Regular Meeting**  
 The Board of Supervisors ("Board") for the Amelia Concourse Community Development District ("District") will hold the following two public hearings and a regular meeting:

DATE: July 24, 2024  
 TIME: 1:00 p.m.  
 LOCATION: Amelia Concourse Amenity Center  
 85200 Amayllis Court  
 Fernandina Beach, Florida 32034

The first public hearing is being held pursuant to Chapter 190, Florida Statutes, to receive public comment and objections on the District's proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2024, and ending September 30, 2025 ("Fiscal Year 2024/25"). The second public hearing is being held pursuant to Chapters 190 and 197, Florida Statutes, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District, to fund the Proposed Budget for Fiscal Year 2024/25; to consider the adoption of an assessment roll; and, to provide for the levy, collection, and enforcement of assessments. At the conclusion of the hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A Board meeting of the District will also be held where the Board may consider any other District business.

**Description of Assessments**

The District imposes O&M Assessments on benefited property within the District for the purpose of funding the District's general administrative, operations, and maintenance budget. A geographic depiction of the property potentially subject to the proposed O&M Assessments is identified in the map attached hereto. The table below shows the schedule of the proposed O&M Assessments, which are subject to change at the hearing:

Land Use	Total # of Units / Acres	ERU Factor	Proposed O&M Assessment (including collection costs / early payment discounts)
Single Family	458	1	\$1,077.94

The proposed O&M Assessments as stated include collection costs and/or early payment discounts, which Nassau County ("County") may impose on assessments that are collected on the County tax bill. Moreover, pursuant to Section 197.3632(4), Florida Statutes, the lien amount shall serve as the "maximum rate" authorized by law for O&M Assessments, such that no assessment hearing shall be held or notice provided in future years unless the assessments are proposed to be increased or another criterion within Section 197.3632(4), Florida Statutes, is met. Note that the O&M Assessments do not include any debt service assessments previously levied by the District that are due to be collected for Fiscal Year 2025.

For Fiscal Year 2025, the District intends to have the County tax collector collect the assessments imposed on certain developed property. It is important to pay your assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title, or for direct billed assessments, may result in a foreclosure action, which also may result in a loss of title. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect these or other assessments in a different manner at a future time.

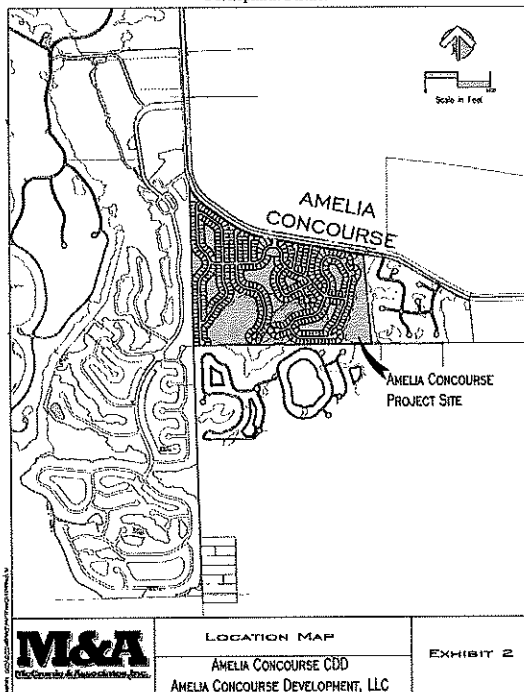
**Additional Provisions**

The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Proposed Budget, proposed assessment roll, and the agenda for the hearings and meeting may be obtained at the offices of the District Manager, located at 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850 ("District Manager's Office"), during normal business hours. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting. There may be occasions when staff or board members may participate by speaker telephone.

Any person requesting special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-355-8770 (Voice), for aid in contacting the District Manager's Office.

Please note that all affected property owners have the right to appear at the public hearings and meeting and may also file written objections with the District Manager's Office within twenty days of publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of 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.

District Manager  
 Amelia Concourse Community  
 Development District



**INVOICE**

Sitex Aquatics, LLC  
PO Box 917  
Parish, FL 34219

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

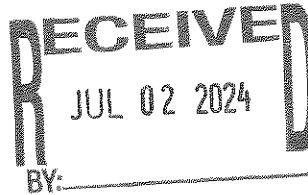


Amelia Concourse CDD  
Bill to  
Amelia Concourse CDD  
352 Period St.  
St. Johns, FL 32259

Ship to  
Amelia Concourse CDD  
9655 Florida Mining Blvd, Bldg. 300, Ste  
305  
Jacksonville, FL 32257

**Invoice details**

Invoice no.: 8583-B  
Terms: Net 30  
Invoice date: 06/01/2024  
Due date: 07/01/2024



#	Date	Product or service	Description	Qty	Rate	Amount
1.		Aquatic Maintenance	Monthly Lake Maintenance-4 Ponds	1	\$368.00	\$368.00
<b>Total</b>						<b>\$368.00</b>

Approved  
Chip Dellinger  
Amenity & Operations Manager  
Governmental Management Services  
On behalf of Amelia Concourse CDD  
Date: 7/2/2023  
Acct. # 1-320-57200-46800

**INVOICE**

Sitex Aquatics, LLC  
PO Box 917  
Parish, FL 34219

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

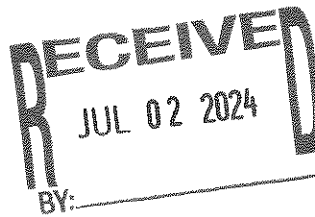


Amelia Concourse CDD  
**Bill to**  
Amelia Concourse CDD  
352 Period St.  
St. Johns, FL 32259

**Ship to**  
Amelia Concourse CDD  
9655 Florida Mining Blvd, Bldg. 300, Ste  
305  
Jacksonville, FL 32257

**Invoice details**

Invoice no.: 8713-B  
Terms: Net 30  
Invoice date: 07/01/2024  
Due date: 07/31/2024



#	Date	Product or service	Description	Qty	Rate	Amount
1.		<b>Aquatic Maintenance</b>	Monthly Lake Maintenance-4 Ponds	1	\$368.00	\$368.00
					<b>Total</b>	<b>\$368.00</b>

Approved  
Chip Dellinger  
Amenity & Operations Manager  
Governmental Management Services  
On behalf of Amelia Concourse CDD  
Date: 7/2/2023  
Acct. # 1-320-57200-46800

**Bob's Backflow & Plumbing Services**

4640 Subchaser Ct., Ste 113  
 Jacksonville, FL 32244

**Invoice**

11294

Invoice Date

3/15/2024

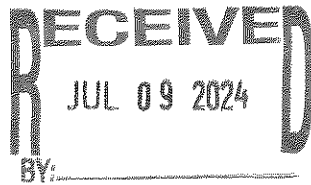
<b>Bill To</b>
Amelia Concourse Community c/o GMS/Governmental Mgmt Svcs Inc 475 West Town Place Suite 114 St Augustine, FL 32092

<b>Job Location</b>
Amelia Concourse Community 85200 Amaryllis Ct Fernandina Beach, FL 32034

**Bob's Backflow & Plumbing Services**  
 4640 Subchaser Ct., Ste 113  
 Jacksonville, FL 32244

Phone # (904) 268-8009 Fax # (904) 292-4403

P.O. Number	Terms	Due Date
	Net 30	4/14/2024

Serviced	Description	Quantity	Price Each	Amount
3/8/2024	Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider	2	45.00	90.00
	Potable: 1.5 Wilkins 975XL serial# 2746874 - Failed Irrigation: 1.5" Wilkins 975XL serial# 2629480 - Failed			
	Proposal will follow for repairs needed to be in compliance with water utility provider.			
Approved Chip Dellinger, Operations Manager Governmental Management Services On behalf of Amelia Concourse CDD Date: 7/9//2024 Acct. # 1-320-57200-62 Repairs and Maintenance				
				

<b>Total</b>	\$90.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$90.00

**Thank you for your business. We appreciate your prompt payment.**  
 Please make checks payable to Bob's Backflow and include your invoice number.

