

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that 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.

**CONCORDE ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Concorde Estates Community Development District was held on **Wednesday, January 24, 2018 at 10:00 a.m.**, at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746.

Present and constituting a quorum:

Sailyn Alli	Board Supervisor, Chairperson
Edwin Diaz	Board Supervisor, Vice Chairman
Kelly Ortiz	Board Supervisor, Assistant Secretary <i>(phone)</i>
Martha Mendez - Land	Board Supervisor, Assistant Secretary

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Justin Croom	District Manager, Rizzetta & Company, Inc.
Scott Smith	Regional Manager - Community Services, Rizzetta & Co., Inc.
Greg Gruhl	Amenity Services Manager - Rizzetta & Company, Inc.
Gregg Johnson	District Counsel, Garganese, Weiss & D'Agresta
Rich McGath	Clubhouse Manager
Steve Boyd	Boyd Civil Engineering <i>(phone)</i>
Ashton M. Bligh	Greenberg Traurig, P.A. <i>(phone)</i>
Camille M. Evans	Greenberg Traurig, P.A. <i>(phone)</i>
Anthony Graziano	Account Manager, Brightview
Audience Member	Present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Jeancola called the meeting to order and read the roll.

SECOND ORDER OF BUSINESS

Audience Comments on the Agenda Items

Mr. Jeancola asked for any comments from the audience. There were none.

THIRD ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No Report.
- B. District Engineer
Mr. Boyd updated the Board regarding the alleyway repaving project. An inspection of the punch list items was completed and was satisfactory. The release of final payment was approved.

On a motion by Mr. Diaz seconded by Ms. Alli, with all in favor, the Board authorized the release of the final 10% of the contractual amount, for Concorde Estates Community Development District.

Mr. Diaz inquired if Mr. Boyd contacted Osceola County regarding fixing the roadways. Mr. Boyd did not contact them yet and will follow up with the Board when he does.

Ms. Alli inquired about sidewalk repairs. Mr. Jeancola stated that Mr. McGath reached out to the County regarding some specific locations.

- C. District Manager
No Report. General discussion ensued.
- D. Clubhouse Manager
Mr. McGath reviewed the January 2018 amenity report with the Board. He briefly discussed the sidewalk repair by the County. He stated that he is getting caught up on pressure washing. He expressed concern regarding the dumping of debris on District property. He reached out to Mr. Bishop at Lerner with the first contact being made on November 8th, 2017. He was assured that this would be taken care of. Mr. Johnson will send a demand letter. There has been dumping on private lots as well. Mr. McGath provided Gloria with the lot numbers (276 and 277). Discussion ensued.
- E. Brightview Landscape
Mr. Graziano reviewed the landscape action plan with the Board. Mr. Graziano stated that they were ahead of schedule. Mr. Graziano will provide a weekly report as per the Board's request. Brief discussion ensued.

FOURTH ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting held on November 29, 2017

Mr. Jeancola presented the Minutes of the Board of Supervisors' Meeting held on November 29, 2017. There weren't any comments made by the Board.

On a motion by Mr. Diaz seconded by Ms. Alli, with all in favor, the Board approved the Minutes of the Board of Supervisors Meeting held on November 29, 2017, for Concorde Estates Community Development District.

It was not confirmed if Ms. Ortiz was still on the call

FIFTH ORDER OF BUSINESS

**Ratification of Operation and Maintenance
Expenditures for October & November 2017**

Mr. Jeancola reviewed the September and October 2017 expenditures with the Board. Ms. Land expressed concern regarding the water bill as many sprinkler heads are broken. Monthly inspections are conducted by the landscape vendor. Discussion ensued.

On a motion by Mr. Diaz, seconded by Ms. Land, with all in favor, the Board ratified the Operation and Maintenance Expenditures for October 2017 in the amount of \$44,639.19 and November 2017 in the amount of \$41,476.07, for Concorde Estates Community Development District.

SIXTH ORDER OF BUSINESS

**Presentation of Monthly Maintenance Reports,
American Ecosystems and BrightView**

The Board reviewed the December 2017 maintenance reports from American Ecosystems and Brightview. Mr. Diaz observed "No Fishing" and "No Swimming" signage around one of the ponds. The placement of these signs is unknown and potentially believe to be placed there by the county. Brief discussion ensued.

SEVENTH ORDER OF BUSINESS

**Public Hearing on Imposing Special
Assessments**

On a motion by Ms. Alli, seconded by Mr. Diaz, with all in favor, the Board agreed to open the public hearing on Imposing Special Assessments for Concorde Estates Community Development District.

Mr. Johnson reviewed the issuance of the 2011B bonds, on approximately 148 lots, which were originally set to mature in May 2017. The maturity date was extended. The trustee then requested a bifurcation. The 2011B bonds will be reissued in the form of 2017B bonds. Discussion ensued.

