

**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, February 22, 2017 at 6:04 p.m.**, at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746.

Present and constituting a quorum:

Sailyn Alli	<b>Board Supervisor, Chairperson</b>
Edwin Diaz	<b>Board Supervisor, Vice Chairman</b>
Kelly Ortiz	<b>Board Supervisor, Assistant Secretary</b>
Basam Alli	<b>Board Supervisor, Assistant Secretary (<i>via phone</i>)</b>
Lloyd Jones	<b>Board Supervisor, Assistant Secretary</b>

Also present were:

Anthony Jeancola	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Gregg Johnson	<b>District Counsel, Garganese, Weiss &amp; D'Agresta</b>
Steve Boyd	<b>District Engineer, Boyd Civil Engineering</b>
Rich McGath	<b>Clubhouse Manager</b>
Audience Member	<b>None</b>

**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  
No Report.
- C. District Manager  
Mr. Jeancola requested to reschedule the next meeting scheduled for Wednesday, March 22, 2017. The Board agreed to move it to Thursday, March 30, 2017 at 6:00 pm.

Mr. Jeancola had a discussion with Mr. McGath regarding inconsistencies with the current cleaning service and the possibility of obtaining proposals from other vendors. The situation will be monitored and if issues are not resolved, then a termination will be issued.

On a motion by Ms. Alli, seconded by Mr. Jones, with all in favor, the Board authorized the Chair/Vice Chair to consult with staff to terminate the cleaning contract if necessary, for Concorde Estates Community Development District.

D. Clubhouse Manager

Mr. McGath reviewed the amenity management report for February 2017 with the Board.

Mr. Diaz stated that the splash pad was not working. Mr. McGath responded that there are a few factors that can cause it to stop working such as rain and lightening strikes.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Minutes of the Board of Supervisors' Meeting held on January 25, 2017**

Mr. Jeancola stated that the minutes were reviewed by District Counsel.

On a motion by Mr. Diaz, seconded by Ms. Ortiz, with all in favor, the Board approved the Minutes of the Board of Supervisors' Meeting held on January 25, 2017, for Concorde Estates Community Development District.

**FIFTH ORDER OF BUSINESS**

**Ratification of Operation and Maintenance Expenditures for January 2017**

Mr. Jeancola reviewed the expenditures with the Board.

On a motion by Ms. Alli seconded by Mr. Diaz, with all in favor, the Board approved the Operation and Maintenance Expenditures for January 2017 in the amount of \$38,469.03 for Concorde Estates Community Development District.

**SIXTH ORDER OF BUSINESS**

**Presentation of Monthly Maintenance Reports, American Ecosystems & BrightView Landscape**

The Board reviewed the January 2017 maintenance reports from American Ecosystems and BrightView Landscape.

Ms. Alli noted that there are a few other trees that may need to be removed.

**SEVENTH ORDER OF BUSINESS**

**Appointment of Audit Review Committee**

Mr. Jeancola discussed the Audit Review Committee with the Board.

On a motion by Ms. Alli, seconded by Mr. Jones, with all in favor, the Board established themselves as the Audit Review Committee, for Concorde Estates Community Development District.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Additional Patrol Services  
Proposal - PSI**

Mr. Jeancola discussed the issues previously brought up in prior meetings regarding activity in the back areas of the community with debris and other materials found. Mr. McGath contacted the local authorities who provided some patrols.

Mr. Jeancola reviewed and presented the proposal received from PSI for additional patrol services. The current agreement consists of 3 patrols at night at a cost of \$625.00. This new proposal would be for 3 nights and 2 days at a cost of \$925.00. The patrols will take place at random times to avoid being predictable. Discussion ensued.

Mr. Jones recommended a 3 month trial period.

Another alternative is for Mr. Johnson to request a modification of the existing contract to allow the District to adjust the frequency of patrols.

On a motion by Ms. Alli, seconded by Ms. Ortiz, with all in favor, the Board authorized the Chair/Vice Chair to execute the contract, adjusting for hourly patrol services, with a schedule to be determined by the client and subject to change by legal counsel, for Concorde Estates Community Development District.

**NINTH ORDER OF BUSINESS**

**Continued Discussion Regarding Alleyway  
Repairs/Repaving**

Mr. Boyd reviewed the draft agreement with the Board and stated that it is acceptable. Working hours would need to be identified and included (i.e. - 7:00 am to 4:00 pm or 9:00 am to 5:00 pm). If working hours are not determined at this time, a general statement can be made stating "working hours will be determined prior to contract award..." Discussion ensued.

The agreement includes language making the vendor responsible to coordinate with the builder(s) constructing anything adjacent to the roadways. Residents need to be made aware via notice that they will need to park in the street while work is being performed. It was noted that submittal dates will need to be adjusted. Avex has closed and are in the process of obtaining permits. Discussion ensued.

On a motion by Ms. Alli, seconded by Mr. Diaz, with all in favor, the Board authorized to put the Alleyway Repairs/Repaving RFP out for bid, for Concorde Estates Community Development District.

Mr. Johnson noted that the District needs to check on closing of SPE lots and to see if proceeds were distributed.

On a motion by Ms. Ortiz, seconded by Mr. Diaz, with all in favor, the Board approved amending the agenda to include the consideration of paver related proposals, for Concorde Estates Community Development District.

Mr. Jeancola presented the 3 paver related proposals received as follows:

- Tree and Vine, LLC - \$3,500.00
- Alliance Pavers - \$3,371.55
- TRH Landscaping - \$3,663.00

Mr. McGath stated that the scope of work consists of pavers being pressure washed, replaced if broken and re-sanded. This includes the lanai but not the area around the pool. He recommends selecting Alliance to perform the services as they came in with the lowest price, are knowledgeable and provided a well put together proposal. Discussion ensued.

On a motion by Mr. Diaz, seconded by Mr. Jones, with all in favor, the Board approved the proposal received from Alliance Pavers in the amount of \$3,371.55, in substantial form, for Concorde Estates Community Development District.

#### TENTH ORDER OF BUSINESS

#### Supervisor Requests and Audience Comments

There were no audience comments at this time.

Mr. Diaz noted that the Orlando Sentinel has been distributing free circulars to residents. They are not all being picked up and are accumulating on some of the residents' driveways. Discussion ensued.


Mr. Alli indicated that there is a stop sign down at Rocky River Road. He stated that the playground by St. Clair has a door/gate that needs to be fixed. The sun shade/canopy over the picnic area needs to be replaced.

Mr. Jeancola stated that the next meeting would be held on Thursday, March 30, 2017 at 6:00 p.m. at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746.

#### ELEVENTH ORDER OF BUSINESS

#### Adjournment

On a motion by Mr. Diaz, seconded by Mr. Jones, with all in favor, the Board adjourned the meeting at 7:20 p.m. for Concorde Estates Community Development District.

  
Assistant Secretary

  
Chairman/Vice Chairman