# Bob's Backflow & Plumbing Services

4640 Subchaser Ct., Ste 113  
Jacksonville, FL 32244

# Invoice

12407

Invoice Date

4/23/2024

<b>Bill To</b>
Amelia Concourse Community c/o GMS/Governmental Mgmt Svcs Inc 475 West Town Place Suite 114 St Augustine, FL 32092

Job Location
Amelia Concourse Community 85190 Amaryllis Ct Fernandina Beach, FL 32034

## Bob's Backflow & Plumbing Services

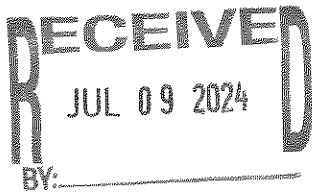
4640 Subchaser Ct., Ste 113

Jacksonville, FL 32244

Phone # (904) 268-8009

Fax # (904) 292-4403

P.O. Number	Terms	Due Date
	Net 30	5/23/2024

Serviced	Description	Quantity	Price Each	Amount
4/22/2024	Backflow Test: Backflow Test/ Certified and submitted to proper Water Utility Provider	1	45.00	45.00
	Irrigation 1 1/2" Wilkins 975XL Serial # ACC4219 - Passed			
	Approved Chip Dellinger, Operations Manager Governmental Management Services On behalf of Amelia Concourse CDD Date: 7/9/2024 Acct. # 1-320-57200-62 Repairs and Maintenance			
				

Total	\$45.00
Payments/Credits	\$0.00
<b>Balance Due</b>	<b>\$45.00</b>

Thank you for your business. We appreciate your prompt payment.  
Please make checks payable to Bob's Backflow and include your invoice number.

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

# Invoice

**Invoice #:** 305  
**Invoice Date:** 7/1/24  
**Due Date:** 7/1/24  
**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 - July 2024		1,166.67	1,166.67
Facility Management - July 2024		1,166.67	1,166.67
Janitorial - July 2024		770.00	770.00
Pool Maintenance - July 2024		1,433.33	1,433.33

**RECEIVED**  
 JUL 03 2024  
 BY: \_\_\_\_\_

*Jerry Lambert*  
 7-3-24

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

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

# Invoice

Invoice #: 306  
 Invoice Date: 7/1/24  
 Due Date: 7/1/24  
 Case:  
 P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Management Fees - July 2024		4,173.75	4,173.75
Website Administration - July 2024		88.33	88.33
Information Technology - July 2024		176.67	176.67
Dissemination Agent Services - July 2024		927.50	927.50
Office Supplies		0.33	0.33
Postage		7.04	7.04
Copies		1.50	1.50
Telephone		42.25	42.25

**RECEIVED**  
 JUL 02 2024  
 BY: \_\_\_\_\_

<b>Total</b>	<b>\$5,417.37</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$5,417.37</b>



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 307

**Invoice Date:** 7/11/24

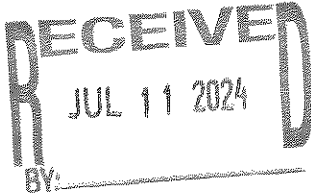
**Due Date:** 7/11/24

**Case:**

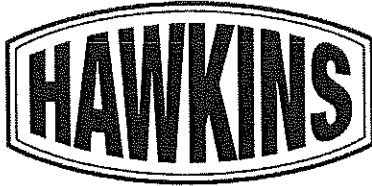
**P.O. Number:** C BUSS 1969

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Trichlor Pool Chemicals - Tile Soap		314.82 54.99	314.82 54.99
			
<b>Total</b>			<b>\$369.81</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$369.81</b>

Original



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

# INVOICE

Total Invoice	<b>\$534.00</b>
Invoice Number	6802005
Invoice Date	7/8/24
Sales Order Number/Type	4567764 SL
Branch Plant	74
Shipment Number	5436924

Sold To: 498805  
**ACCOUNTS PAYABLE**  
**AMELIA CONCOURSE COMMUNITY**  
**DEVELOPMENT**  
 475 W Town Pl  
 SUITE 114  
 Saint Augustine FL 32092-3648

Ship To: 498806  
**AMELIA CONCOURSE COMMUNITY**  
**DEVELOPMENT**  
 85200 Amaryllis Ct  
 SUITE 114  
 Fernandina Beach FL 32034-9716

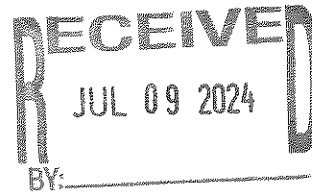
Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#	P.O. Release	Sales Agent #
8/7/24	Net 30	PPD Origin	HWTG			382

Line #	Item Number	Item Name/Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	180.0000	GA	\$2.9000	GA	1,740.6 LB	\$522.00
		1 LB BLK (Mini-Bulk)		180.0000	GA			1,740.6 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00

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

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



Page 1 of 1	Tax Rate 0 %	Sales Tax \$0.00	<b>Invoice Total</b>	<b>\$534.00</b>
-------------	-----------------	---------------------	----------------------	-----------------

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

**CHECK REMITTANCE:**  
 Hawkins, Inc.  
 P.O. Box 860263  
 Minneapolis, MN 55486-0263

**WIRING CONTACT INFORMATION:**  
 Email: [Credit.Dept@HawkinsInc.com](mailto:Credit.Dept@HawkinsInc.com)

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

**FINANCIAL INSTITUTION:**  
 US Bank  
 800 Nicollet Mall  
 Minneapolis, MN 55402

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

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

**CASH IN ADVANCE/EFT PAYMENTS:**  
 Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

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



KILINSKI | VAN WYK

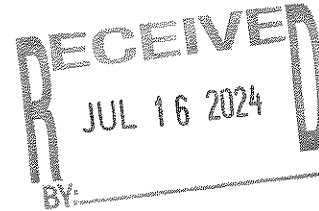
# Kilinski | Van Wyk PLLC

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

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

## INVOICE

Invoice # 9905  
Date: 07/14/2024  
Due On: 08/13/2024



### Amelia Concourse CDD - General

Type	Attorney	Date	Notes	Quantity	Rate	Total
Service	LG	06/03/2024	Respond to correspondence regarding AT&T insurance claim; review and revise security agreement.	0.70	\$325.00	\$227.50
Service	LG	06/03/2024	Confer with Kilinski regarding AT&T damages.	0.40	\$325.00	\$130.00
Service	RVW	06/03/2024	Research format for Goals and Objectives and confer with staff.	0.10	\$365.00	\$36.50
Service	MGH	06/03/2024	Further prepare and revise agreement with Hi-Tech for security camera installation and support services; correspond with District Manager regarding same.	0.80	\$270.00	\$216.00
Service	MGH	06/03/2024	Review and analyze correspondence regarding insurance requirements and entity information for swim lessons in District pool.	0.10	\$270.00	\$27.00
Service	RVW	06/04/2024	Draft Goals and Objectives samples for district review.	0.10	\$365.00	\$36.50
Service	MGH	06/11/2024	Prepare license agreement for Jax Mobile Swim School swimming lessons.	0.80	\$270.00	\$216.00
Service	LG	06/12/2024	Review and provide comments to May minutes; review and revise swim license agreement; prepare informal landscape RFP and form of agreement.	1.80	\$325.00	\$585.00
Service	MGH	06/12/2024	Review and analyze correspondence and documentation from District staff regarding Request for Proposals for landscaping	0.20	\$270.00	\$54.00