Ms. Alli inquired about the foreclosure of the 36 lots. The trustee is aware of the delinquency of the lots. Ms. Evans stated that bond counsel can speak with the trustee regarding the District's interest in foreclosure. Discussion ensued.

On a motion by Mr. Diaz, seconded by Ms. Alli, with all in favor, the Board agreed to close the public hearing on Imposing Special Assessments for Concorde Estates Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Resolution 2018-05

Mr. Johnson read the preamble to Resolution 2018-05 stating the following "A RESOLUTION OF THE BOARD OF SUPERVISORS (THE "BOARD") OF THE CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT (THE "DISTRICT") EQUALIZING, APPROVING, CONFIRMING, AND LEVYING SPECIAL ASSESSMENTS TO SECURE THE DISTRICT'S CAPITAL IMPROVEMENT REVENUE REFUNDING BONDS, SERIES 2017B RELATING TO THE BIFURCATION AND EXCHANGE OF A PORTION OF THE DISTRICT'S OUTSTANDING CAPITAL IMPROVEMENT REVENUE REFUNDING BONDS, SERIES 2011B; INDICATING THE LOCATION, NATURE AND ESTIMATED COST OF THE IMPROVEMENTS FINANCED IN PART BY THE DISTRICT'S CAPITAL IMPROVEMENT REVENUE REFUNDING BONDS, SERIES 2017B; PROVIDING THE MANNER IN

WHICH SUCH SPECIAL ASSESSMENTS SHALL BE ASSESSED, IMPOSED AND LEVIED; PROVIDING WHEN SUCH SPECIAL ASSESSMENTS SHALL BE ASSESSED, IMPOSED, AND LEVIED; DESIGNATING LANDS UPON WHICH THE SPECIAL ASSESSMENTS SHALL BE IMPOSED AND LEVIED; EQUALIZING, APPROVING, CONFIRMING, IMPOSING AND LEVYING SPECIAL ASSESSMENTS ON PROPERTY SPECIALLY AND PECULIARLY BENEFITTED BY SUCH IMPROVEMENTS; PROVIDING FOR THE PAYMENT AND THE COLLECTION OF SUCH SPECIAL ASSESSMENTS BY THE METHODS PROVIDED FOR BY CHAPTERS 170, 190, AND 197 FLORIDA STATUTES; CONFIRMING THE DISTRICT'S INTENTION TO ISSUE THE SERIES 2017B REFUNDING BONDS; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.

On Motion by Mr. Diaz, seconded by Ms. Alli, with all in favor, the Board approved Resolution 2018-05, as read into the record, for Concorde Estates Community Development District.

NINTH ORDER OF BUSINESS

Consideration of Landscape Related Proposals

Mr. Jeancola presented and reviewed the following tree removal proposals:

- Bam Trees - \$19,975.00
- Brightview - \$20,346.00 (failed tree removal) / \$5,370.00 (tree stump removal/grinding)
- Davey - \$28,608.00
- Unique - \$20,000.00

Discussion ensued.

On Motion by Ms. Land, seconded by Mr. Diaz, with all in favor, the Board approved the Bam Trees proposal in the amount of \$19,975.00, contingent upon starting within 30 days with a 14-day turnaround and attaching a scope of work to the proposal, for Concorde Estates Community Development District.

TENTH ORDER OF BUSINESS

Consideration of Maintenance Related Proposals

Mr. Jeancola presented and reviewed the fountain repair proposal received from Lake Fountains and Aeration in a not to exceed amount of \$2,891.00.

Ms. Land requested an additional proposal(s) for the next scheduled meeting.

This agenda item was tabled until further notice.

ELEVENTH ORDER OF BUSINESS

Discussion Regarding Amenity Services

Mr. Jeancola noted that Ms. Land requested that this agenda item be added for discussion.

Ms. Land commented on Mr. McGath's availability and questioned his mileage/personal cellular phone reimbursement. She asked Mr. McGath how long he has worked at the community as Clubhouse Manager. He responded that he has been employed there since June 2010. She stated that she previously requested a detailed spreadsheet to be provided to the Board regarding Mr. McGath's responsibilities. She wants to know more about his job description and about what percentage of his time is supposed to be spent in-house. Discussion ensued.

Mr. Smith and Mr. Gruhl introduced themselves. He stated that the contract lists a scope of services but that documentation of Mr. McGath's day to day responsibilities can be provided to the Board if needed. Discussion ensued.

Mr. Smith responded to Ms. Land's inquiry regarding Mr. McGath's personal cellular phone reimbursement and stated that it is in the contract. Mr. McGath is technically "on call" and can also be contacted by staff via his personal cellular phone. Mr. McGath is provided a stipend of \$50.00 per month for such.

