

# Amelia National Community Development District

12051 Corporate Boulevard, Orlando, FL 32817, PHONE 407-723-5900, FAX 407-723-5901

[www.amelianationalcdd.com](http://www.amelianationalcdd.com)

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The meeting of the Board of Supervisors of Amelia National Community Development District will be held **Thursday, May 14, 2020 at 11:30 a.m. via conference call due to the COVID-19 Executive Orders 20-114. Attached to this Agenda is a copy of the Executive Order 20-112.** The following is the proposed agenda for this meeting.

**Call in number: 1-844-621-3956 (New)**

**Passcode: 790 562 990 # (New)**

## **BOARD OF SUPERVISORS' MEETING AGENDA**

### **Organizational Matters**

- Call to Order
  - Roll Call
  - Public Comment Period[*for any members of the public desiring to speak on any proposition before the Board*]
1. Discussion regarding Executive Orders 20-114

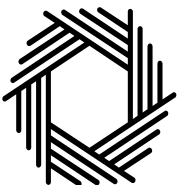
### **General Business Matters**

2. Consideration of Minutes of the April 9, 2020 Special Board of Supervisors' Meeting
3. Update of Bond Restructuring Options
4. Review & Acceptance of the Arbitrage Rebate Calculation Report Series 2006A
5. Letter from the Supervisor of Elections - Nassau County
6. Discussion & Consideration of Leland Management, Notice of Fee
7. Ratification/Consideration of Payment Authorization 2019- 19 & 2019- 36, 2020-50- 2020-58
8. Review of District Financial Statements

### **Other Business**

- Staff Reports
  - District Counsel
  - District Engineer
  - District Manager
- Audience Comments
- Supervisors Requests

### **Adjournment**



**pfm**

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

Discussion regarding Executive Orders 20-114

# STATE OF FLORIDA

## OFFICE OF THE GOVERNOR

### EXECUTIVE ORDER NUMBER 20-114

(Emergency Management – Extension of Executive Order 20-52 – COVID-19)

**WHEREAS**, on March 1, 2020, I issued Executive Order 20-51, directing the Florida Department of Health to issue a Public Health Emergency due to COVID-19; and

**WHEREAS**, on March 9, 2020, I issued Executive Order 20-52, declaring a state of emergency for the entire state due to COVID-19; and

**WHEREAS**, on March 25, 2020, President Donald J. Trump approved my request and declared a Major Disaster due to COVID-19 in Florida; and

**WHEREAS**, on April 29, 2020, after consulting with my Task Force to Re-Open Florida, I issued Executive Order 20-112, my “Phase 1: Safe. Smart. Step-by-Step. Plan for Florida’s Recovery”; and

**WHEREAS**, I, as Governor of Florida, am committed to providing all available resources and assisting all Floridians and our local communities with their efforts; and

**WHEREAS**, no state of emergency declared pursuant to the Florida Emergency Management Act may continue for more than 60 days unless renewed by the Governor; and

**WHEREAS**, the impact of COVID-19 poses a continuing threat to the health, safety and welfare of the State of Florida and its residents.

**NOW, THEREFORE, I, RON DESANTIS**, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section 1(a) of the Florida Constitution and by the Florida Emergency Management Act, as amended, and all other applicable laws, promulgate the following Executive Order, to take immediate effect:

Section 1. The state of emergency declared in Executive Order 20-52, will be extended for 60 days following the issuance of this order for the entire State of Florida.

Section 2. To the extent Executive Order 20-112, Phase 1: Safe. Smart. Step-by-Step. Plan for Florida's Recovery, amended or extended any executive order related to COVID-19, the referenced executive orders shall remain in effect, as modified.

Section 3. All actions taken by the Director of the Division of Emergency Management as the State Coordinating Officer with respect to this emergency before the issuance of this Executive Order are ratified, and he is directed to continue to execute the State's Comprehensive Emergency Management Plan and other response, recovery, and mitigation plans necessary to cope with the emergency.

Section 4. Except as amended herein, Executive Order 20-52 is ratified and reaffirmed.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed, at Tallahassee, this 8th day of May, 2020.

*[Handwritten Signature]*  
RON DESAUNTS, GOVERNOR

ATTEST:

*[Handwritten Signature]*  
SECRETARY OF STATE

DEPARTMENT OF STATE  
TALLAHASSEE, FLORIDA

2020 MAY - 8 AM 8:56

FILED

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

Consideration of Minutes of the April 9, 2020  
Special Board of Supervisors' Meeting

**MINUTES OF MEETING**

**AMELIA NATIONAL COMMUNITY DEVELOPMENT DISTRICT  
BOARD OF SUPERVISORS SPECIAL MEETING MINUTES**

**Thursday, April 9, 2020**

**10:30 AM**

**Via conference call due to the COVID-19 Executive Order 20-69.**

Board Members present via phone:

John Calkins	Chairperson	(via phone)
Stephen Kearney	Vice Chairperson	(via phone)
Anna Jowers	Assistant Secretary	(via phone)
Kelly McCarrick	Assistant Secretary	(via phone)

Also present via phone:

Vivian Carvalho	District Manager- PFM Group Consulting, LLC	(via phone)
Venessa Ripoll	Assistant DM- PFM Group Consulting, LLC	(via phone)
Jennifer Glasgow	PFM Group Consulting, LLC	(via phone)
Kimberly Riffle	PFM Group Consulting, LLC	(via phone)
Kevin Plenzler	PFM Financial Advisors, LLC	(via phone)
Katie Buchanan	District Counsel- Hopping Green & Sams	(via phone)
Mike Veazey	ICI Homes	(joined meeting via phone @ 10:45 a.m.)
Cheryl Graham	Leland Management, Inc.	(via phone)

**FIRST ORDER OF BUSINESS**

**Organizational Matters**

**Call to Order and Roll Call**

Ms. Carvalho called to order at 10:33 a.m. the Amelia National CDD Board of Supervisors' meeting in which roll call was initiated. Those in attendance are listed above.