services.						
Service	MGH	06/13/2024	Further prepare Jax Swim School license agreement for swim lessons in District pool; distribute to District Manager for review and execution.	0.20	\$270.00	\$54.00
Service	LG	06/16/2024	Provide information regarding landscape RFP scope.	0.20	\$325.00	\$65.00
Service	MGH	06/20/2024	Further prepare agreement with Hi-Tech for security camera installation and ongoing support services.	0.70	\$270.00	\$189.00
Service	LG	06/20/2024	Prepare memorandum regarding special district performance measures.	0.20	\$325.00	\$65.00
Service	MGH	06/21/2024	Prepare mailed notices of budget and assessment hearings with affidavit of mailing.	0.50	\$270.00	\$135.00
Service	MGH	06/21/2024	Prepare published notice of budget and assessment hearings.	0.40	\$270.00	\$108.00
Service	LG	06/24/2024	Review and revise mailed and published budget notices.	0.20	\$325.00	\$65.00
Service	MGH	06/27/2024	Analyze Nassau County Supervisor of Elections records to confirm status of and candidates for open seats for November 2024 General Election; identify follow-up items needed now and upon election	0.20	\$270.00	\$54.00
<b>Non-billable entries</b>						
Service	LG	06/18/2024	Review status of general election seats.	0.10	\$325.00	\$32.50
					<b>Total</b>	<b>\$2,263.50</b>

## Detailed Statement of Account

### Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due	
9905	08/13/2024	\$2,263.50	\$0.00	\$2,263.50	
				<b>Outstanding Balance</b>	<b>\$2,263.50</b>
				<b>Total Amount Outstanding</b>	<b>\$2,263.50</b>

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

Please pay within 30 days.



Fernandina Office 904-225-9425  
PO Box 1330  
Yulee, FL 32041-1330  
[www.naderspestraiders.com](http://www.naderspestraiders.com)

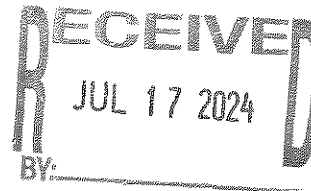
### IS YOUR HOME PROTECTED FROM TERMITES?

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: 07/09/24    Payment Due Upon Receipt

Date	Invoice #	Description	Amount	Tax	Balance
Service Address: 85200 Amaryllis Ct, Fernandina Beach, FL 32034-9716					
07/01/24	57337653	Fire Ant Service	\$81.00	\$0.00	\$81.00



**Current: \$81.00                      Past Due: \$0.00                      Total Amount Due: \$81.00**

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](http://www.naderspestraiders.com)

\*\*\*\*\*AUTO\*\*MIXED AADC 270



AMELIA CONCOURSE AMENITIES CENTER 7  
TONY SHIVER 1413  
393 PALM COAST PKWY SW UNIT 4  
PALM COAST FL 32137-4774



Please check invoice(s) paid below.			
	Invoice #	Amount	
<input type="checkbox"/>	57337653	\$81.00	<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: 07/09/24  
Customer Number: 1328696

Balance Forward: \$0.00                      Amount Due: \$81.00  
Amount: \_\_\_\_\_                      Check # \_\_\_\_\_



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

**Service Inspection Report**

**ORDER #: 57337653**

WORK DATE: 07/01/2024

**BILL-TO**                   **1328696**  
 Amelia Concourse Amenities Center  
 Tony Shiver  
 393 Palm Coast Pkwy SW  
 Ste 4  
 Palm Coast, FL 32137-4773  
 Email:  
 dlaughlin@gmsnf.com;Cdellinger@gmsnf.com  
 Phone:           904-940-9850  
 Alt. Phone:   904-537-9034

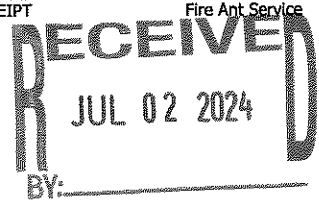
**LOCATION**                   **1328696**  
 Amelia Concourse Amenities Center  
 Tony Shiver  
 85200 Amaryllis Ct  
 Fernandina Beach, FL 32034-9716  
 Email: Cdellinger@gmsnf.com ;  
 dlaughlin@gmsnf.com  
 Phone:           904-631-5135 xChip

**Time In:**           7/1/2024 1:23:51 PM  
**Time Out:**       7/1/2024 1:38:07 PM

**Customer Signature**  
  
 Customer is unavailable to sign  
**Technician Signature**

*[Signature]*  
 Joseph Emory  
 License #:

Purchase Order	Terms	Service Description	Quantity	Amount
None	DUE UPON RECEIPT	Fire Ant Service	1.00	
				<b>Subtotal</b> 81.00
				<b>Tax</b> 0.00
				<b>Total</b> 81.00
				<b>Prior Balance:</b> 0.00
				<b>Total Due:</b> 81.00



**GENERAL COMMENTS / INSTRUCTIONS**

Access Code to Pool Area- 7946#

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

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

Thanks, Joseph.

**CUSTOMER INSTRUCTIONS & PRECAUTIONS**

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

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

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

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

Do not burn treated firewood for 1 month after treatment.

**PRODUCTS APPLIED**

Material	A.I. %	Finished Qty	Application Equipment	Application Rate	Time
EPA #	A.I. Concentration	Undiluted Qty	Application Method	Sq/Cu/L Ft	Lot #
Advion Fire Ant Bait 100-1481	0.0450% n/a	8.0000 Ounce	Spreader BROADCAST Uniform application to an entire area.		1:34:26 PM
<b>Target Pests:</b> Fire Ants					
<b>Areas Applied:</b> EXTERIOR; EXTERIOR -> Landscaped Areas;					
Niban G 64405-2	5.0000% n/a	8.0000 Ounce	Spreader BROADCAST Uniform		1:34:16 PM



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

## Service Inspection Report

**ORDER #: 57337653**

WORK DATE: 07/01/2024

### PRODUCTS APPLIED

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

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

**Areas Applied:** EXTERIOR; EXTERIOR -> Landscaped Areas;



**Amelia Concourse**  
**COMMUNITY DEVELOPMENT DISTRICT**

*General Fund*

**RECEIVED**  
JUL 17 2024  
BY: \_\_\_\_\_

**Check Request**

Date	Amount	Authorized By
July 17, 2024	\$250.00	Chip Dellinger

Payable to:

Olga Gilbert

Date Check Needed:

Budget Category:

ASAP	001.300.36900.10100
------	---------------------

Intended Use of Funds Requested:

Rental Deposit Refund
95108 Periwinkle Pl, Fernandina Beach FL, 32034
<i>(Attach supporting documentation for request.)</i>

# Amelia Concourse Community Development District

## Amelia Concourse Amenity Center Rental Application

Name of Applicant: Olga Gilbert Date: 07/9/2024

Organization: If Applicable N/A Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Estimated Attendance: 20 Intended Use: Birthday Party

Date Requested: 06/15/2024 Time: Start: 4:00pm End By: 9:00pm

I understand in order to receive the full refund of the clean-up deposit; the following must be done after usage:

- Removal of all decoration
- Remove all garbage and place in dumpster
- Wipe down tables, chairs countertops and sink
- Put all furniture back in original locations

I have read, understood and agree to abide by all the District policies and procedures regarding the use of the facility. This includes:

- **No beer, wine or alcoholic beverages will be brought in or consumed on the premises** – unless a certificate of liability insurance is presented and approved by the Board of Supervisors before the rental date.
- No glass or breakable items are permitted in the facility
- Smoking is not permitted in the facility
- No pets allowed, except seeing eye dogs
- The volume of live or recorded music must not violate applicable to Duval County noise ordinances

I agree to indemnify and hold harmless the **Amelia Concourse Community Development District** and their agents, supervisors, officers, directors, employees and staff from any and all liability, claims, actions, suits or demands by any person, corporation or other entity, for injuries, death, property damage of any nature arising out of, or in connection with, the use of the Amelia Concourse Amenity Center and facilities. Nothing herein shall constitute or be construed as a waiver of the District's sovereign immunity granted pursuant to Section 768.28, Fla. Stat.

I have read, understand and agree to abide by all policies and rules of the District governing the Amelia Concourse Amenity Center and Facilities. Failure to adhere to the District's policies and rules may result in the suspension or termination of my privileges to use the facility. **I also understand that I am financially responsible for any damages caused by family members, my guests and me.** If requested, I will obtain an event insurance policy naming the Amelia Concourse Community Development District and their agents, supervisors, officers, directors, employees and staff as additional insured.

Make Checks Payable to: **Amelia Concourse CDD**

Signature: Olga Gilbert Date: 06/15/2024

Cleaning Deposit: \$ 250 Check #: 0092 Rental Fee Amount: \$ 70 Check #: 0091

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*To receive a full refund of the cleaning deposit, all garbage from the party must be removed and placed in the dumpster. This is including removal of all party displays and remnants. In addition the entire Amenity Center party area needs to be completely swept to the condition it was upon receipt of same.

Deposit Returned On: \_\_\_\_\_ Mailed \_\_\_\_\_ Handed To: \_\_\_\_\_ Ripped \_\_\_\_\_

## ADDENDUM TO AMENITY CENTER RENTAL APPLICATION

Please read carefully. This Addendum (“Addendum”) modifies the terms of the *Amenity Center Rental Application* (“Application”), including but not limited to imposing mandatory safety measures, imposing an additional cleaning fee, allowing the District to cancel the event at any time, and setting forth indemnification, release, and assumption of risk obligations.

1. **PURPOSE.** Due to the COVID-19 public health emergency, the Amelia Concourse Community Development District (the “**District**”) has implemented certain additional requirements for use of its Amenity Center Gathering Room (the “**Facilities**”) in order to support the safe use of the Facilities to protect District residents, paid users and guests, in accordance with federal, state, and local laws, regulations, and guidelines; and the Applicant agrees to comply with these additional terms.
2. **MANDATORY SAFETY MEASURES.** Effective immediately and for the duration of the COVID-19 public health emergency, the Applicant must implement the following measures:
  - a. The Applicant is responsible for enforcing social distancing among all event attendees, consistent with all federal, state, local, and industry requirements, guidelines, and best practices. This includes, but is not necessarily limited to:
    - i. Ensuring that **no more than twenty (20) attendees** total are present at the event, or such lesser number necessary to allow proper social distancing or as may be otherwise directed by the District, notwithstanding anything to the contrary in the Application; and
    - ii. Ensuring that all attendees that are not in the same household remain at least six (6) feet apart; and
    - iii. Ensuring that, if social distancing is not possible, all attendees wear appropriate masks or facial coverings consistent with CDC guidelines.
  - b. In the event that any individual who attended the event at the District’s Facilities tests positive for COVID-19, the Applicant shall immediately notify the District.
  - c. Before allowing any individual attending the event as a guest of the Applicant to access the Facilities for purposes of participation in the event hosted under the Application, the Applicant must ask the following screening questions, and if the answer to any is “yes,” prevent that individual from accessing the Facilities:
    - i. Do you have or have you had in the past 48 hours a cough, shortness of breath, fever (100.4+), chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss/change in taste/smell or diarrhea?
    - ii. Have you been in close contact (within 6 ft for at least 10 minutes) with anyone with the above symptoms?
    - iii. Have you been exposed to anyone who tested positive for COVID-19 in the past 14 days?
    - iv. Have you tested positive for or otherwise been exposed to anyone who is currently waiting for COVID-19 test results?
    - v. Have you traveled internationally or been on a cruise during the past 14 days?

vi. Have you traveled to an out-of-state hotspot or to an in-state hotspot during the past 14 days?

3. **CANCELLATION.** The Applicant acknowledges that the District may cancel any scheduled event immediately for any reason or no reason, including but not limited to a reported positive case of COVID-19 at the Facilities, an increase in COVID-19 cases in the community at large, failure to follow the requirements in this Addendum or the Application, or governmental orders or policies making it impractical, infeasible, or inadvisable to allow group activities or events at the District's Facilities. District staff shall notify the Applicant as soon as practicable of any cancellation, and the District shall not be responsible for any costs associated with said cancellation. Any rental, staffing, or cleaning fees paid to the District by the Applicant shall be returned to the Applicant upon cancellation.
4. **INDEMNIFICATION, RELEASE, AND ASSUMPTION OF RISK.** The Applicant acknowledges that although the District has taken reasonable steps to protect users of the Facilities from exposure to COVID-19, including requiring the protocols set forth in this Application, there may nevertheless be a risk of exposure to COVID-19 for the Applicant and his/her attendees. The Applicant, on behalf of itself and its invitees, assumes any such risk that may arise therefrom on behalf of itself and its attendees, to the fullest extent permitted by law.

Applicant agrees that its indemnification and hold harmless obligations under the Application apply fully and without limitation to any and all claims, demands, losses, damages, liabilities, and expenses, and all suits, actions, and judicial decrees (including without limitation, costs and reasonable attorney's fees for the District's legal counsel of choice, whether at trial or on appeal), arising from any negative health effects suffered by the Applicant or any other individual present at the event related to COVID-19 in connection with the use of the District's Facilities under the Application and this Addendum.

Applicant further agrees to release the Amelia Concourse CDD, and their respective Supervisors, officers, directors, consultants, and staff from and against any and all claims, demands, actions, complaints, suits or other forms of liability that any of them may sustain arising out of or in connection with (a) Applicant's hosting of the event and use of the District's Facilities, (b) a failure to comply with the measures imposed by District, (c) a failure to comply with local, state, and federal laws and policies, procedures, and the District amenity rules; and (d) any damage, injury, illness or death related to Applicant's use of the District's Facilities. This is in addition to, and not in lieu of, the indemnification set forth in the Application.