Mr. Smith responded to Ms. Land's inquiry regarding Mr. McGath's mileage reimbursement and said that is also in the contract. Mr. McGath is reimbursed mileage for driving within the community and/or picking up supplies, etc.

Ms. Land requested a detailed log/spreadsheet. Discussion ensued.

Ms. Land asked who monitors and tracks Mr. McGath's hours. It was stated that Mr. Gruhl oversees his hours and that any overtime has to be approved. It was clarified that Mr. McGath's dedicated office hours are from 10:30 am until 2:00 pm. His scheduled hours are from 10:00 am until 6:00 pm. Discussion ensued.

Mr. Diaz commented and stated that he is satisfied with Mr. McGath's performance. Discussion ensued.

Residents reported that Mr. McGath started a company in May 2017 by the name of A-Bliss Outdoors. The company is listed as being open during the same hours as his scheduled hours for the district as well as lists Mr. McGath's cell phone number as his business number.

They were asked to wait and further comment on this matter at the appropriate time

General discussion ensued.

The Board will provide Mr. Smith and Mr. Gruhl with a list of issues and items that need improvement, if any.

Ms. Land indicated that her perception is that Mr. McGath has become complacent over the last year. She would like a list of checks and balances to ensure that vendors are performing the services as listed in their scopes of work. Discussion ensued.

The Board requested a daily log with a compiled list of areas in need of improvement. Discussion ensued.

Ms. Alli recommended varying Mr. McGath's office hours to make it more convenient for homeowners. She suggested Mr. McGath working later hours at least 2 days a week. Discussion ensued.

A resident revisited his previous comments regarding Mr. McGath's company as detailed above. He also commented on debris that has not been removed for more than 90 days. Discussion ensued.

Mr. Land inquired about who Mr. McGath's supervisor was and if residents' concerns were shared as per previous meetings. Mr. Jeancola stated that Mr. Gruhl was made aware of the issues and why Mr. Gruhl and Mr. Smith were in attendance. Discussion ensued.

Mr. Land also commented on debris around the alleyway that has been there for more than 90 days. Mr. McGath stated that he obtained two quotes for the removal of the debris. Discussion ensued.

Another resident also requested to see a list of checks and balances regarding Mr. McGath's daily/weekly activities. Discussion ensued.

TWELFTH ORDER OF BUSINESS

**Discussion Regarding Decoration for Next
Year's Holiday Season**

Ms. Land would like the Board to consider having a third-party vendor provide the community's holiday décor. Discussion ensued pertaining to potentially having a holiday decorating committee.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Ms. Land discussed having District Counsel call into some of the scheduled meetings in order to save the District money. This would depend on what items are on the agenda to be considered. This will be reviewed on a monthly basis. Mr. Diaz prefers him attending in person. Discussion ensued.

Mr. Land asked if meeting recordings were kept. He commented on Ms. Ortiz's attendance over the last 12 months. He also expressed concern over semi-trucks damaging trees within the community.

Mr. Cruz noted to check the terms listed on the website for accuracy.

A resident reported observing vehicles parking on the common area at the back of the pond and at the lake.

Ms. Alli asked the Board if they would entertain evening meetings. A resolution amending the meeting schedule would be presented for consideration at the next meeting.

Discussion was had pertaining to the lack of attendance and participation of Ms. Ortiz at Board meetings. Mr. Johnson indicated that Florida Statutes do not have specific provision requiring attendance at a mandatory number of meetings, nor is there a specific provision for removal of a supervisor by board vote or referendum. However, Florida Statutes do provide for a process which allows the Governor to remove a supervisor for cause. Further discussion ensued.

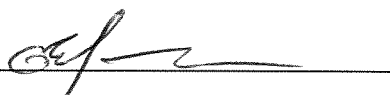
<p>On Motion by Ms. Alli, seconded by Ms. Land, with all in favor, the Board approved District Staff to contact Ms. Ortiz regarding attendance concerns, for Concorde Estates Community Development District.</p>

Mr. Jeancola stated that the next meeting would be held on Wednesday, February 28, 2018 at 6:00 p.m. at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746.

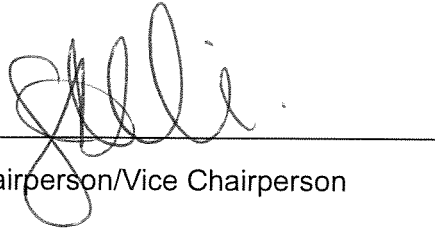
FOURTEENTH ORDER OF BUSINESS

Adjournment

On a motion by Ms. Alli, seconded by Mr. Diaz, with all in favor, the Board adjourned the meeting at 12:44 p.m. for Concorde Estates Community Development District.



Assistant Secretary



Chairperson/Vice Chairperson