**Public Comment Period**

There were no public comments at this time.

**Discussion Regarding Executive Orders 20-52 and 20-69**

A discussion took place regarding Executive Orders 20-52 and 20-69. District staff will provide a resolution once the Board reconvenes in person in order to ratify all the actions taken during the telephonic meeting.

## **SECOND ORDER OF BUSINESS**

### **General Business Matters**

#### **Consideration of the Minutes of the March 5, 2020 Special Board of Supervisors Meeting**

The Board reviewed the Minutes from the March 5, 2020 Special Board of Supervisors Meeting.

On MOTION by Ms. Jowers, seconded by Mr. Kearney, with all in favor, the Board approved the Minutes from the March 5, 2020 Special Board of Supervisors Meeting, as presented.

### **Update of Bond Restructuring Options**

Mr. Plenzler provided an overview of the market and the bank loan with Ameris Bank. Ms. Jowers asked if the District requested Ameris Bank to look at the 2006 Bonds. Mr. Plenzler responded that Ameris Bank was not asked to look at the 2006 Bonds and the deal only included the 2004 Bonds given the nature of the credit.

Mr. Veazey joined the meeting in progress via phone at 10:45 a.m. He mentioned the interest rate is 4.5% on the bank loan.

Ms. McCarrick provided an overview of the market and institutional lenders pausing the deal.

Ms. Buchanan provided an update of the timeframe if the District waits to proceed with the proposal. A lengthy discussion took place. The Board does not want to approve the Bond restructuring until the interest rates are lower. Ms. Carvalho noted there is a meeting the second week of May and today's meeting was a Special Meeting.

The Board discussed the interest rates and what they would be interested in. Ms. McCarrick is comfortable with a 4% interest rate or less. Ms. Jowers is also comfortable with an interest rate of 4% or less. Mr. Calkins is comfortable with proceeding at 3.5% or less and Mr. Kearney is comfortable proceeding at 3.9% or less. Ms. Buchanan explained the options to the Board. If Board wants to continue the meeting, then she and Mr. Plenzler can formalize the process better and bring it back for review. The Board discussed a motion.

On MOTION by Ms. Jowers, seconded by Mr. Kearney, with all in favor, the Board Declined the Bank Loan offer at the interest rate of 4.5%.

**Review of Nassau County  
Supervisor of Elections, 2020  
Candidate Information Sheet**

Ms. Carvalho explained the Candidate information sheet. No action was required by the Board.

**Consideration of Resolution 2020-05, Designating Board Member Seats for the Upcoming General Election**

Ms. Carvalho explained that Seat 1 held by Ms. McCarrick, Seat 3 held by Ms. Jowers and Seat 4 which is held by Ms. Dubberly will be part of the General Election.

Ms. Carvalho explained that the Resolution is to proceed with informing the Supervisor of Elections of the Seats that will need to be included on the Ballot. The District Manager's will advertise the qualifying period which is typically the first two weeks of June. Anyone interested in running will have to contact Nassau County to provide their application, their interest, and explain which seat they are running for.

On MOTION by Mr. Calkins, seconded by Mr. Jowers, with all in favor, the Board approved Resolution 2020-05, Designating Board Member Seats for the Upcoming General Election.

**Review of Revised Rules of  
Procedure Per Statute Changes**

Ms. Buchanan explained the changes to the Rules of Procedure. She will circulate an updated redlined copy and memo with the detail changes. Today the Board will set a hearing to adopt the final form of the Rules of Procedure. She asked the Board to reach out to her in a week or two with questions.

Ms. Buchanan noted there were special changes regarding meeting cancellations and asked the Board to disregard the version in the current agenda packages.

**Consideration of Resolution 2020-02, Setting Public Hearing for the Revised Rules of Procedure**

Ms. Carvalho explained Resolution 2020-02 setting the Public Hearing date for adoption of the Revised Rules of Procedure. The District will have a meeting on May 14, 2020



which will give the District enough time to go through the process of sending out the rulemaking. It is a 28 day advertisement and a 29 day advertisement. She asked if the Board wanted to hold it at that meeting or push it to the next meeting which is July 9, 2020 and coincide with the Budget hearing.

On MOTION by Mr. Calkins, seconded by Mr. Kearney, with all in favor, the Board approved Resolution 2020-02, Setting Public Hearing for July 9, 2020 at 11:30 A.M. as the Public Hearing Date for Revised Rules of Procedure.

**Consideration of Resolution 2020-03, Adopting an Internal Controls Policy Consistent with Section 218.33**

Ms. Buchanan provided an overview of the policy and changes.

On MOTION by Mr. Calkins, seconded by Ms. Jowers, with all in favor, the Board approved Resolution 2020-03, Adopting Internal Controls Policy Consistent with Section 218.33, as Amended.