5. **CONFLICTS.** The terms of the Application remain in full force and effect, except to the extent expressly amended by this Addendum.

By signing below, the Applicant affirms that he or she has read and knowingly and voluntarily agrees to the terms of this Addendum, and that he or she is 18 years of age or older.

*Olga Gilbert*

\_\_\_\_\_  
Applicant Signature

Olga Gilbert

\_\_\_\_\_  
Print Name

06/15/2024

\_\_\_\_\_  
Date



# INVOICE

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

**Customer #:** 24578747  
**Invoice #:** 9011587  
**Invoice Date:** 7/26/2024  
**Sales Order:** 8408037  
**Cust PO #:**

**Project Name:** Palm pruning  
**Project Description:** Prune seed pods and brown fronds off of palm trees

Job Number	Description	Qty	UM	Unit Price	Amount
346108408	Amelia Concourse CDD Prune palm trees to remove seeds and brown fronds (10 washin	1.000	LS	854.00	854.00
				<b>Total Invoice Amount</b>	854.00
				<b>Taxable Amount</b>	
				<b>Tax Amount</b>	
				<b>Balance Due</b>	854.00

**RECEIVED**  
 JUL 28 2024  
 BY: \_\_\_\_\_

**Terms:** Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

*Please detach stub and remit with your payment*

### Payment Stub

Customer Account #: 24578747  
 Invoice #: 9011587  
 Invoice Date: 7/26/2024

<b>Amount Due: \$ 854.00</b>
------------------------------

*Thank you for allowing us to serve you*

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

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

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



### Proposal for Extra Work at Amelia Concourse CDD

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

Project Name      Palm pruning  
 Project Description      Prune seed pods and brown fronds off of palm trees

#### Scope of Work

QTY	UoM/Size	Material/Description
1.00	LUMP SUM	Prune palm trees to remove seeds and brown fronds (10 washingtonia, 8 sabals, and 1 sylvester palm)

For internal use only

SO#                    8408037  
 JOB#                346108408  
 Service Line        300

Total Price                    \$854.00

#### THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
 11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014  
 Enhancement Manager  
 Certified Arborist #FL-6354A  
 Certified Pest Control Operator JF95758

**THIS IS NOT AN INVOICE**

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014  
Enhancement Manager  
Certified Arborist #FL-6354A  
Certified Pest Control Operator JF95758

## TERMS & CONDITIONS

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

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

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

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

### Acceptance of this Contract:

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

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

Customer:

	Property Manager
Signature	Title
Daniel Laughlin	July 08, 2024
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

	Enhancement Manager
Signature	Title
Jen Mabus	July 08, 2024
Printed Name	Date

Job #: 346108408

SO #: 8408037      Proposed Price: \$854.00





# INVOICE

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

**Customer #:** 24578747  
**Invoice #:** 9011596  
**Invoice Date:** 7/26/2024  
**Sales Order:** 8447491  
**Cust PO #:**

**Project Name:** Summer 2024 Annuals installation  
**Project Description:** Summer 2024 Annuals installation and soil install

Job Number	Description	Qty	UM	Unit Price	Amount
346108408	Amelia Concourse CDD Installation of the new flower rotation 504 annuals	504.000	EA	2.25	1,134.05
	Annuals Soil installation- 2 yds	1.000	EA	330.30	330.30
				<b>Total Invoice Amount</b>	<b>1,464.35</b>
				<b>Taxable Amount</b>	
				<b>Tax Amount</b>	
				<b>Balance Due</b>	<b>1,464.35</b>

**RECEIVED**  
 JUL 28 2024  
 BY: \_\_\_\_\_

**Terms:** Net 15 Days

If you have any questions regarding this invoice, please call 904 292-0716

*Please detach stub and remit with your payment*

## Payment Stub

Customer Account #: 24578747  
 Invoice #: 9011596  
 Invoice Date: 7/26/2024

<b>Amount Due: \$ 1,464.35</b>
--------------------------------

*Thank you for allowing us to serve you*

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

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

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



### Proposal for Extra Work at Amelia Concourse CDD

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

Project Name Summer 2024 Annuals installation  
 Project Description Summer 2024 Annuals installation and soil install

#### Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
504.00	EACH	Installation of the new flower rotation 504 annuals	\$2.25	\$1,134.05
1.00	EACH	Annuals Soil installation- 2 yds	\$330.30	\$330.30

For internal use only

SO# 8447491  
 JOB# 346108408  
 Service Line 140

Total Price \$1,464.35

#### THIS IS NOT AN INVOICE

This proposal is valid for thirty (30) days unless otherwise approved by Contractor's Senior Vice President  
 11530 Davis Creek Court, Jacksonville, FL 32256 ph. (904) 292-0716 fax (904) 292-1014  
 Enhancement Manager  
 Certified Arborist #FL-6354A  
 Certified Pest Control Operator JF95758

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Enhancement Manager  
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## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license if required by State or local law, and will comply with all other license requirements of the City, State and Federal Governments, as well as all other requirements of law. Unless otherwise agreed upon by the parties or prohibited by law, Customer shall be required to obtain all necessary and required permits to allow the commencement of the Services on the property.
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5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Customer, as specified in writing prior to commencement of work. If not specified Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall not be liable for any damage that occurs from Acts of God defined as extreme weather conditions, fire, earthquake, etc. and rules, regulations or restrictions imposed by any government or governmental agency, national or regional emergency epidemic, pandemic, health related outbreak or other medical events not caused by one or other delays or failure of performance beyond the commercially reasonable control of either party. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this Contract within sixty (60) days.
7. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Customer or not under Customer management and control shall be the sole responsibility of the Customer.
8. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
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11. **Payment Terms:** Upon signing this Agreement, Customer shall pay Contractor 50% of the Proposed Price and the remaining balance shall be paid by Customer to Contractor upon completion of the project unless otherwise, agreed to in writing.
12. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) workdays advance written notice. Customer will be required to pay for all materials purchased and work complete to the date of termination and reasonable charges incurred in demobilizing.
13. **Assignment:** The Customer and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Customer nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however that consent shall not be required to assign this Agreement to any company which controls, is controlled by or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities consolidation, change of control or corporate reorganization.
14. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Customer. If the Customer must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Customer directly to the designer involved.
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17. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

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

Customer:

	Property Manager
Signature	Title
Daniel Laughlin	July 08, 2024
Printed Name	Date

BrightView Landscape Services, Inc. "Contractor"

	Enhancement Manager
Signature	Title
Jen Mabus	July 08, 2024
Printed Name	Date

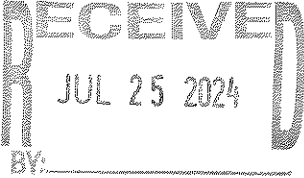
Job #:	346108408	Proposed Price:	\$1,464.35
SO #:	8447491		



**INVOICE**

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

**Customer #:** 24578747  
**Invoice #:** 8998302  
**Invoice Date:** 8/1/2024  
**Cust PO #:**

Job Number	Description	Amount
346108408	Amelia Concourse CDD Exterior Maintenance For August	2,749.00
		
<b>Total invoice amount</b>		<b>2,749.00</b>
<b>Tax amount</b>		
<b>Balance due</b>		<b>2,749.00</b>

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 904-292-0716

*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](mailto: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 #: 8998302  
 Invoice Date: 8/1/2024

