

**CONCORDE ESTATES  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA PACKAGE**

**JULY 24, 2019**

# Concorde Estates Community Development District

**Inframark, Infrastructure Management Services**

210 North University Drive Suite 702, Coral Springs, Florida 33071 Phone: 954-603-0033 Fax: 954-345-1292

July 17, 2019

Board of Supervisors  
Concorde Estates Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Concorde Estates Community Development District will be held on **Wednesday, July 24, 2019 at 6:00 p.m.** in the Concorde Estates Clubhouse, 3151 Georgian Bay Lane, Kissimmee, Florida. Following is the advance agenda for the meeting:

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Public Comments on Agenda Items (limited to 3 mins)**
- 4. Public Hearing to Adopt Fiscal Year 2020 Budget**
  - A. Fiscal Year 2020 Budget
  - B. Resolution 2019-6 Adopting O&M Assessment Methodology
  - C. Resolution 2019-7 Adopting the Budget
  - D. Resolution 2019-8 Levying the Assessments
- 5. Staff Report - Site/Clubhouse Manager's Report**
  - A. Clubhouse Manager's Report
  - B. Monthly Field Manager's Report
  - C. Work Order Status Report
  - D. Consideration of Proposals for Regrading, Mulch and Playground Equipment (Under Separate Cover)
  - E. Discussion of Pool Hours
- 6. Engineers' Report**
  - A. Update on Approval of SFWMD to Remove Vegetation
- 7. Attorney's Report**
  - A. Report on 2<sup>nd</sup> Off-Set Letter to Duval Landscape
  - B. Update on Foreclosures
- 8. Manager's Report**
  - A. Consent Agenda
    - i. Minutes of the June 26, 2019 Meeting
    - ii. Financial Statements
  - B. Ratification of Chair Authorized Expenses Between Meetings
  - C. Resolution 2019-9 Adopting No Parking Rules
  - D. Discussion of Avex Construction Sites
- 9. Supervisors' Requests and Comments**
- 10. Audience Comments**
- 11. Adjournment**

Enclosed are attachments available for the above agenda. Additional items may be provided under separate cover when they become available or they will be distributed at the meeting.

The balance of the agenda is routine in nature and staff will present and discuss their reports at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,  
*Kristen Suit*  
Kristen Suit  
District Manager

## **Fourth Order of Business**

**4A.**

**CONCORDE ESTATES**  
Community Development District

***Annual Operating and Debt Service Budget***  
**Fiscal Year 2020**

Version 1 - Approved Tentative Budget:  
(Approved 5/21/19)

Prepared by:



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**Concorde Estates**  
**Community Development District**

**Operating Budget**  
**Fiscal Year 2020**

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2020 Approved Tentative Budget