**Consideration of Resolution 2020-04, Approving Preliminary Budget for Fiscal Year 2021 and Setting a Public Hearing**

Ms. Carvalho explained the budget is being proposed as the same amount as last year. The District received a letter from Leland Management on increases to their fees. The proposed budget is not in final form. In 60 days the budget will be finalized at the Public Hearing. District Staff recommended July 9, 2020 as the public hearing date.

Ms. Glasgow provided an overview of the Budget. There is an increase on the insurance, the District Management fee is increasing from \$10,000.00 to \$30,000.00. Leland Management fee is the same right now. The contingency and miscellaneous were reduced in order to keep the assessment at the cap allowed. There is an increase on the website maintenance that included the audit for the ADA compliance. There is \$8,000.00 increase to the repairs and maintenance for the irrigation and a \$3,000.00 pond aeration pump repair. The entry decorations were raised by \$200.00 Based on current year expenses.

Ms. Jowers had questions pertaining to the Contingency. Ms. Glasgow wanted to keep this as a contingency line item and not a carry forward. She decreased it for the Fiscal Year 2020 Budget to keep assessments the same as they were for last year.

Ms. Carvalho presented the Leland Management proposal. The Management proposal is requesting an increase from \$650.00 - \$935.00 per month.

Ms. Graham was asked on how long the fee was for \$650.00 per month. She responded it has been that price since she joined the company in 2013. She believed the fees has remained the same since 2011 when they started working with the community. Mr. Calkins wants to see a yearly proposal not an increase of 40%. The Board disagreed with the increase of the Leland Management fees. A lengthy discussion took place.

Ms. Carvalho mentioned that the District must reflect the amount in the budget by either increasing the cap or reduce the contingency to offset the difference in the budget. A discussion took place about the max budget amount. Ms. Glasgow explained the gross amount of \$298,090.00 and the net assessment is \$280,097.00. A lengthy discussion took place.

Ms. McCarrick noted the District has not spent the contingency of which there is \$40,000.00 remaining that was collected. This is in addition to starting the year with 25 % of the budget. Ms. Glasgow anticipates at least \$80,000.00 in contingency at the beginning of Fiscal Year 2021. The District needs 25% of the budget at the start of the Fiscal Year to float the District until assessments come in.

Ms. Carvalho asked if the Board wanted to proceed with the Budget as presented and discuss the fees with Leland Management outside the meeting between now and the Public Hearing.

On MOTION by Mr. Kearney, seconded by Mr. Calkins, with all in favor, the Board approved Resolution 2020-04, Approving Preliminary Budget for Fiscal Year 2121 and Setting July 9, 2020 as the Public Hearing Date.

#### **Consideration of Termination Letter to Future Horizons, Inc.**

Ms. Graham stated based on the service level Future Horizons has done a pretty good job for the community but there has been some dissatisfaction. The District received a proposal from Lake Doctors which the Board of Supervisors had expressed preference on their services to be considered next. Future Horizons must be given notification of termination provided an overview of the termination letter.

Ms. Carvalho requested a motion approving the termination letter to Future Horizons. District Manager will work with Ms. Graham to make sure there is a smooth transition.

On MOTION by Mr. Calkins, seconded by Mr. Kearney, with all in favor, the Board approved the Termination Letter to Future Horizons, Inc.

**Consideration of Proposal from  
The Lake Doctors, Inc. Pond  
Maintenance Service**

Ms. Graham provided an overview of the proposal from the lake Doctors, Inc. for pond maintenance service. She noted they would remove debris and dead fish and there should be a fish kill clause in the contract. Board Members requested an updated proposal form assuming the Contractor is willing to do the work.

Ms. Carvalho requested a motion to approve the Lake Doctors proposal and to proceed with pond maintenance services. Ms. Graham will request an updated proposal to include the provision about the shorelines.

Ms. Buchanan requested that the Board discuss the next two items together. There are a portion of the lakes that are still owned by Amelia National CDD and those lakes are on the undeveloped portion of the District's land. The District has not had any legal right to access the undeveloped lands that are privately owned. The License Agreement that follows the Contract does give the District a license to enter into the undeveloped land and maintain those lakes with the understanding that if the Developer chooses to undertake construction to modify the lakes for any reason the District is no longer required to maintain the lake during construction.

A lengthy discussion took place about the ponds which are included and the updated contract to include changes to Exhibit B adding the scope of work the District requested.

On MOTION by Mr. Calkins, seconded by Mr. Kearney, with all in favor, the Board approved The lake Doctor's Inc, Pond maintenance Services, as presented.

**Consideration of License  
Agreement with Amelia National  
Enterprise, LLC**

Ms. Carvalho presented the License Agreement with Amelia National Enterprise, LLC.

On MOTION by Mr. Kearney, seconded by Mr. Calkins, with all in favor, the Board approved the License Agreement with Amelia National Enterprise, LLC.

**Review & Consideration of  
Pressure Washing Proposals**

Ms. Graham stated there are proposals from three companies. The Krystal Clean proposal is in the amount of \$1,425.00, Nassau Pressure Washing is in the amount of \$2,234.00 and The Pro Source proposal is in the amount of \$1,519.75. Ms. Graham recommended Krystal clean for the cost and the high-quality work.

On MOTION by Mr. Kearney, seconded by Ms. Jowers, with all in favor, the Board approved Krystal Clean Pressure Washing proposal in the amount of \$1,425.00.

Ms. Graham will coordinate with Mr. Calkins to execute the proposal.

**Discussion of Leland Management, Notice of Fee Increase**

This item was discussed during the proposed budget section of the meeting. Ms. Carvalho asked Ms. Graham if this item should be deferred until the next meeting.

