

MINUTES OF MEETING  
AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT

A regular meeting of the Board of Supervisors of the Amelia Concourse Community Development District was held Tuesday, March 17, 2026, at 11:00 a.m. at the Amelia Concourse Amenity Center, 85200 Amaryllis Court, Fernandina Beach, Florida 32034.

Present and constituting a quorum were:

Harvey Greenberg	Chairman
Kimberley Chamerda	Supervisor
William Busby	Supervisor
Khristen Snow	Supervisor

Also present were:

Daniel Laughlin	District Manager
Lauren Gentry	District Counsel
Mary Grace Henley	District Counsel
Mike Yuro <i>by phone</i>	District Engineer
Kelly Mullins	Operations Manager
Jim Lynch	The Greenery

The following is a summary of the discussions and actions taken at the March 17, 2026 meeting.

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Public Comment**

There being none, the next item followed.

**THIRD ORDER OF BUSINESS**

**Staff Reports (1)**

**A. District Engineer – Update on Dream Finder’s Request Relating to the Swales Behind Orchid Blossom Trail**

Mr. Yuro stated that he was contacted by the water management district asking for Dream Finder’s information. There was no further update from Dream Finders. Next, Mr. Yuro reported that two proposals were received for the wetland project, totaling \$178,000 and \$213,000. He asked the contractors if they could start with installing the closest inlet and tie it

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into the pond to see if it provides any relief. If there is no relief, it could be expanded. With that reduction in scope, the pricing came in at \$79,000 and \$143,000. The proposals will be included in the agenda for the next meeting for the Board’s consideration.

Mr. Greenberg asked Mr. Yuro to determine how many people the project will affect.

**B. Landscape Maintenance**

Mr. Lynch reported that The Greenery would be starting back to the regular seasonal mowing schedule.

**FOURTH ORDER OF BUSINESS**

**Approval of Minutes of the January 20, 2026 Board of Supervisors and Audit Committee Meetings**

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor, the January 20, 2026 Board of Supervisors and Audit Committee meeting minutes were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Update on Amenity Center Renovations**

Mr. Laughlin stated that he spoke to Urban Edge regarding the working group’s recommendations and the need to remove the splash pool. There are two options, paving over the pool for a total of \$16,162, or installing artificial turf over the pool to give a play area for a total of \$24,150. It was noted the turf would require adding sand once or twice a year. Urban Edge is awaiting a quote for adding a shade structure in the area.

Mr. Greenberg suggested reaching out to The Greenery and a resident professional to see if their cost would be lower.

**SIXTH ORDER OF BUSINESS**

**Acceptance of the Audit Committee’s Recommendation**

The audit committee ranked Grau & Associates #1 and McIntosh CPA #2.

On MOTION by Ms. Snow seconded by Mr. Busby with all in favor, accepting the audit committee’s recommended rankings was approved.

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**SEVENTH ORDER OF BUSINESS**

**Consideration of Resolution 2026-04,  
Instructing the Supervisor of Elections to  
Conduct the District’s 2026 General Election**

Mr. Laughlin stated that three seats are up for election in November of 2026, Seat 2, currently held by Mr. Greenberg, Seat 3, currently held by Mr. Busby, and Seat 5, currently held by Ms. Chamerda. The qualifying period for anyone interested in applying is June 8<sup>th</sup> through June 12<sup>th</sup>.

On MOTION by Ms. Chamerda seconded by Ms. Snow with all in favor, Resolution 2026-04, instructing the Supervisor of Elections to conduct the District’s 2026 general election.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports (2)**

**A. District Counsel**

Ms. Gentry reported that the payment for the AT&T easement has been received. Next, she reported that the legislative session has ended and there were a few bills that have moved on to the Governor’s desk that would affect special districts. The first would establish a CDD board member removal process if certain parameters are met. The second would increase sovereign immunity limits moderately. The third bill that passed was regarding e-bike use, however it was much more limited than most were hoping for. Lastly, a bill passed that would require special districts accept electronic payments for certain items.

**B. District Manager**

Mr. Laughlin reported that there is \$975,000 outstanding for the Series 2007 bonds, \$1.7 million for the Series 2016 bonds and \$2.285 million for the Series 2019A bonds.

**C. Field Operations Manager**

**1. Report**

A copy of the operations report was included in the agenda package for the Board’s review.

Ms. Chamerda asked about repairing the rusted spots on the splash pad.

Mr. Laughlin responded that it is an expensive project, but it could be included in the upcoming budget.

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**2. Proposal for Pressure Washing Entry Monuments**

Ms. Mullis presented a proposal from Riverside Management Services totaling \$850 to pressure wash the entry monuments.

Ms. Snow stated that some of the caps on the fencing are damaged and need to be repaired. The Board requested quotes to repair the caps.

On MOTION by Ms. Chamerda seconded by Ms. Snow with all in favor, the proposal from Riverside Management Services totaling \$850 was approved.

Next, Ms. Mullins reported that she is working on getting the permit to add carp to the ponds to keep the algae at bay.

Mr. Greenberg stated that he observed people fishing in the ponds and keeping the fish.

Ms. Gentry suggested installing signs that state the ponds are treated with chemicals.

On MOTION by Ms. Chamerda seconded by Ms. Snow with all in favor, purchasing a sign regarding not keeping the fish in the ponds was approved with Supervisor Chamerda to provide final approval.

**NINTH ORDER OF BUSINESS**

**Financial Reports**

**A. Financial Statements as of January 31, 2026**

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

**B. Approval of Check Register**

A copy of the check register totaling \$40,367.77 was included in the agenda package.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor the Check Register was approved.

**TENTH ORDER OF BUSINESS**

**Supervisors' Requests and Audience Comments**

Mr. Greenberg stated that there are still issues with young children driving golf carts driving too fast.

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Mr. Laughlin stated that the District is limited on its authority regarding the use of the roadways, but staff could send an e-blast asking parents to talk to their children.

Mr. Greenberg asked Ms. Gentry to draft some language that advises on the laws of golf cart use, and also asked staff to contact the county and/or Sheriff’s office to see what they can do.

Duane Rust stated that he has seen the Sheriff’s officers doing patrols for golf carts.

**ELEVENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – Budget Workshop on April 21, 2026 and Regular Board Meeting on May 19, 2026 at 11:00 a.m. at the Amelia Concourse Amenity Center**

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

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

Signed by:  
*Daniel Laughlin*  
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Secretary / Assistant Secretary

Signed by:  
*Harvey Greenberg*  
0A79A816FDE84EA...  
Chairman / Vice Chairman