

**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 **Thursday, November 17, 2011 at 10:05 a.m.**, at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746.

Present and constituting a quorum:

John Blakley	<b>Board Supervisor, Chairman</b>
Sailyn Alli	<b>Board Supervisor, Vice Chairman</b>
Edwin Diaz	<b>Board Supervisor, Assistant Secretary</b>
Glenn Marvin	<b>Board Supervisor, Assistant Secretary</b>
Bob Bishop	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Brady Lefere	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Larry Brown	<b>District Counsel, Brown, Garganese, Weiss &amp; D'Agresta (<i>joined the meeting in progress</i>)</b>
Broc Althafer	<b>District Engineer, Woolpert, Inc.</b>
Kelly Evans	<b>Operations Manager, Rizzetta Amenity Services, Inc.</b>
Richard McGath	<b>Clubhouse Manager</b>
Adam Schott	<b>Representative, D. R. Horton, Inc.</b>
Bill Bingham	<b>Representative, RGA Architects, LLC</b>
Penny Hutter	<b>Representative, Titan HOA Management</b>

Audience Members

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Lefere called the meeting to order and read the roll call.

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**SECOND ORDER OF BUSINESS**

**Consideration of the Minutes of the  
Board of Supervisors' Meeting held on  
October 27, 2011**

On Motion by Ms. Alli, seconded by Mr. Marvin, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on October 27, 2011 for Concorde Estates Community Development District.

**THIRD ORDER OF BUSINESS**

**Consideration of Replacement of Ceiling  
Fans**

Mr. Lefere briefly reviewed two options for replacing the outdoor ceiling fans. Mr. McGath noted that the two outdoor ceiling fans are not functioning. General discussion ensued.

*(Mr. Brown joined the meeting in progress.)*

On Motion by Mr. Marvin, seconded by Mr. Diaz, with all in favor, the Board authorized District Staff to purchase two replacement outdoor ceiling fans at a cost of \$159.00 each for Concorde Estates Community Development District.

**FOURTH ORDER OF BUSINESS**

**Discussion regarding Rules of Procedure**

- 1. Presentation of Adopted Rules of Procedure**
- 2. Presentation of District Counsel's Correspondence regarding Rules of Procedure**
- 3. Consideration of Resolution 2012-03, Setting Public Hearing on Rules of Procedure**

Mr. Brown reviewed the current Rules of Procedure, which were last revised and adopted by the Board on April 4, 2010 and a letter that he sent to the District Manager identifying some possible areas for amendment to the Rules.

Mr. Brown stated that if the Board wants to move forward with revising the current Rules, the next step would be to adopt the resolution that was included in the agenda to set a public hearing. He noted that there is a statutory requirement that requires all agencies to review their Rules of Procedure at least every three years and it would probably be a good idea to review the Rules for the benefit of the new Board Members.

Mr. Brown stated that in his opinion the current Rules restrict the Board more than necessary in terms of setting special meetings and the advertising requirements for noticing meetings. He reviewed the statutory and Sunshine Law requirements relating to advertising various types of meetings.

Mr. Brown stated that another possible substantive change to the current Rules would relate to the voting conflict of interest. He noted that in his opinion the Rules should contain all of the language in the pertinent statute, which is not included in the current Rules. Mr. Brown suggested that the Rules should include language stating that it is not a conflict of interest for a Board Member to be an employee of the District, or a stockholder, officer or employee of a landowner in the District, but also to include the "bold" language stating, "**or of any entity affiliated with the landowner**".

General discussion ensued with regard to the Rules of Procedure in general and advertising requirements in particular. The Board directed District Staff to analyze the current Rules of Procedure and provide a recommendation to the Board, including in particular information regarding annual advertising expenditures and the cost of various options to notice Board Meetings.

Mr. Brown stated that if the Board wanted to set a public hearing to revise the Rules of Procedure, all of the information would be presented and discussed at that public hearing.

On a motion by Mr. Blakley, seconded by Mr. Marvin, with all in favor, the Board adopted Resolution 2012-03, Setting Public Hearing on Rules of Procedure for Thursday, December 15, 2011 at 10:00 a.m. at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746, and authorized District Staff to analyze the current Rules of Procedure and provide a recommendation to the Board for Concorde Estates Community Development District.

#### **FIFTH ORDER OF BUSINESS**

#### **Presentation of ADA Assessment Report**

Mr. Bingham of RGA Architects, LLC reviewed the ADA Assessment Report and recommendations in detail for the Board. A lengthy discussion ensued. The Board requested that the District Engineer review the ADA Assessment Report and provide a recommendation to the Board.

On a motion by Mr. Marvin, seconded by Mr. Bishop, with all in favor, the Board authorized the District Engineer to review the ADA Assessment Report and provide a recommendation to the Board for Concorde Estates Community Development District.

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**SIXTH ORDER OF BUSINESS**

**Presentation of Monthly Maintenance  
Inspection Reports**

Mr. Lefere briefly reviewed the American Ecosystems and Davey reports for the Board. A brief discussion ensued. No formal Board action was taken.

**SEVENTH ORDER OF BUSINESS**

**Staff Reports**

A. District Counsel  
No further report.

B. District Engineer

Mr. Althafer presented some information regarding trash dumping that is occurring in one of the conservation areas. He noted that there was a fire in that area several months ago and the Fire Department created a fire break through the wetlands. Mr. Althafer stated that people have now been using the entry point to the fire break as a trail to dump landscape trash in that area. He stated that the South Florida Water Management District (SFWMD) inspected the conservation area and recommended that the District take some action to prevent that dumping.

Mr. Althafer suggested that a barrier be installed to prevent vehicles from entering the area, such as posts connected by a chain. He stated that in his opinion it would not be necessary to padlock the chain. General discussion ensued.

On a motion by Ms. Alli, seconded by Mr. Diaz, with all in favor, the Board authorized District Staff to install posts connected by a chain at the entrance to the conservation area for Concorde Estates Community Development District.

C. Clubhouse Manager  
No further report.

D. Operations Manager  
No further report.

E. District Manager

Mr. Lefere stated that the next meeting will be held on Thursday, December 15, 2011 at 10:00 a.m. at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746.

**EIGHTH ORDER OF BUSINESS**

**Supervisor Requests and Audience  
Comments**

Audience comments were entertained. Ms. Hutter stated that she has received numerous complaints from townhome owners regarding the post office stopping mail delivery due to parked cars obstructing the mail boxes. General discussion ensued. Mr. Brown recommended that the local Postmaster be contacted.

Mr. Marvin asked for an update with regard to the directional signs. Mr. Lefere stated that the signs should be complete in two to three weeks. A brief discussion ensued.

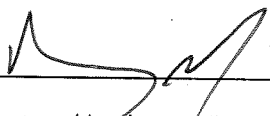
Mr. Diaz expressed concern with regard to the quality of the landscape maintenance services. He stated that in his opinion no additional work should be authorized for Davey until the quality of their maintenance improves. General discussion ensued.


On a motion by Mr. Blakley, seconded by Mr. Marvin, with all in favor, the Board authorized District Management to put Davey on written notice as to the deficiencies noted by District Staff relative to their contract and to request that Davey submit a corrective action plan for Concorde Estates Community Development District.

**NINTH ORDER OF BUSINESS**

**Adjournment**

On a motion by Mr. Blakley, seconded by Mr. Marvin, with all in favor, the Board adjourned the meeting at 11:19 a.m. for Concorde Estates Community Development District.

  
Secretary/Assistant Secretary

  
Chairman/Vice Chairman