<b>Amount Due:</b> \$2,749.00
-------------------------------

*Thank you for allowing us to serve you*

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

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

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

**Governmental Management Services, LLC**  
1001 Bradford Way  
Klmgston, TN 37763

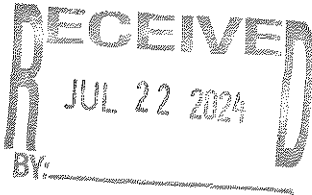
# Invoice

Invoice #: 308  
Invoice Date: 7/17/24  
Due Date: 7/17/24  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Facility Maintenance June 1 - June 30, 2024		1,052.49	1,052.49
Maintenance Supplies		54.98	54.98

Approved  
Chip Dellinger  
Amenity & Operations Manager  
Governmental Management Services  
On behalf of Amelia Concourse CDD  
Date: 7/19/2024  
Acct. # 1-320-57200-62000



*Jerry Lambert*  
7-22-24

<b>Total</b>	\$1,107.47
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$1,107.47

**AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JUNE 2024**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/4/24	2	C.D.	Rearranged pool deck furniture and tended to umbrellas, removed debris on pool deck, picked up toys on pool deck, rearranged meeting room
6/14/24	3	C.D.	Cleaned all wall smudges and food from walls, picked up supplies, rearranged pool deck furniture and tended to umbrellas, removed debris on pool deck, picked up toys on pool deck, rearranged meeting room
6/20/24	3	C.D.	Repaired women's bathroom door, removed door from frame/wall, inserted wall anchors, attached door to frame/wall, reused security hardware, picked up supplies
6/21/24	3	C.D.	Rearranged pool deck furniture and tended to umbrellas, removed debris on pool deck and around amenity center, picked up toys on pool deck, met with potential new landscape maintenance company and cleaning company
6/25/24	2	C.D.	Large party on pool deck and nothing was put back in place, rearranged pool deck furniture and tended to umbrellas, removed debris on pool deck and patio
6/27/24	3	T.M.	Painted door frames and paint touch up on walls of gathering room
6/28/24	7	C.D.	RFP with the Greenery and Kohn outdoors, met with Americanaire Cleaning for proposal, painted around new thermostat, painted trim and door inside amenity center door, painted trim around kitchen door
6/28/24	2.5	T.M.	Sanded areas on playground fence post to prep for paint, painted all prepped areas on fence posts

**TOTAL**      25.5

**MILES**      73

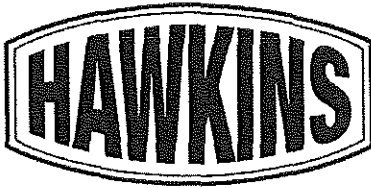
\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 7/05/24

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
Amelia Concourse	6/14/24	Mr. Eraser 10ct	16.08	C.D.
	6/14/24	Toilet Paper 18 Roll	22.98	C.D.
	6/20/24	Wall Anchors	6.30	C.D.
	6/20/24	4 Piece Drill Bit Set for Impact	9.63	C.D.
		<b>TOTAL</b>	<u><u>\$54.98</u></u>	





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

Original

# INVOICE

Total Invoice	<b>\$882.00</b>
Invoice Number	6815958
Invoice Date	7/22/24
Sales Order Number/Type	4580039 SL
Branch Plant	74
Shipment Number	5453465

Sold To: 498805  
ACCOUNTS PAYABLE  
AMELIA CONCOURSE COMMUNITY  
DEVELOPMENT  
475 W Town Pl  
SUITE 114  
Saint Augustine FL 32092-3648

Ship To: 498806  
AMELIA CONCOURSE COMMUNITY  
DEVELOPMENT  
85200 Amaryllis Ct  
SUITE 114  
Fernandina Beach FL 32034-9716

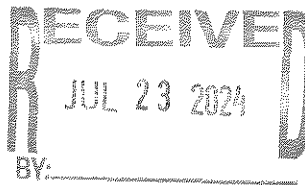
Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#	P.O. Release	Sales Agent #
8/21/24	Net 30	PPD Origin	HWTG			382

Line #	Item Number	Item Name/Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	300.0000	GA	\$2.9000	GA	2,901.0 LB	\$870.00
		1 LB BLK (Mini-Bulk)		300.0000	GA			2,901.0 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00

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

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



Page 1 of 1

Tax Rate 0 %  
Sales Tax \$0.00

Invoice Total **\$882.00**

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

**CHECK REMITTANCE:**  
Hawkins, Inc.  
P.O. Box 860263  
Minneapolis, MN 55486-0263

**WIRING CONTACT INFORMATION:**  
Email: [Credit.Dept@Hawkinsinc.com](mailto:Credit.Dept@Hawkinsinc.com)

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

**FINANCIAL INSTITUTION:**  
US Bank  
800 Nicollet Mall  
Minneapolis, MN 55402

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

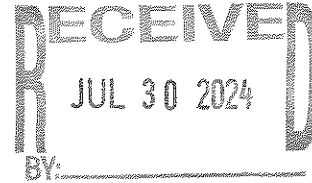
**ACH PAYMENTS:**  
CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.  
For other than CTX, the remit to information may be emailed to [Credit.Dept@Hawkinsinc.com](mailto:Credit.Dept@Hawkinsinc.com)

**CASH IN ADVANCE/EFT PAYMENTS:**  
Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR 5560-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

**Amelia Concourse  
COMMUNITY DEVELOPMENT DISTRICT**

**General Fund**



**Check Request**

Date	Amount	Authorized By
7.30.2024	\$250	Chip Dellinger

Payable to:

Joe Thrift

Date Check Needed:

Budget Category:

ASAP 001.300.36900.10100

Intended Use of Funds Requested:

Rental Deposit Refund
Mailing Address 95046 Periwinkle Place Fernandina Beach, FL 32034
(Attach supporting documentation for request.)



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

Invoice Number: 7417042  
Invoice Date: 07/25/2024  
Direct Inquiries To: Schuhle, Scott A  
Phone: (954)-938-2476

Amelia Concourse CDD  
ATTN District Manager  
475 West Town Place Suite 114  
World Golf Village  
St Augustine, FL 32092  
United States  
AMELIA CONOURSE COMMUNITY DEVELOPMENT DISTRICT CAPITAL IMPROVEMENT REVENUE  
BONDS,  
SERIES 2016 (PHASE II PROJECT)

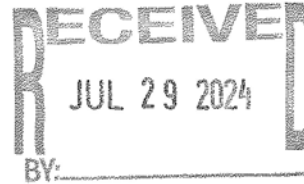
The following is a statement of transactions pertaining to your account. For further information, please review the attached.

STATEMENT SUMMARY

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

TOTAL AMOUNT DUE \$4,040.63

All invoices are due upon receipt.