Ms. Graham will go back to her Superior's for consideration. Mr. Calkins requested Ms. Graham to arrange a conference call between herself, her Supervisor and Mr. Calkins. No action is necessary at this time.

**Consideration of Proposal from Solitude for 11 Additional Aerators**

Ms. Graham provided an overview of the proposal. Mr. Calkins does not want to do all the ponds right now but first do the remaining ponds that are currently dealing with recycled water. Those are 4 ponds which were included in the previous proposal ponds 3, 4, 5 and 10. Pond 3 would cost \$3,470.00, Pond 4 would cost \$4,330.00. Pond 5 is \$2,768.00. Pond 10 would cost \$4,690.00 for a total of \$15,258.00. This would cover aerator maintenance but not for the electrician to put in the power. Ms. Graham would have to meet with the electrician to get those numbers. Mr. Veazey stated some of the ponds are on the golf course and might not have enough power and recommended getting an electrician to look at each pond.

Mr. Plenzler had to execute himself for another meeting. He asked the Board if the direction was for him to continue to talk to Ameris Bank and any other banks to evaluate any opportunities under 4% interest rate. The Board confirmed.

Mr. Veazey recommended getting electrical quotes. Ms. Carvalho noted that Ms. Graham will get with a company to provide quotes and to make sure everything is included as well as the electrical piece that is missing for the Board to consider. A lengthy discussion took place about solar power. Ms. Graham gather information about solar power. This discussion will be tabled until the May 14, 2020.

**Ratification of Payment Authorization 2020-45 – 2020-49**

The Board reviewed payment Authorizations 2020-45 - 2020-49. These are all contractual obligations to the District. Ms. Carvalho forwarded Mr. Calkins' email to Ms. Glasgow so they can connect after the meeting about making sure he has the proper

contact information because the email he had was incorrect for Ms. Glasgow. Ms. Carvalho requested a motion to approve Payment Authorization 2020-45 – 2020-49.

On MOTION by Ms. Jowers, seconded by Mr. Calkins, with all in favor, the Board ratified Payment Authorization 2020-45 -2020-49.

### **Review of District Financial Statements**

The Board reviewed the District Financial Statements.

Mr. Kearney asked if Ms. Glasgow sent checks to Board Members for the March meeting. She responded they did not go out. Once Mr. Calkins signs and sends it over she will get the checks cut tomorrow and they will go out.

### **THIRD ORDER OF BUSINESS**

#### **Other Business**

#### **Staff Reports**

**District Counsel** – No Report

**District Engineer** – Not Present

**District Manager** – Ms. Carvalho noted the next meeting is scheduled for May 14, 2020 at 11:30 a.m. She explained the Executive Order expires on May 9, 2020 so unless the Governor extends the order to the District is planning on meeting in person at the May meeting at the Leland office.

#### **Audience Comments and Supervisor Requests**

Ms. Jowers requested RV storage and boat storage underneath the power lines. This is a POA matter not a District matter.

Ms. Graham stated the sidewalks along Amelia National need to be ground down She will obtain quotes. She currently has one quote which the method is to lift the sidewalk. She will bring back quotes back to the May 14, 2020 meeting.

### **FOURTH ORDER OF BUSINESS**

#### **Adjournment**

There was no additional business to be discussed. Ms. Carvalho requested a motion to adjourn.

On MOTION by Mr. Kearney, seconded by Ms. Jowers, with all in favor, the April 9, 2020 Special Board of Supervisors meeting of the Amelia National CDD was adjourned at 1:15 p.m.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

Update of Bond Restructuring Options

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

Review & Acceptance of the Arbitrage  
Rebate Calculation Report Series 2006A



**GNP Services, CPA, PA**

www.gnppas.com

904-278-8980

630 Kingsley Avenue  
Orange Park, FL 32073

P.O. Box 1179  
Orange Park, FL 32067-1179

April 30, 2020

Ms. Vivian Carvalho, District Manager  
Amelia National CDD  
c/o PFM Group Consulting, LLC  
12051 Corporate Boulevard  
Orlando, Florida 32817

RE: Amelia National Community Development District \$5,215,000 Capital  
Improvement Revenue Bonds, Series 2006A (the "Bonds")

Dear Ms. Carvalho:

GNP Services, CPA, PA has been requested to compute the Rebtable Arbitrage Liability with respect to the Bonds. All computations included on the attached synopsis are mathematically accurate and have been performed in accordance with the Code. We have determined the following:

- The results of our computations indicate that the Bonds have no Rebtable Arbitrage Liability or Yield Reduction Payment Amount for the period beginning March 20, 2006 (the "Issue Date"), and ending February 28, 2020 (the "Computation Date").
- The next full report will be provided for the period ending on the February 28, 2021 Installment Computation Date.

If you have questions regarding this letter, or any other concerns, please call (904) 278-8980.

