

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, May 19, 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
Bill Toohey	Vice Chairman
Kimberley Chamerda	Supervisor
William Busby	Supervisor
Khristen Snow	Supervisor

Also present were:

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

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

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Mr. Yuro stated that Dream Finders has asked him to proceed with the swale design and getting it submitted to the water management district. Amelia Walk would have to grant Dream Finders an easement to do the work.

Mr. Greenberg asked Mr. Yuro to forward the proposal from The Greenery to clear the underbrush to Dream Finders.

B. Landscape Maintenance

1. Report

Mr. Lynch reported there are currently watering restrictions in place due to a drought.

2. Proposal to Clear Underbrush

This proposal totaling \$3,780 will be sent to Dream Finders.

FOURTH ORDER OF BUSINESS

Approval of Minutes

A. March 17, 2026 Board of Supervisors Meeting

On MOTION by Ms. Chamerda seconded by Ms. Snow with all in favor, the March 17, 2026 Board of Supervisors meeting minutes were approved as presented.

B. March 17, 2026 Audit Committee Meeting

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor, the March 17, 2026 Audit Committee meeting minutes were approved as presented.

C. April 21, 2026 Budget Workshop

On MOTION by Mr. Busby seconded by Ms. Chamerda with all in favor, the April 21, 2026 workshop minutes were approved as presented.

FIFTH ORDER OF BUSINESS

Update on Amenity Center Renovations

A proposal from The Greenery to cover the current wading pool in pavers totaling \$9,720 was presented to the Board. Mr. Laughlin stated that Urban Edge has not yet provided quotes for

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a shade structure, so staff will begin seeking proposals themselves. It was noted the shade structure would need to be installed prior to the pavers as it requires a footer.

SIXTH ORDER OF BUSINESS**Consideration of Amenity Center Proposals****A. Roof**

Mr. Greenberg presented two proposals for replacing the roof on the amenity center, totaling \$26,500 and \$25,995. It was noted Le Pierre provides a 50-year warranty included in the price, while All Weather provides a 20-year warranty at an additional cost. He recommended proceeding with Le Pierre.

On MOTION by Mr. Busby seconded by Ms. Chamerda with four in favor and Mr. Toohey opposed, approving the proposal from Le Pierre Roofing totaling \$26,500 was approved subject to the work beginning after the busy season.

B. Pressure Washing

Ms. Mullins presented a proposal from RMS totaling \$3,500 to pressure wash all sidewalks, curbing, the pillars and pavers around the amenity center.

Ms. Snow suggested doing the pressure washing on a Monday while the facility is closed.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor, the proposal from RMS totaling \$3,500 was approved subject to water restrictions ending.

SEVENTH ORDER OF BUSINESS**Ratification of Engagement Letter with Grau & Associates for the Fiscal Year 2026 Audit**

Mr. Laughlin reminded the Board Grau & Associates was the firm selected during the request for proposals process. The engagement letter authorizes Grau & Associates to perform the fiscal year 2026 audit.

On MOTION by Ms. Chamerda seconded by Ms. Snow with all in favor, the engagement letter with Grau & Associates for the fiscal year 2026 audit was ratified.

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EIGHTH ORDER OF BUSINESS

Consideration of GMS Proposed Fees for Fiscal Year 2027

Mr. Laughlin presented the proposal, noting the fees are included in the proposed budget and there is no increase in assessments.

On MOTION by Ms. Snow seconded by Mr. Busby with all in favor, GMS's fees for fiscal year 2027 were approved.

NINTH ORDER OF BUSINESS

Consideration of Resolution 2026-05, Approving the Proposed Budget for Fiscal Year 2027 and Setting a Public Hearing Date

Mr. Laughlin presented the proposed budget. All changes discussed at the workshop were incorporated and there is no increase in assessments being proposed.

On MOTION by Mr. Toohey seconded by Mr. Busby with all in favor, Resolution 2026-05, approving the proposed budget for fiscal year 2027 and setting a public hearing date for July 21, 2026 at 11:00 a.m. was approved.

TENTH ORDER OF BUSINESS

Discussion of Fishing in District Ponds

Mr. Laughlin stated that residents have reported people trespassing on their property to fish and trash being left around the pond banks.

Residents expressed concerns with storm grates being pulled up, fighting occurring, homeowner's dogs being fed by trespassers, etc.

Mr. Greenberg suggested establishing a working group to come up with solutions and volunteered to take charge of the group.

Ms. Gentry stated that there are enforcement challenges with the limitations in the CDD's jurisdiction and the information available. If the people causing the issues are residents and someone can report them to staff, their amenity privileges can be suspended. The District does not have any authority over private property, so homeowners need to call the police if someone is trespassing on their property.

Mr. Greenberg asked Ms. Mullins and Ms. Gentry to work on an e-blast to go out to homeowners recommending the Sheriff's Office be contacted if someone is trespassing on their property as the CDD cannot enforce that.

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The Board's consensus was to form a working group to come up with solutions for the fishing issues with the working group to report back to the Board at a future meeting. Mr. Laughlin will work with the Sheriff's Office to ensure they will respond to trespassing complaints.

ELEVENTH ORDER OF BUSINESS Staff Reports (2)

A. District Counsel

Ms. Gentry reminded the board members to file their Form 1 by July 1st and to complete four hours of ethics training by the end of the year. Lastly, Ms. Gentry stated that the qualifying period for the upcoming general election is June 8th through June 12th.

B. District Manager

1. Report on the Number of Registered Voters (927)

Mr. Laughlin informed the Board there are 927 registered voters reported to be residing within the Districts boundaries.

2. Reminder of the Upcoming General Election

This item was covered under District Counsel's report.

Next, Mr. Laughlin stated that there is a utility box just outside of Daisy Lane between the sidewalk and fence on District property that Comcast would like to access. He will get more information on the request and if any compensation will be provided for access and bring the information back to the Board at the next meeting.

C. Field Operations Manager – Report

A copy of the operations report was included in the agenda package for the Board's review. Ms. Mullins informed the Board that the permit for grass carp was approved, however the cutoff date was missed and the carp cannot be purchased until October.

TWELFTH ORDER OF BUSINESS Financial Reports

A. Financial Statements as of April 30, 2026

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

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B. Approval of Check Register

A copy of the check register totaling \$65,578.10 was included in the agenda package.

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

THIRTEENTH ORDER OF BUSINESS Supervisors' Requests and Audience Comments

Duane Rust commented that he is in favor of grass carp. Next, Mr. Rust recommended getting the roof replaced prior to hurricane season. The Board agreed that replacing the roof sooner would be preferable if it could be completed in two days and could be coordinated with other work to be performed.

On MOTION by Ms. Chamerda seconded by Mr. Busby with all in favor authorizing the Chairman to give permission to commence the roof replacement work sooner was approved.

A resident commented on the Dream Finders work needing to be completed as it has been five years. Next, he commented that there are five or six pine trees on the south side of the pond that appear to be dying.

Bob Zingle asked where the access easement is for the pond off Periwinkle.

Mr. Laughlin responded that he would have to confirm.

Bob Zingle stated that the landscapers are using his yard for access.

Mr. Laughlin stated that staff would speak with the landscapers.

FOURTEENTH ORDER OF BUSINESS Next Scheduled Meeting – July 21, 2026 at 11:00 a.m. at the Amelia Concourse Amenity Center

FIFTEENTH ORDER OF BUSINESS Adjournment

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

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Signed by:

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Secretary / Assistant Secretary

Signed by:

DA79A816FDE84EA...
Chairman / Vice Chairman