ACCOUNT DESCRIPTION	ADOPTED BUDGET FY 2019	ACTUAL THRU APR-2019	PROJECTED MAY - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
<b>REVENUES</b>					
Interest - Investments	\$ -	\$ 9,729	\$ 6,949	\$ 16,678	\$ 7,404
Room Rentals	-	2,480	1,771	4,251	3,200
Interest - Tax Collector	-	343	-	343	-
Special Assmnts- Tax Collector	756,646	647,841	108,805	756,646	948,053
Special Assmnts- CDD Collected	46,523	3,787	42,736	46,523	59,078
Special Assmnts- Delinquent	-	9,858	-	9,858	-
Special Assmnts- Discounts	(30,266)	(23,829)	-	(23,829)	(37,922)
Other Miscellaneous Revenues	-	5	-	5	-
Pool Access Key Fee	-	116	-	116	150
<b>TOTAL REVENUES</b>	<b>772,903</b>	<b>650,330</b>	<b>160,262</b>	<b>810,592</b>	<b>979,963</b>
<b>EXPENDITURES</b>					
<i>Administrative</i>					
P/R-Board of Supervisors	14,000	6,600	5,000	11,600	13,000
FICA Taxes	-	444	383	827	995
ProfServ-Arbitrage Rebate	1,000	-	1,200	1,200	1,200
ProfServ-Engineering	15,000	5,583	3,988	9,571	8,000
ProfServ-Legal Services	13,000	25,060	17,900	42,960	25,000
ProfServ-Mgmt Consulting Serv	102,730	59,925	42,804	102,729	110,000
ProfServ-Special Assessment	-	5,250	-	5,250	5,250
ProfServ-Trustee Fees	10,000	11,317	-	11,317	10,775
ProfServ-E-mail Maintenance	-	-	550	550	16,100
Auditing Services	3,900	3,900	-	3,900	4,000
Insurance - General Liability	3,025	5,750	-	5,750	6,325
Legal Advertising	1,800	1,074	767	1,841	2,600
Misc-Assessmnt Collection Cost	-	12,480	2,176	14,656	18,961
Misc-Bad Debt	-	-	-	-	-
Annual District Filing Fee	-	-	-	-	175
Dues, Licenses, Subscriptions	425	175	-	175	-
<b>Total Administrative</b>	<b>164,880</b>	<b>137,558</b>	<b>74,767</b>	<b>212,325</b>	<b>222,381</b>
<i>Public Safety</i>					
Security Service - Sheriff	46,850	8,137	7,000	15,137	-
Pool/Clubhouse Security	-	-	-	-	16,000
R&M-Gatehouse	492	309	221	530	-
<b>Total Public Safety</b>	<b>47,342</b>	<b>8,446</b>	<b>7,221</b>	<b>15,667</b>	<b>16,000</b>
<i>Electric Utility Services</i>					
Electricity - General	16,000	8,861	6,329	15,190	16,000
Electricity - Streetlighting	125,000	68,980	49,271	118,251	119,000
Electricity - Rec Center	12,250	6,959	4,971	11,930	12,000
<b>Total Electric Utility Services</b>	<b>153,250</b>	<b>84,800</b>	<b>60,571</b>	<b>145,371</b>	<b>147,000</b>



**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2020 Approved Tentative Budget

ACCOUNT DESCRIPTION	ADOPTED BUDGET FY 2019	ACTUAL THRU APR-2019	PROJECTED MAY - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
<b>Water-Sewer Comb Services</b>					
Utility - Water	110,000	67,335	48,096	115,431	118,000
Backflow Assembly Testing	750	-	-	-	750
<b>Total Water-Sewer Comb Services</b>	<b>110,750</b>	<b>67,335</b>	<b>48,096</b>	<b>115,431</b>	<b>118,750</b>
<b>Flood Control/Stormwater Mgmt</b>					
Contracts-Ponds	-	-	-	-	10,380
R&M-Aquascaping	6,312	5,377	4,325	9,702	10,000
R&M-Fountain	2,500	500	357	857	1,200
R&M Lake & Pond Bank	5,000	7,495	5,354	12,849	5,000
<b>Total Flood Control/Stormwater Mgmt</b>	<b>13,812</b>	<b>13,372</b>	<b>10,036</b>	<b>23,408</b>	<b>26,580</b>
<b>Other Physical Environment</b>					
Contracts-Landscape	151,497	63,124	63,124	126,248	156,000
Insurance - General Liability	12,158	8,697	-	8,697	-
Insurance - Property	-	-	-	-	9,567
R&M-Entry Feature	4,000	42	333	375	500
R&M-Irrigation	3,500	10,317	1,458	11,775	8,500
Landscape Replacement	10,000	-	2,500	2,500	15,000
Annual Mulching & Tree Trimming	17,000	1,975	15,025	17,000	23,400
Misc-Decorative Lighting	500	30	-	30	1,500
Misc-Holiday Decor	1,500	-	1,500	1,500	-
<b>Total Other Physical Environment</b>	<b>200,155</b>	<b>84,185</b>	<b>83,940</b>	<b>168,125</b>	<b>214,467</b>
<b>Contingency</b>					
Misc-Contingency	63,895	46,596	17,299	63,895	100,000
<b>Total Contingency</b>	<b>63,895</b>	<b>46,596</b>	<b>17,299</b>	<b>63,895</b>	<b>100,000</b>
<b>Parks and Recreation - General</b>					
Contracts-Pools	9,000	4,725	3,375	8,100	8,100
Contracts-Pest Control	2,500	272	194	466	1,500
Telephone/Fax/Internet Services	2,500	1,634	1,175	2,809	-
Telephone, Cable & Internet Service	-	-	-	-	2,820
R&M-Clubhouse	7,500	2,397	1,712	4,109	6,500
R&M-Fence	7,500	-	3,125	3,125	3,500
R&M-Pools	5,000	3,012	2,151	5,163	8,500
R&M-Fitness Equipment	3,000	1,083	774	1,857	3,000
R&M-Pressure Washing	500	4,100	-	4,100	3,500
R&M-Parks & Facilities	2,500	10,575	1,042	11,617	13,300
Gatehouse Repair & Maintenance	1,250	132	521	653	-
TV/Cable or Dish	852	507	400	907	-
Office Supplies	350	757	541	1,298	1,500
Clubhouse Cleaning Service G&A	750	1,476	1,054	2,530	2,940
Dues, Licenses, Subscriptions	675	-	525	525	525
Capital Outlay	-	-	-	140,000	-
<b>Total Parks and Recreation - General</b>	<b>43,877</b>	<b>30,670</b>	<b>16,589</b>	<b>187,259</b>	<b>55,685</b>