Very truly yours,



GNP Services, CPA, PA

Enclosure

cc: Ms. Stacey Johnson, U.S. Bank Global Corporate Trust  
Ms. Kelly McCarrick, ICI Homes

# SYNOPSIS OF COMPUTATION RESULTS

As of the Computation Date

28-Feb-20

**Amelia National Community Development District**

**\$5,215,000 Capital Improvement Revenue Bonds, Series 2006A**

<b>Current Computation Period</b>	
Acquisition & Construction Fund	\$ (1,172.65)
Debt Service Reserve Fund	(8,640.68)
Deferred Costs Fund	(4,923.21)
Computation Date Credit	(1,760.00)
	(16,496.54)
<b>Current Computation Period Total Rebatable Arbitrage Liability</b>	<b>\$ (16,496.54)</b>
<b>Cumulative Computation Period</b>	
Current Computation Period Total Rebatable Arbitrage Liability	\$ (16,496.54)
Future Value of Rebatable Arbitrage Liability Reported at 2/28/19	(387,575.54)
	(404,072.08)
<b>Cumulative Rebatable Arbitrage Liability</b>	<b>\$ (404,072.08)</b>

## Gross Proceeds Subject to Arbitrage Rebate Remaining

As of the Computation Date

Acquisition & Construction Fund	\$ 37,726.20
Debt Service Reserve Fund	273,739.84
Deferred Costs Fund	163,752.35
Debt Service Funds	13,626.75
<b>Total</b>	<b>\$ 488,845.14</b>

## Gross Proceeds Subject to Yield Restriction Remaining

As of the Computation Date

Acquisition & Construction Fund	\$ 37,726.20
Deferred Costs Fund	273,739.84
<b>Total</b>	<b>\$ 311,466.04</b>

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

Letter from the Supervisor of Elections - Nassau  
County

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**VICKI P. CANNON**  
Supervisor of Elections  
Nassau County, Florida

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**VOTE IN HONOR  
OF A VETERAN**

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April 30, 2020

Ms. Vivian Carvalho, District Manager  
PFM Consulting Group, LLC  
12051 Corporate Blvd.  
Orlando, Florida 32817

RE: Amelia National Community Development District

Dear Ms. Carvalho,

In response to your letter received on April 15, 2020, please be advised that as of April 15, 2020, there were 465 registered voters within the boundaries of the above referenced Community Development District.

Should you have questions, or if we can be of assistance to you in any way, please do not hesitate to contact us.

Sincerely,

Maria Pearson  
Candidate Coordinator

Enclosure

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

Discussion & Consideration of Leland  
Management, Notice of Fee

CERTIFIED MAIL/RETURN RECEIPT REQUESTED

April 10, 2020

Amelia National Community Development District  
12051 Corporate Blvd.  
Orlando, FL 32817  
Attn: District Manager

Re: Notice of Management Fee Increase – Amelia National Community Development District

Dear District Manager:

This letter serves as notice to the Board of Directors that Leland Management will be increasing our fees effective October 1, 2020. As you are aware Leland Management has never increased our fees even though our costs of providing services have increased significantly over the years. The current management fee is \$650.00 per month which is below our standard rate for CDD's.

We are requesting to an increase in management fee from \$650.00 to \$800.00 per month.

Please review this with the Board of Directors and appreciate a decision by May 1, 2020 on the proposed increase rate. Should the Board deem the increase as a hardship for the Association they can choose to decline the increase.

Should you have any questions, please do not hesitate to contact me. You can reach me by phone at (904) 483-2987 or email [dbelet@lelandmanagement.com](mailto:dbelet@lelandmanagement.com)

Respectfully Submitted,

Dee Belet, PCAM  
Northeast Division – Director  
Leland Management Inc.

CC: Hopping Green & Sams PA  
119 S. Monroe Street, Suite 300  
P.O. Box 6526  
Tallahassee, FL 32314  
Attn: Wesley S. Haber

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

Ratification/Consideration of Payment  
Authorization 2019- 19 & 2019- 36, 2020-50-  
2020-58

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 2019-19**  
2/21/2019

Item No.	Payee	Invoice #	FY19 General Fund
1	<b>FPL</b> 01/18-02/18 account 83521-45521	--	\$ 83.98
1	<b>Leland Management, Inc.</b> February Management Fee	--	\$ 650.00
<b>Total</b>			<b>\$733.98</b>

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/ Vice Chairperson



**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 2019-36**

8/12/2019

Item No.	Payee	Invoice #	FY19 General Fund
1	<b>Hopping Green &amp; Sams</b> District Counsel through 6/30/2019	108977	\$ 367.50
2	<b>Martex Services</b> August 2019 Landscape Maintenance July 2019 Irrigation Repairs	7448 7382	\$ 2,231.00 \$ 1,823.92
3	<b>PFM Group Consulting, LLC</b> June 2019 Postage, Copies and Fedex	OE-EXP-00301	\$ 228.85
<b>Total</b>			<b>\$4,651.27</b>

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/ Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 50**

1/17/2020

Item No.	Payee	Invoice #	FY20 General Fund
<b>1</b>	<b>Martex Services</b> Landscape maintenance Jan 2020	9167	\$ 2,231.00
<b>2</b>	<b>Nassau County Record</b> Legal Ad 01/15/20	556356	\$ 123.54
<b>3</b>	<b>PFM Group Consulting LLC</b> District Management Fee: December 2019 Website Fee: December 2019	DM-12-2019-0001 DM-12-2019-0002	\$ 833.33 \$ 100.00
Subtotal for FY			\$ 3,287.87
<b>Total</b>			<b>\$3,287.87</b>

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/ Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 51**