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

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

Invoice Number:	7417042
Current Due:	\$4,040.63
Direct Inquiries To:	Schuhle, Scott A
Phone:	(954)-938-2476

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





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

Invoice Number: 7417042  
 Invoice Date: 07/25/2024

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

Direct Inquiries To: Schuhle, Scott A  
 Phone: (954)-938-2476

**CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP**

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	3,750.00	100.00%	\$3,750.00
<b>Subtotal Administration Fees - In Advance 07/01/2024 - 06/30/2025</b>				<b>\$3,750.00</b>
Incidental Expenses 07/01/2024 to 06/30/2025	3,750.00	0.0775		\$290.63
<b>Subtotal Incidental Expenses</b>				<b>\$290.63</b>
<b>TOTAL AMOUNT DUE</b>				<b>\$4,040.63</b>





# Berger, Toombs, Elam, Gaines & Frank

Certified Public Accountants PL

600 Citrus Avenue  
Suite 200  
Fort Pierce, Florida 34950

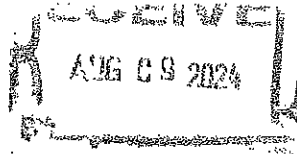
772/461-6120  
FAX: 772/468-9278

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

*Invoice No. 368292  
Date 08/04/2024  
Client No. 20166*

Services rendered in connection with the audit of the Basic Financial Statements  
as of and for the year ended September 30, 2023.

Total Invoice Amount \$ 4,460.00



You can pay online at: <https://treasurecoastcpas.com> or

### Scan to Pay

Berger, Toombs, Elam, Gaines, Frank,  
McGuire & Gonano CPAs PL

Invoice Payment



POWERED BY  
CPACHARGE

We accept major credit cards.  
A 3% fee will be applied.

Please enter client number on your check.

Finance charges are calculated on balances over 30 days old at an annual percentage rate of 18%.

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 309

Invoice Date: 8/1/24

Due Date: 8/1/24

Case:

P.O. Number:

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Management Fees - August 2024		4,173.75	4,173.75
Website Administration - August 2024		88.33	88.33
Information Technology - August 2024		176.67	176.67
Dissemination Agent Services - August 2024		927.50	927.50
Office Supplies		0.45	0.45
Postage		70.58	70.58
Copies		56.85	56.85
		<b>Total</b>	<b>\$5,494.13</b>
		<b>Payments/Credits</b>	<b>\$0.00</b>
		<b>Balance Due</b>	<b>\$5,494.13</b>

RECEIVED  
AUG 08 2024  
BY: \_\_\_\_\_

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

# Invoice

Invoice #: 310  
Invoice Date: 8/1/24  
Due Date: 8/1/24  
Case:  
P.O. Number:

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

Description	Hours/Qty	Rate	Amount
Contract Administration - August 2024		1,166.67	1,166.67
Facility Management- August 2024		1,166.67	1,166.67
Janitorial - August 2024		770.00	770.00
Pool Maintenance - August 2024		1,433.33	1,433.33

RECEIVED  
AUG 03 2024  
BY: \_\_\_\_\_

*Jerry Lambert*  
8-8-24

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

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 311

Invoice Date: 8/6/24

Due Date: 8/6/24

Case:

P.O. Number: C BUSS 2174

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Pool Repair - PH Stenner 120V 10GPD 25PSI .25" ADJ 1-Head Classic Pump - Splash Pad		973.19	973.19
Pool Repair - Install new 3' Flow Meter - Splash Pad		303.22	303.22
Pool Repair - PH Stenner 120V 10GPD 25PSI .25" ADJ 1-Head Classic Pump - Main Pool		973.19	973.19
Pool Repair - Install New 4" Flow Meter - Main Pool		289.52	289.52
Installation		275.00	275.00
		<b>Total</b>	<b>\$2,814.12</b>
		<b>Payments/Credits</b>	<b>\$0.00</b>
		<b>Balance Due</b>	<b>\$2,814.12</b>

**RECEIVED**  
AUG 06 2024  
BY: \_\_\_\_\_



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 312

**Invoice Date:** 8/6/24

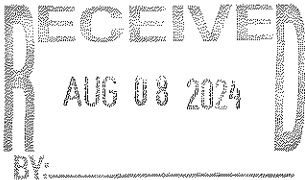
**Due Date:** 8/6/24

**Case:**

**P.O. Number:** C BUSS 2100

**Bill To:**

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

Description	Hours/Qty	Rate	Amount
Pool Chemicals - Tile Soap Replacement Pool Net Skimmer		146.63 38.48	146.63 38.48
			
<b>Total</b>			<b>\$185.11</b>
<b>Payments/Credits</b>			<b>\$0.00</b>
<b>Balance Due</b>			<b>\$185.11</b>

# Grau and Associates

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

Phone: 561-994-9299

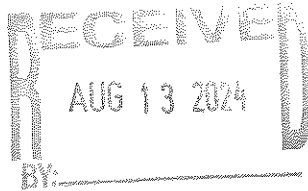
Fax: 561-994-5823

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

Invoice No. 26328  
Date 08/13/2024

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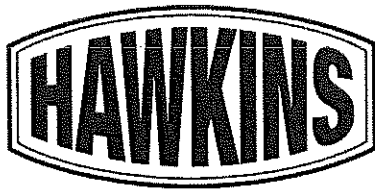
SERVICE	AMOUNT
<b>Project: Arbitrage - Series 2007 FYE 6/30/2024</b>	
<b>Arbitrage Services</b>	
Arbitrage	\$ <u>600.00</u>
	<b>Subtotal:</b> <u>600.00</u>
	Total 600.00
	Current Amount Due \$ <u>600.00</u>



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

Payment due upon receipt.

Original



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

# INVOICE

Total Invoice	<b>\$1,579.00</b>
Invoice Number	6833751
Invoice Date	8/12/24
Sales Order Number/Type	4597215 SL
Branch Plant	74
Shipment Number	5476073

Sold To: 498805  
**ACCOUNTS PAYABLE**  
**AMELIA CONCOURSE COMMUNITY**  
**DEVELOPMENT**  
 475 W Town Pl  
 SUITE 114  
 Saint Augustine FL 32092-3648

Ship To: 498806  
**AMELIA CONCOURSE COMMUNITY**  
**DEVELOPMENT**  
 85200 Amaryllis Ct  
 SUITE 114  
 Fernandina Beach FL 32034-9716

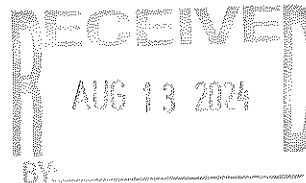
Net Due Date	Terms	FOB Description	Ship Via	Customer P.O.#	P.O. Release	Sales Agent #
9/11/24	Net 30	PPD Origin	HWTG			382

Line #	Item Number	Item Name/Description	Tax	Qty Shipped	Trans UOM	Unit Price	Price UOM	Weight Net/Gross	Extended Price
1.000	41930	Azone - EPA Reg. No. 7870-1	N	460.0000	GA	\$2.9500	GA	4,448.2 LB	\$1,357.00
		1 LB BLK (Mini-Bulk)		460.0000	GA			4,448.2 GW	
1.010	Fuel Surcharge	Freight	N	1.0000	EA	\$12.0000			\$12.00
2.000	42756	Filter Media	N	6.0000	BG	\$35.0000	BG	72.0 LB	\$210.00
		12 LB BG 1.6 cft Cela/Perlite		6.0000	BG			78.0 GW	

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

Please contact our Accounts Receivable Department via email at [Credit.Dept@Hawkinsinc.com](mailto:Credit.Dept@Hawkinsinc.com) or call 612-331-6910 to get it setup on your account.