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2020 Approved Tentative Budget

ACCOUNT DESCRIPTION	ADOPTED BUDGET FY 2019	ACTUAL THRU APR-2019	PROJECTED MAY - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
<b>Reserves</b>					
Reserves	-	-	-	-	79,100
<b>Total Reserves</b>	-	-	-	-	<b>79,100</b>
<b>Special Events</b>					
Misc-Special Events	5,000	-	-	-	-
<b>Total Special Events</b>	<b>5,000</b>	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>802,961</b>	<b>472,962</b>	<b>318,519</b>	<b>931,481</b>	<b>979,963</b>
Excess (deficiency) of revenues Over (under) expenditures	(30,058)	177,368	(158,258)	(120,890)	-
<b>OTHER FINANCING SOURCES (USES)</b>					
Contribution to (Use of) Fund Balance	(30,058)	-	-	-	-
<b>TOTAL OTHER SOURCES (USES)</b>	<b>(30,058)</b>	-	-	-	-
Net change in fund balance	(30,058)	177,368	(158,258)	(120,890)	-
<b>FUND BALANCE, BEGINNING</b>	1,053,814	1,053,814	-	1,053,814	932,924
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,023,756</b>	<b>\$ 1,231,182</b>	<b>\$ (158,258)</b>	<b>\$ 932,924</b>	<b>\$ 932,924</b>

**Budget Narrative**  
Fiscal Year 2020

**REVENUES**

**Interest-Investments**

The District earns interest on the monthly average collected balance for their operating accounts.

**Room Rentals**

Rental fees collected for the use of the district facility.

**Special Assessments-Tax Collector**

The District will levy a Non-Ad Valorem assessment on property within the District to pay for the operating expenditures during the Fiscal Year.

**Special Assessments-CDD Collected**

The District will directly bill for assessments due on parcels not placed on the tax roll.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments up to a maximum of 4%. The budgeted amount for the fiscal year has been set by the board.

**Pool Access Key Fee**

The District collects a nominal fee for each pool key distributed.

**EXPENDITURES**

**Administrative**

**P/R-Board of Supervisors**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon all supervisors attending 12 meetings and 1 workshop.

**FICA Taxes**

Payroll taxes for supervisor salaries are calculated as 7.65% of payroll.

**Professional Service-Arbitrage**

LLS performs arbitrage calculations for the series 2011 A-1 and A-2 bond.

**Professional Services-Engineering**

The District's engineer provides general engineering services to the District, i.e. attendance and preparation for monthly board meetings when requested, review of invoices, and other specifically requested assignments.