1/28/2020

Item No.	Payee	Invoice #	FY20 General Fund
<b>1</b>	<b>FPL</b>		
	Acct: 29680-15020; 12/18/19 - 01/18/20	--	\$ 70.90
	Acct: 83521-45521; 12/18/19 - 01/18/20	--	\$ 67.76
<b>2</b>	<b>PFM Group Consulting LLC</b>		
	Website Fee: January 2020	DM-01-2020-0002	\$ 100.00
<b>3</b>	<b>SG Maintenance Services, Inc.</b>		
	Sidewalk Pressure Washing	20104	\$ 250.00
<b>4</b>	<b>Supervisor Fees: Meeting 01/23/2020</b>		
	Stephen Kearney	--	\$ 200.00
	Anna Jowers	--	\$ 200.00
	Laura Dubberly	--	\$ 200.00
	John C. Calkins	--	\$ 200.00
<b>5</b>	<b>The Tree Surgeons</b>		
	Tree Removal	1905	\$ 1,050.00
Subtotal for FY			\$ 2,338.66
<b>Total</b>			<b>\$2,338.66</b>

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairperson/ Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 52**

2/7/2020

Item No.	Payee	Invoice #	FY20 General Fund
<b>1</b>	<b>Future Horizons, Inc.</b> Lake Maintenance January 2020	61623	\$ 2,437.50
<b>2</b>	<b>Leland Management, Inc.</b> Management Fee: July 2019 Management Fee: August 2019 Management Fee: September 2019 Management Fee: October 2019 Management Fee: November 2019 Management Fee: December 2019 Management Fee: January 2020	-- -- -- -- -- -- --	\$ 650.00 \$ 650.00 \$ 650.00 \$ 650.00 \$ 650.00 \$ 650.00 \$ 650.00
<b>3</b>	<b>Martex Services</b> Irrigation Repair Landscape maintenance Feb 2020	9431 9502	\$ 367.59 \$ 2,231.00
<b>4</b>	<b>PFM Group Consulting LLC</b> District Management Fee: January 2020 Postage & FedEx: November 2019	DM-01-2020-0001RB OE-EXP-00540	\$ 2,083.33 \$ 7.66
Subtotal for FY			\$ 11,677.08
<b>Total</b>			<b>\$11,677.08</b>

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Secretary/Assistant Secretary

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Chairperson/ Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 53**

2/27/2020

Item No.	Payee	Invoice #	FY20 General Fund
<b>1</b>	<b>FPL</b>		
	Acct: 29680-15020; 01/18/20 - 02/18/20	--	\$ 71.98
	Acct: 83521-45521; 01/18/20 - 02/18/20	--	\$ 61.11
<b>2</b>	<b>Hopping Green &amp; Sams</b>		
	District Counsel thru 12/31/19	112599	\$ 890.00
<b>3</b>	<b>PFM Group Consulting LLC</b>		
	Billable Expenses: December 2019	108435	\$ 368.40
	District Management Fee: February 2020	DM-02-2020-0001	\$ 2,083.33
	Website Fee: February 2020	DM-02-2020-0002	\$ 100.00
	Postage: December 2019	OE-EXP-00596	\$ 1.50
	Postage/FedEx: January 2020	OE-EXP-00653	\$ 13.14
Subtotal for FY			\$ 3,589.46
<b>Total</b>			<b>\$3,589.46</b>

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Secretary/Assistant Secretary

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Chairperson/ Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 54**

3/11/2020

Item No.	Payee	Invoice #	FY20 General Fund
1	<b>Future Horizons, Inc.</b> Lake Maintenance Feb. 2020	62060	\$ 2,437.50
2	<b>Grau and Associates</b> Audit FY19	19148	\$ 1,500.00
3	<b>Hopping Green &amp; Sams</b> District Counsel thru 01/31/20	113147	\$ 1,885.00
4	<b>Leland Management</b> Management Fee: Feb. 2020	--	\$ 650.00
5	<b>Martex Services</b> Landscape maintenance Mar. 2020	9830	\$ 2,231.00
6	<b>PFM Group Consulting LLC</b> District Management Fee: Mar. 2020 Website Fee: Mar. 2020	DM-03-2020-0001 DM-03-2020-0002	\$ 2,083.33 \$ 100.00
7	<b>Supervisor Fees: Meeting 03/05/2020</b> Stephen Kearney Anna Jowers Laura Dubberly John C. Calkins	-- -- -- --	\$ 200.00 \$ 200.00 \$ 200.00 \$ 200.00
Subtotal for FY			\$ 11,686.83
<b>Total</b>			<b>\$11,686.83</b>

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Secretary/Assistant Secretary

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Chairperson/ Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 55**

4/1/2020

Item No.	Payee	Invoice #	FY20 General Fund
<b>1</b>	<b>FPL (paid online)</b>		
	Acct: 29680-15020; 02/18/20 - 03/18/20	--	\$ 67.33
	Acct: 83521-45521; 02/18/20 - 03/18/20	--	\$ 54.97
<b>2</b>	<b>Future Horizons, Inc.</b>		
	Lake Maintenance Mar. 2020	62322	\$ 2,437.50
<b>3</b>	<b>Martex Services</b>		
	Irrigation Repair	10148	\$ 72.21
<b>4</b>	<b>PFM Group Consulting LLC</b>		
	Billable Expenses: Feb. 2020	108803	\$ 386.25
Subtotal for FY			\$ 3,018.26
<b>Total</b>			<b>\$3,018.26</b>

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Secretary/Assistant Secretary

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Chairperson/ Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 56**