Page 1 of 1

Tax Rate	Sales Tax
0 %	\$0.00

**Invoice Total \$1,579.00**

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

**CHECK REMITTANCE:**  
 Hawkins, Inc.  
 P.O. Box 860263  
 Minneapolis, MN 55486-0263

**WIRING CONTACT INFORMATION:**  
 Email: [Credit.Dept@Hawkinsinc.com](mailto:Credit.Dept@Hawkinsinc.com)

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

**FINANCIAL INSTITUTION:**  
 US Bank  
 800 Nicollet Mall  
 Minneapolis, MN 55402

Account Name: Hawkins, Inc.  
 Account #: 180120759469  
 ABA/Routing #: 091000022  
 Swift Code#: USBKUS44HMT  
 Type of Account: Corporate Checking

**ACH PAYMENTS:**  
 CTX (Corporate Trade Exchange) is our preferred method. Please remember to include in the addendum the document numbers pertaining to the payment.  
 For other than CTX, the remit to information may be emailed to [Credit.Dept@Hawkinsinc.com](mailto:Credit.Dept@Hawkinsinc.com)

**CASH IN ADVANCE/EFT PAYMENTS:**  
 Please list the Hawkins, Inc. sales order number or your purchase order number if the invoice has not been processed yet.

This contractor and subcontractor shall abide by the requirements of 41 CFR §560-1.4(e), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.



Tallahassee, FL 32308  
2498 Centerville Rd.

**Invoice**

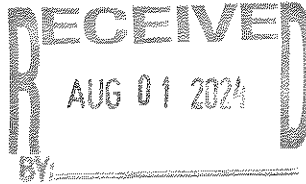
**Invoice #:** 409291  
**Invoice Date:** 08/01/2024  
**Completed:** 08/01/2024  
**Terms:** Due on Aging Date  
**Bid#:**

**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
1-14212-ACC-1 - Access Control System - Amelia Concourse CDD - 85200 Amaryllis Court, Fernandina Beach, FL	1.00	\$20.00	20.00
Alarm.com Cloud Access Control	1.00	\$40.00	40.00
ADC-Access-Door-Addon	1.00	\$50.00	50.00
Service Plan			0.00
Sales Tax			0.00



Tech Resolution Note:

Thank you for choosing Hi-Tech!

<p>To review or pay your account online, please visit our online bill payment portal at <a href="#">Hi-Tech Customer Portal</a>. You will need your customer number and billing zip code to create a new login.</p> <p><b>Support@hitechflorida.com</b> <b>Office: 850-385-7649</b></p>	<b>Total</b>	\$110.00
	<b>Payments</b>	\$0.00
	<b>Balance Due</b>	\$110.00

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

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

## INVOICE

August 15, 2024

Date

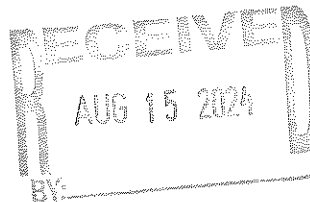
Attn: Courtney Hogge  
GMS, LLC  
475 West Town Place, Ste 114  
Saint Augustine FL 32092

Serial # <u>24-00140N</u>	PO/File # _____	<u>\$89.00</u>
Notice of Meetings		<b>Payment Due</b>
_____		<u>\$89.00</u>
Amelia Concourse Community Development District		<b>Publication Fee</b>
_____		<b>Amount Paid</b>
Case Number _____		
Publication Dates <u>8/15</u>		
County <u>Nassau</u>		

**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 # 24-00140N on your check or remittance advice.

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



**Your notice was published on both [jaxdailyrecord.com](http://jaxdailyrecord.com) and [floridapublicnotices.com](http://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 2025 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 19, 2024

January 21, 2025

March 18, 2025

April 15, 2025 (Budget

Workshop Only)

May 20, 2025

July 22, 2025 (\*Fourth Tuesday)

September 16, 2025

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.

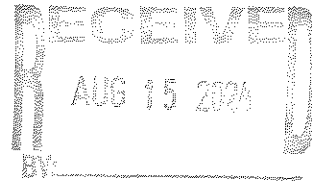
A person who decides to appeal any decision made at the meetings with respect to any matter considered at the meetings is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony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

Daniel Laughlin  
District Manager

Aug. 15 00 (24-00140N)

**Amelia Concourse  
COMMUNITY DEVELOPMENT DISTRICT**

**General Fund**



**Check Request**

Date	Amount	Authorized By
8.15.2024	\$250	Chip Dellinger

Payable to:

Joe Thrift
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Date Check Needed:

Budget Category:

ASAP	001.300.36900.10100
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Intended Use of Funds Requested:

Rental Deposit Refund
Mailing Address 95046 Periwinkle Place Fernandina Beach, FL 32034
<i>(Attach supporting documentation for request.)</i>



Fernandina Office 904-225-9425  
 PO Box 1330  
 Yulee, FL 32041-1330  
[www.naderspestraiders.com](http://www.naderspestraiders.com)

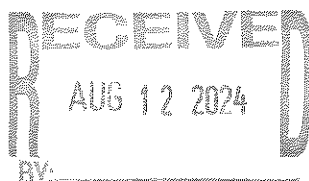
**IS YOUR HOME PROTECTED FROM TERMITES?**

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

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

**Customer Number: 1328696    Statement Date: 08/07/24    Payment Due Upon Receipt**

Date	Invoice #	Description	Amount	Tax	Balance
Service Address: 85200 Amaryllis Ct, Fernandina Beach, FL 32034-9716					
08/01/24	57771472	Fire Ant Service	\$81.00	\$0.00	\$81.00



**Current: \$81.00                      Past Due: \$0.00                      Total Amount Due: \$81.00**

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

GA22348F



PO Box 1330 • Yulee, FL 32041-1330

You can pay your bill online at [www.naderspestraiders.com](http://www.naderspestraiders.com)

\*\*\*\*\*AUTO\*\*MIXED AADC 270

AMELIA CONCOURSE AMENITIES CENTER 9  
 TONY SHIVER 1783  
 393 PALM COAST PKWY SW UNIT 4  
 PALM COAST FL 32137-4774



Please check Invoice(s) paid below.			
Invoice #	Amount	Invoice #	Amount
<input type="checkbox"/> 57771472	\$81.00	<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: 08/07/24  
 Customer Number: 1328696

Balance Forward: \$0.00                      Amount Due: \$81.00  
 Amount: \_\_\_\_\_                      Check # \_\_\_\_\_





**Yuro**  
&  
Associates, LLC

Civil Engineering  
Land Surveying & Mapping  
Permitting  
ADA Consulting

# Invoice

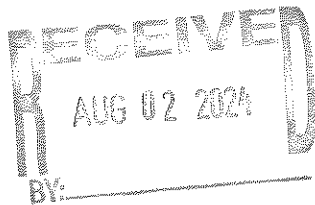
Date	Invoice #
8/2/24	3590

<b>Bill To</b>
Governmental Management Services Daniel Laughlin Amelia Concourse CDD - District Manager 475 West Town Place, Suite 114 St. Augustine, FL 32092

P.O. No

Yuro & Asssoc. - Job No.
Y20-910

Item	Date	Description	Hours	Rate	Amount
		AMELIA CONCOURSE CDD - JULY ENGINEERING EFFORTS			
CDD Amelia ...	7/9/24	agenda call	0.5	145.00	72.50
CDD Amelia ...	7/24/24	CDD Meeting	2.5	145.00	362.50



<b>Total</b>	<b>\$435.00</b>
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