**Professional Services-Legal Services**

The District's Attorney provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

**Professional Services-Management Consulting Services**

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services. Also included are costs for Information Technology charges to process the District's financial activities, i.e. accounts payable, financial statements, budgets, etc., on a main frame computer owned by Inframark Infrastructure Management Services in accordance with the management contract.

**Budget Narrative**  
Fiscal Year 2020

<b>EXPENDITURES</b>
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**Administrative** (continued)

**Professional Services-Special Assessment**

Inframark provides Assessment Services for all the properties within the CDD for the General Fund and Series 2011 Debt Service Fund. These services include, but are not limited to:

- Working with the Property Appraiser to insure the accuracy of the data they provide each year for levying purposes.
- Preparation, maintenance and certification of the District's annual assessment roll to the County Tax Collector.
- Customer service which includes answering questions regarding annual assessments, what a CDD is, length and terms of the bonds, etc.
- Preparation of estoppel letters for refinancing and property transfers.
- Processing and transmission of pay downs to the Trustee for those property owners wishing to prepay their CDD debt.

Analysis and supplemental schedules requested throughout the fiscal year as well assessment schedules included in the annual budget preparation

**Professional Services-Trustee**

The annual trustee fee is based on standard fees charged to service the series 2011 bond plus any out-of-pocket expenses.

**Professional Services-E-mail Maintenance**

District email addresses with archiving and ADA website compliance.

**Auditing Services**

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on an optional renewal within an existing engagement letter.

**Insurance-General Liability**

The District's General Liability and Public Officials Liability policies are with Egis Insurance Advisors, LLC. They specialize in providing insurance coverage to governmental agencies.

**Legal Advertising**

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

**Miscellaneous-Assessment Collection Fee**

The District reimburses the Osceola County Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was set by the board.

**Annual District Filing Fee**

The District is required to pay an annual fee of \$175 to the Department of Economic Opportunity Division of Community Development.

**Public Safety**

**Pool/Clubhouse Security**

Pool attendant from April thru September.

**Budget Narrative**  
Fiscal Year 2020

<b>EXPENDITURES</b>
---------------------

**Electric Utility Services**

**Electricity-General**

Electricity usage costs are based on historical expenses incurred with KUA.

**Electricity-Streetlighting**

Street lighting usage for District facilities and assets. Costs are based on historical expenses incurred with KUA.

**Electricity-Rec Center**

Electricity usage for District recreational facilities. Costs are based on historical expenses incurred with KUA.

**Water-Sewer Comb Services**

**Utility-Water**

Water usage costs are based on historical expenses incurred with TOHO Water Authority.

**Backflow Assembly Testing**

Backflow testing as needed.

**Flood Control/Stormwater Mgmt**

**Contracts-Ponds**

Aquatic maintenance services are provided by Sitex Aquatics, LLC at a cost of \$865/month.

**R&M-Aquascaping**

Aquatic plant installation and replacement.

**R&M-Fountain**

Fountain repair and maintenance including quarterly maintenance services provided by Lake Fountains and Aeration at a cost of \$250/service.

**R&M-Lake and Pond Bank**

Lake bank and stormwater maintenance services exclusive of monthly aquatic maintenance.

**Other Physical Environment**

**Contracts-Landscape**

This category includes costs associated with landscape maintenance, mowing, edging, and weeding. The District currently has a contract with Duval to provide landscape service for the District.

**Insurance-Property**

Property insurance coverage provided by Egis Insurance Advisors, Llc.

**R&M-Entry Feature**

Costs to repair and maintain the district's entry features.

**Budget Narrative**  
Fiscal Year 2020

<b>EXPENDITURES</b>
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**Other Physical Environment** (continued)

**R&M-Irrigation**

Costs to repair and maintain the district's irrigation system. Currently, Duval Landscape Maintenance, LLC provides irrigation maintenance services to the district as needed.

**Landscape Replacement**

Landscape renovations throughout the district including costs to replace flowers, trees, shrubs or grass as needed.