4/10/2020

Item No.	Payee	Invoice #	FY20 General Fund
<b>1</b>	<b>Grau and Associates</b> Audit FY19	19299	\$ 1,500.00
<b>2</b>	<b>Martex Services</b> Landscape maintenance Apr. 2020	10238	\$ 2,231.00
	Install Seasonal Flowers	10348	\$ 1,005.47
	Install Seasonal Flowers	10370	\$ 2,513.67
<b>3</b>	<b>PFM Group Consulting LLC</b> Dissemination Agent Fees 01/2020 - 09/2020	DA-04-2020-0001	\$ 4,500.00
Subtotal for FY			\$ 11,750.14
<b>Total</b>			<b>\$11,750.14</b>

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Secretary/Assistant Secretary

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Chairperson/ Vice Chairperson



**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 57**

4/24/2020

Item No.	Payee	Invoice #	FY20 General Fund
<b>1</b>	<b>Leland Management</b> Management Fee: Mar. 2020	--	\$ 650.00
<b>2</b>	<b>PFM Group Consulting LLC</b> Billable Expenses: Mar. 2020 District Management Fee: Apr. 2020 Website Fee: Apr. 2020	108939 DM-04-2020-0001 DM-04-2020-0002	\$ 386.25 \$ 2,083.33 \$ 100.00
<b>3</b>	<b>Supervisor Fees: Meeting 04/9/2020</b> Stephen Kearney Anna Jowers John C. Calkins	-- -- --	\$ 200.00 \$ 200.00 \$ 200.00
Subtotal for FY			\$ 3,819.58
<b>Total</b>			<b>\$3,819.58</b>

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Secretary/Assistant Secretary

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Chairperson/ Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

**Payment Authorization 58**

5/1/2020

Item No.	Payee	Invoice #	FY20 General Fund
<b>1</b>	<b>FPL (paid online)</b>		
	Acct: 29680-15020; 03/18/20 - 04/18/20	--	\$ 71.98
	Acct: 83521-45521; 03/18/20 - 04/17/20	--	\$ 54.64
<b>2</b>	<b>Future Horizons, Inc.</b>		
	Lake Maintenance Apr. 2020	62709	\$ 2,437.50
<b>3</b>	<b>GNP Services, CPA, PA</b>		
	Arbitrage Liability	6654	\$ 500.00
<b>4</b>	<b>Krystal Klean</b>		
	Commercial Pressure Washing	7010130	\$ 1,425.00
<b>5</b>	<b>Martex Services</b>		
	2020 Spring Pine Straw mulch	10552	\$ 2,100.00
	Maintenance Contract Renewal May 2020	10620	\$ 2,231.00
<b>6</b>	<b>Peacock Electric Inc.</b>		
	Road Signs	23062	\$ 780.00
Subtotal for FY			\$ 9,600.12
<b>Total</b>			<b>\$9,600.12</b>

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Secretary/Assistant Secretary

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Chairperson/ Vice Chairperson

**AMELIA NATIONAL  
COMMUNITY DEVELOPMENT DISTRICT**

Review of District Financial Statements

5/12/20  
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**Amelia National CDD**  
Statement of Activities (YTD) (Columnar, By SubType Landscape)  
As of 4/30/2020

	General Fund	Debt Service Fund - 2004 A	Debt Service Fund - 2006A	Construction Fund	Long Term Debt Group	Total
<b>Revenues</b>						
On-Roll Assessments	\$94,727.90					\$94,727.90
Off-Roll Assessments	84,080.28					84,080.28
On-Roll Assessments		\$376,249.44				376,249.44
Off-Roll Assessments		213,197.91				213,197.91
Other Assessments		136,106.80				136,106.80
Inter-Fund Transfers		(32,991.13)				(32,991.13)
Off-Roll Assessments			\$353,253.12			353,253.12
Inter-Fund Transfers			(5,881.38)			(5,881.38)
Inter-Fund Transfers				\$38,872.51		38,872.51
Total Revenues	<u>\$178,808.18</u>	<u>\$692,563.02</u>	<u>\$347,371.74</u>	<u>\$38,872.51</u>	<u>\$0.00</u>	<u>\$1,257,615.45</u>
<b>Expenses</b>						
Supervisor Fees	\$3,000.00					\$3,000.00
Public Official Insurance	2,693.00					2,693.00
Trustee Services	7,434.76					7,434.76
Management	10,833.31					10,833.31
Field Management	5,850.00					5,850.00
Dissemination Agent	6,000.00					6,000.00
Property Appraiser	4,964.00					4,964.00
District Counsel	3,970.00					3,970.00
Assessment Administration	5,000.00					5,000.00
Audit	4,000.00					4,000.00
Legal Advertising	2,606.84					2,606.84
Bank Fees	45.00					45.00
Contingency/Miscellaneous	12,035.00					12,035.00
Web Site Maintenance	700.00					700.00
Office Misc (Postage, Tel, Copies, Etc.)	31.35					31.35
Dues, Licenses, and Fees	175.00					175.00
Electric	708.08					708.08
General Insurance	3,500.00					3,500.00
General Repair & Maintenance	5,218.17					5,218.17
Lake Maintenance	15,925.00					15,925.00
Landscaping Maintenance & Material	16,845.88					16,845.88
Landscape Improvements	9,160.83					9,160.83
Entry Decorations	2,132.50					2,132.50
Principal Payment		\$175,000.00				175,000.00
Interest Payments		198,135.00				198,135.00
Interest Payments			\$108,306.25			108,306.25

5/12/20  
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**Amelia National CDD**  
Statement of Activities (YTD) (Columnar, By SubType Landscape)  
As of 4/30/2020

