

MINUTES OF MEETING
AMELIA CONCOURSE COMMUNITY DEVELOPMENT DISTRICT

A regular meeting of the Board of Supervisors of the Amelia Concourse Community Development District was held Tuesday, July 21, 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	District Counsel
Mike Yuro	District Engineer
Kelly Mullins	Operations Manager
Mark Smolarsky	The Greenery
Terry Glynn	GMS

The following is a summary of the discussions and actions taken at the July 21, 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 informed the Board that he received no response from Dream Finders on the request for them to fund the clearing of underbrush. Dream Finders was also given Amelia

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Walk's terms in order for them to grant an easement, to which Dream Finders directed work to be stopped on the project. He expects the water management district to get involved at some point.

B. Landscape Maintenance

Mr. Laughlin informed the Board that a resident has reported there is a tree at the border of the preserve that is growing over the resident's property. The water management district has given approval to remove the tree given that it is invasive. The Greenery has provided a proposal to remove the tree totaling \$1,336. Mr. Smolarsky opined that the tree is healthy and not in danger of falling.

The Board's consensus was to leave the tree in place as it is healthy and is not endangering any property at this time.

Mr. Busby stated that the pond banks off Snapdragon have not been mowed since June.

Mr. Smolarsky responded that he would look into why they were missed and get crews out to mow them.

FOURTH ORDER OF BUSINESS

Approval of Minutes of the May 19, 2026 Meeting

On MOTION by Mr. Toohey seconded by Ms. Chamerda with all in favor, the May 19, 2026 meeting minutes were approved as presented.

FIFTH ORDER OF BUSINESS

Update on Amenity Center Renovations

There were no new updates. It was noted more discussion would be needed at the September meeting to begin the project after the busy season.

SIXTH ORDER OF BUSINESS

Acceptance of the Fiscal Year 2025 Audit Report

Mr. Laughlin presented the fiscal year 2025 audit report, noting there were no deficiencies or negative findings to report.

On MOTION by Mr. Toohey seconded by Ms. Snow with all in favor the fiscal year 2025 audit report was accepted.

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SEVENTH ORDER OF BUSINESS**Public Hearings for the Purpose of Adopting the Budget and Imposing Special Assessments for Fiscal Year 2027**

Mr. Laughlin presented the budget, noting there is no increase in assessments being proposed.

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

Ann Bachand thanked the Board for not raising assessments.

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

A. Consideration of Resolution 2026-06, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2027

Mr. Toohey stated that while it was balanced out by using surplus funds to avoid an increase in assessments, the expenditures did increase overall, therefore an increase will be likely next year so the board will have to discuss that in depth at the next budget workshop.

On MOTION by Mr. Toohey seconded by Ms. Snow with all in favor, resolution 2026-06, relating to annual appropriations and adopting the budget for fiscal year 2027 was approved

B. Consideration of Resolution 2026-07, Imposing Special Assessments and Certifying an Assessment Roll

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

Mr. Laughlin stated that the assessment roll will be sent to the property tax collector in order for the assessments to be collected via the property tax bills.

There were no comments from members of the public.

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

On MOTION by Ms. Chamerda seconded by Ms. Snow with all in favor, Resolution 2026-07, imposing special assessments and certifying an assessment roll was approved.

EIGHTH ORDER OF BUSINESS

Discussion of Fishing in District Ponds

Mr. Laughlin stated that he, Ms. Mullins and Mr. Greenberg met with some residents that live on the ponds and discussed fishing and what could be done. The main question would be whether to allow, or not allow fishing in the ponds. Additionally, Mr. Laughlin is trying to get a memorandum of understanding in place with the Sheriff's Office to direct them to trespass anyone using the pond banks.

Mr. Greenberg stated that there have been issues with children riding e-bikes around the perimeter of the ponds. He asked that another e-blast be sent to the residents that reiterates that riding anything around the perimeter of the ponds is prohibited and may result in the Sheriff's Office being called. Other than that, he believes most of the issues with the ponds have been reduced. Next, he informed the Board that he has asked Ms. Mullins to get a proposal to install a fence around the outfall structure and to install a 'No Trespassing' sign to keep kids from climbing on the grates.

Ms. Chamerda asked to hear from the residents in attendance.

David Jensen stated that a big attraction to moving to the community was the ability to fish on the ponds. He teaches his children how to properly fish and does not mind people fishing on the pond behind his property.

Andy Sweatt stated that there has been a significant improvement in the issues since the recent e-blasts were sent to the community, however there are some outliers.

Ms. Mullins went over the proposals for fencing in the outfall structure ranging from \$1,475 to \$1,900.

On MOTION by Mr. Toohey seconded by Mr. Busby with all in favor, the proposal from Gaines Fence totaling \$1,475 was approved.

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Mr. Greenberg asked the Board if they were okay with an experienced homeowner providing a free class to the community on the responsible way to fish in the ponds.

Mr. Busby stated that he was opposed to encouraging fishing.

On MOTION by Ms. Chamerda seconded by Ms. Snow with four in favor and Mr. Busby opposed, holding a fishing class at the amenity center with the rental fee to be waived was approved.

Next, the board discussed the proposals for the fence repair along Amelia Concourse totaling \$225 and \$510.

On MOTION by Ms. Chamerda seconded by Mr. Toohey with all in favor, the proposal to repair the fence panels from Gaines Fence totaling \$225 was approved.

NINTH ORDER OF BUSINESS

Staff Reports (2)

A. District Counsel

Ms. Gentry informed the Board that the e-bike bill and sovereign immunity limit increase bill were vetoed by the Governor. Her firm will provide more information on the bills that passed and guidance on accepting electronic payments. Next, Ms. Gentry reminded the board members to complete four hours of ethics training. Lastly, Ms. Gentry reported that Dream Finders has asked about the money sitting in the acquisition account for the Phase 3 bonds and if they can be reimbursed. They have been advised that they need to submit valid invoices and to confirm the expenses were in accordance with the engineer's report. They were also advised of the maintenance and structural concerns the Board has in Phase 3. She will report back when there is any movement.

B. District Manager – Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2027

Mr. Laughlin presented the proposed meeting schedule for fiscal year 2027 with meetings to take place on the third Tuesday of every other month at 11:00 a.m. at the amenity center.

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On MOTION by Ms. Chamerda seconded by Ms. Snow with all in favor, the fiscal year 2027 meeting schedule was approved as presented.

C. Field Operations Manager

1. 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 roof was approved. The Board asked to move the project to right after school starts since the amenity center will have to be closed during the construction.

2. Proposals

- a. Windflower Trail Drainage Easement Fence**
- b. Amelia Concourse Fence Repair**

The proposals were discussed under agenda item VIII.

TENTH ORDER OF BUSINESS

Financial Reports

A. Financial Statements as of May 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 \$52,763.70 was included in the agenda package.

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

ELEVENTH ORDER OF BUSINESS

Supervisors' Requests and Audience Comments

Ms. Chamerda asked for some coquina shells to be added to the golf cart parking area.

Emma Jensen expressed concern about the state of the splash pad with chipping paint, rust and missing screws.

Mr. Laughlin stated that the Board has discussed whether to refurbish or replace the splash pad equipment.

Emma Jensen also stated that the playground could use a shade structure and mulch.

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TWELFTH ORDER OF BUSINESS

Next Scheduled Meeting – September 15, 2026 at 11:00 a.m. at the Amelia Concourse Amenity Center

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Chamerda 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

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Chairman / Vice Chairman