**Annual Mulching & Tree Trimming**

Contracted costs incurred to trim and maintain trees and install mulch within the District.

**Miscellaneous-Decorative Lighting**

Costs associated with outside decorative lighting repairs and replacements within the District.

**Contingency**

**Miscellaneous-Contingency**

Costs that the district may incur but are not budgeted for within another line item.

**Parks and Recreation - General**

**Contracts-Pools**

The District has contracted with Churchill Group Holdings to maintain the community pool at a cost of \$675/month.

**Contracts-Pest Control**

Sammy Lee Roman provides pest control services for the pool house and playground. Termite renewal services are also recorded here.

**Telephone, Cable & Internet Service**

Bright House provides phone, TV and internet services.

**R&M-Clubhouse**

Various costs to repair and maintain the district's clubhouse. Protection 1 monthly security costs are recorded here.

**R&M-Fence**

Costs to repair and maintain the fencing throughout the district.

**R&M-Pools**

Chemicals purchased to maintain the district's pools.

**R&M-Fitness Equipment**

Costs to repair and maintain the district's fitness equipment within the clubhouse.

**Budget Narrative**  
Fiscal Year 2020

<b>EXPENDITURES</b>
---------------------

**Parks and Recreation - General** (continued)

**R&M-Pressure Washing**

Pressure washing services throughout the district provided as needed.

**R&M-Parks and Facilities**

Repair and maintenance costs for district parks and facilities.

**Office Supplies**

Office supply costs reimbursed to Inframark Infrastructure Management Services.

**Clubhouse Cleaning Service G&A**

Cleanwel provides cleaning services for the district.

**Dues, Licenses, Subscriptions**

Pool permits.

**Reserves**

**Reserves**

Funds to be earmarked for future capital expenditures.

**Exhibit "A"**  
Allocation of Fund Balances

**AVAILABLE FUNDS**

	<u>Amount</u>
Beginning Fund Balance - Fiscal Year 2020	\$ 932,924
Net Change in Fund Balance - Fiscal Year 2020	-
Reserves - Fiscal Year 2020 Additions	79,100
<b>Total Funds Available (Estimated) - 9/30/2020</b>	<b>1,012,024</b>

**ALLOCATION OF AVAILABLE FUNDS**

***Assigned Fund Balance***

Operating Reserve - First Quarter Operating Capital		244,991 <sup>(1)</sup>
Reserves - Other (Prior Year)	75,307	
Reserves - Other (FY 2020)	79,100	154,407
	Subtotal	399,398
<b>Total Allocation of Available Funds</b>		<b>399,398</b>

<b>Total Unassigned (undesignated) Cash</b>	<b>\$ 612,626</b>
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**Notes**