	General Fund	Debt Service Fund - 2004 A	Debt Service Fund - 2006A	Construction Fund	Long Term Debt Group	Total
Total Expenses	\$122,828.72	\$373,135.00	\$108,306.25	\$0.00	\$0.00	\$604,269.97
<b><u>Other Revenues (Expenses) &amp; Gains (Losses)</u></b>						
Interest Income	\$74.92					\$74.92
Interest Income		\$5,253.81				5,253.81
Interest Income			\$2,979.21			2,979.21
Interest Income				\$3,536.44		3,536.44
Total Other Revenues (Expenses) & Gains (Losses)	\$74.92	\$5,253.81	\$2,979.21	\$3,536.44	\$0.00	\$11,844.38
<b>Change In Net Assets</b>	\$56,054.38	\$324,681.83	\$242,044.70	\$42,408.95	\$0.00	\$665,189.86
<b>Net Assets At Beginning Of Year</b>	\$29,012.71	\$918,899.23	\$286,886.29	\$310,762.33	\$0.00	\$1,545,560.56
<b>Net Assets At End Of Year</b>	\$85,067.09	\$1,243,581.06	\$528,930.99	\$353,171.28	\$0.00	\$2,210,750.42

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**Amelia National CDD**  
Statement of Financial Position  
(Columnar Landscape)  
As of 4/30/2020

	General Fund	Debt Service Fund - 2004 A	Debt Service Fund - 2006A	Construction Fund	Long Term Debt Group	Total
<b><u>Assets</u></b>						
<b><u>Current Assets</u></b>						
General Checking - CNB	\$96,752.05					\$96,752.05
State Board of Administration	5,884.82					5,884.82
Assessments Receivable	34,793.15					34,793.15
Assessments Receivable		\$27,864.03				27,864.03
Due From Other Funds		27,909.24				27,909.24
Debt Service Reserve - 2004A		440,546.31				440,546.31
Revenue - 2004A		643,281.81				643,281.81
Prepayment 2004A		133,843.77				133,843.77
Assessments Receivable			\$347,984.38			347,984.38
Debt Service Reserve - 2006A			271,995.91			271,995.91
Revenue - 2006A			254,235.69			254,235.69
Prepayment 2006A			2,699.39			2,699.39
Acquisition/Construction - 2006A				\$37,822.65		37,822.65
Deferred Cost - 2004A				148,733.91		148,733.91
Deferred Cost - 2006A				166,614.72		166,614.72
Total Current Assets	\$137,430.02	\$1,273,445.16	\$876,915.37	\$353,171.28	\$0.00	\$2,640,961.83
<b><u>Investments</u></b>						
Amount Available in Debt Service Funds					\$1,746,602.88	\$1,746,602.88
Amount To Be Provided					8,398,397.12	8,398,397.12
Total Investments		\$0.00	\$0.00	\$0.00	\$10,145,000.00	\$10,145,000.00
<b>Total Assets</b>	\$137,430.02	\$1,273,445.16	\$876,915.37	\$353,171.28	\$10,145,000.00	\$12,785,961.83
<b><u>Liabilities and Net Assets</u></b>						
<b><u>Current Liabilities</u></b>						
Accounts Payable	\$15,569.72					\$15,569.72
Due To Other Funds	2,000.07					2,000.07
Deferred Revenue	34,793.14					34,793.14

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**Amelia National CDD**  
Statement of Financial Position  
(Columnar Landscape)  
As of 4/30/2020

	General Fund	Debt Service Fund - 2004 A	Debt Service Fund - 2006A	Construction Fund	Long Term Debt Group	Total
Deferred Revenue		\$29,864.10				29,864.10
Deferred Revenue			\$347,984.38			347,984.38
Total Current Liabilities	<u>\$52,362.93</u>	<u>\$29,864.10</u>	<u>\$347,984.38</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$430,211.41</u>
<b><u>Long Term Liabilities</u></b>						
Revenue Bonds Payable - Long-Term					\$10,145,000.00	\$10,145,000.00
Total Long Term Liabilities		<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$10,145,000.00</u>	<u>\$10,145,000.00</u>
<b>Total Liabilities</b>	<u>\$52,362.93</u>	<u>\$29,864.10</u>	<u>\$347,984.38</u>	<u>\$0.00</u>	<u>\$10,145,000.00</u>	<u>\$10,575,211.41</u>
<b><u>Net Assets</u></b>						
Net Assets, Unrestricted	\$183,653.14					\$183,653.14
Net Assets - General Government	(154,640.43)					(154,640.43)
Current Year Net Assets - General Government	56,054.38					56,054.38
Net Assets, Unrestricted		\$918,899.23				918,899.23
Current Year Net Assets, Unrestricted		324,681.83				324,681.83
Net Assets, Unrestricted			\$286,886.29			286,886.29
Current Year Net Assets, Unrestricted			242,044.70			242,044.70
Net Assets, Unrestricted				\$310,762.35		310,762.35
Current Year Net Assets, Unrestricted				42,408.95		42,408.95
Net Assets - General Government				(0.02)		(0.02)
<b>Total Net Assets</b>	<u>\$85,067.09</u>	<u>\$1,243,581.06</u>	<u>\$528,930.99</u>	<u>\$353,171.28</u>	<u>\$0.00</u>	<u>\$2,210,750.42</u>
<b>Total Liabilities and Net Assets</b>	<u>\$137,430.02</u>	<u>\$1,273,445.16</u>	<u>\$876,915.37</u>	<u>\$353,171.28</u>	<u>\$10,145,000.00</u>	<u>\$12,785,961.83</u>