(1) Represents approximately 3 months of operating expenditures



**Concorde Estates**  
**Community Development District**

**Debt Service Budgets**  
**Fiscal Year 2020**

**Summary of Revenues, Expenditures and Changes in Fund Balances**  
Fiscal Year 2020 Approved Tentative Budget

ACCOUNT DESCRIPTION	ADOPTED BUDGET FY 2019	ACTUAL THRU APR-2019	PROJECTED MAY - SEP-2019	TOTAL PROJECTED FY 2019	ANNUAL BUDGET FY 2020
<b>REVENUES</b>					
Interest - Investments	\$ -	\$ 7,286	\$ 5,204	\$ 12,490	\$ 5,163
Special Assmnts- Tax Collector	512,659	442,025	70,634	512,659	516,263
Special Assmnts- Prepayment	-	309,596	-	309,596	-
Special Assmnts- CDD Collected	-	2,073	-	2,073	25,465
Special Assmnts- Discounts	-	(16,259)	-	(16,259)	(20,651)
<b>TOTAL REVENUES</b>	<b>512,659</b>	<b>744,721</b>	<b>75,838</b>	<b>820,559</b>	<b>526,240</b>
<b>EXPENDITURES</b>					
<i>Administrative</i>					
Misc-Assessmnt Collection Cost	-	8,515	1,413	9,928	10,325
Misc-Bad Debt	-	-	-	-	-
<b>Total Administrative</b>	<b>-</b>	<b>8,515</b>	<b>1,413</b>	<b>9,928</b>	<b>10,325</b>
<i>Debt Service</i>					
Principal Debt Retirement A-1	-	-	125,000	125,000	130,000
Principal Debt Retirement A-2	-	85,000	65,000	150,000	75,000
Interest Expense Series A-1	-	100,913	100,913	201,826	194,513
Interest Expense Series A-2	-	64,789	58,208	122,997	112,613
DS Costs-Miscellaneous	512,659	-	-	-	-
<b>Total Debt Service</b>	<b>512,659</b>	<b>250,702</b>	<b>349,120</b>	<b>599,822</b>	<b>512,125</b>
<b>TOTAL EXPENDITURES</b>	<b>512,659</b>	<b>259,217</b>	<b>350,533</b>	<b>609,750</b>	<b>522,450</b>
Excess (deficiency) of revenues					
Over (under) expenditures	-	485,504	(274,694)	210,810	3,789
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating Transfers-Out	-	(1,480)	-	(1,480)	-
Contribution to (Use of) Fund Balance	-	-	-	-	3,789
<b>TOTAL OTHER SOURCES (USES)</b>	<b>-</b>	<b>(1,480)</b>	<b>-</b>	<b>(1,480)</b>	<b>3,789</b>
Net change in fund balance	-	484,024	(274,694)	209,330	3,789
<b>FUND BALANCE, BEGINNING</b>	<b>(2,386,459)</b>	<b>(2,386,459)</b>	<b>-</b>	<b>(2,386,459)</b>	<b>(2,177,129)</b>
<b>FUND BALANCE, ENDING</b>	<b><u>\$(2,386,459)</u></b>	<b><u>\$(1,902,435)</u></b>	<b><u>\$(274,694)</u></b>	<b><u>\$(2,177,129)</u></b>	<b><u>\$(2,173,340)</u></b>

## Community Development District

**Debt Amortization  
Series 2011 A-1 Capital Improvement Revenue Bonds**

<b>Date</b>	<b>Principal</b>	<b>Prepayments</b>	<b>5.85% Interest</b>	<b>Principial Balance</b>
11/1/2019			97,256	3,325,000
5/1/2020	130,000		97,256	3,325,000
11/1/2020			93,454	3,195,000
5/1/2021	140,000		93,454	3,195,000
11/1/2021			89,359	3,055,000
5/1/2022	145,000		89,359	3,055,000
11/1/2022			85,118	2,910,000
5/1/2023	155,000		85,118	2,910,000
11/1/2023			80,584	2,755,000
5/1/2024	165,000		80,584	2,755,000
11/1/2024			75,758	2,590,000
5/1/2025	175,000		75,758	2,590,000
11/1/2025			70,639	2,415,000
5/1/2026	185,000		70,639	2,415,000
11/1/2026			65,228	2,230,000
5/1/2027	195,000		65,228	2,230,000
11/1/2027			59,524	2,035,000
5/1/2028	205,000		59,524	2,035,000
11/1/2028			53,528	1,830,000
5/1/2029	220,000		53,528	1,830,000
11/1/2029			47,093	1,610,000
5/1/2030	230,000		47,093	1,610,000
11/1/2030			40,365	1,380,000
5/1/2031	245,000		40,365	1,380,000
11/1/2031			33,199	1,135,000
5/1/2032	260,000		33,199	1,135,000
11/1/2032			25,594	875,000
5/1/2033	275,000		25,594	875,000
11/1/2033			17,550	600,000
5/1/2034	290,000		17,550	600,000
11/1/2034			9,068	310,000
5/1/2035	310,000		9,068	310,000
<b>Totals</b>	<b>\$3,325,000</b>		<b>\$1,886,625</b>	

## Community Development District

**Debt Amortization**  
**Series 2011 A-2 Capital Improvement Revenue Bonds**

<b>Date</b>	<b>Principal</b>	<b>Prepayments</b>	<b>5.85% Interest</b>	<b>Principal Balance</b>
11/1/2019			56,306	1,925,000
5/1/2020	75,000		56,306	1,850,000
11/1/2020			54,113	1,850,000
5/1/2021	80,000		54,113	1,770,000
11/1/2021			51,773	1,770,000
5/1/2022	85,000		51,773	1,685,000
11/1/2022			49,286	1,685,000
5/1/2023	90,000		49,286	1,595,000
11/1/2023			46,654	1,595,000
5/1/2024	95,000		46,654	1,500,000
11/1/2024			43,875	1,500,000
5/1/2025	100,000		43,875	1,400,000
11/1/2025			40,950	1,400,000
5/1/2026	110,000		40,950	1,290,000
11/1/2026			37,733	1,290,000
5/1/2027	115,000		37,733	1,175,000
11/1/2027			34,369	1,175,000
5/1/2028	120,000		34,369	1,055,000
11/1/2028			30,859	1,055,000
5/1/2029	125,000		30,859	930,000
11/1/2029			27,203	930,000
5/1/2030	135,000		27,203	795,000
11/1/2030			23,254	795,000
5/1/2031	140,000		23,254	655,000
11/1/2031			19,159	655,000
5/1/2032	150,000		19,159	505,000
11/1/2032			14,771	505,000
5/1/2033	160,000		14,771	345,000
11/1/2033			10,091	345,000
5/1/2034	170,000		10,091	175,000
11/1/2034			5,119	175,000
5/1/2035	175,000		5,119	-
<b>Totals</b>	<b>\$1,925,000</b>	<b>\$0</b>	<b>\$1,091,025</b>	

**Budget Narrative**  
Fiscal Year 2020

**REVENUES**

**Interest-Investments**

The District earns interest income on their trust accounts with US Bank.

**Special Assessments-Tax Collector**

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District to pay for the debt service expenditures during the Fiscal Year.

**Special Assessments-CDD Collected**

The District will directly bill for assessments due on parcels not placed on the tax roll.

**Special Assessments-Discounts**

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

**EXPENDITURES**

**Administrative**

**Miscellaneous-Assessment Collection Cost**

The District reimburses the Osceola County Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budget for collection costs was based on a maximum of 2% of the anticipated assessment collections.

**Debt Service**

**Principal Debt Retirement**

Principal payments due on the series 2011 A-1 and A-2 bond paid on May 1.

**Interest Expense**

Interest payments due on the series 2011 A-1 and A-2 bond paid on November 1 and May 1.

**Concorde Estates**  
**Community Development District**

**Supporting Budget Schedules**  
**Fiscal Year 2020**

**Comparison of Non-Ad Valorem Assessment Rates  
Fiscal Year 2020 vs. Fiscal Year 2019**

Product	General Fund			Series 2011 A-1 Debt Service			Series 2011 A-2 Debt Service			Total		
	FY 2020	2019	Percent Change	FY 2020	2019	Percent Change	FY 2020	2019	Percent Change	FY 2020	2019	Percent Change
Townhouse	\$ 1,543.62	959.16	60.9%	\$852.45	852.45	0.0%	\$0.00	\$0.00	n/a	\$2,396.07	\$1,811.61	32.3%
Single Family 65'	\$ 1,734.22	1278.87	35.6%	\$1,136.60	1136.6	0.0%	\$0.00	\$0.00	n/a	\$2,870.82	\$2,415.47	18.9%
Single Family 75'	\$ 1,758.60	1470.71	19.6%	\$1,307.09	1307.09	0.0%	\$0.00	\$0.00	n/a	\$3,065.69	\$2,777.80	10.4%
Single Family 90'	\$ 1,795.55	1790.42	0.3%	\$1,591.24	1591.24	0.0%	\$0.00	\$0.00	n/a	\$3,386.79	\$3,381.66	0.2%
Single Family 40'	\$ 1,677.31	1150.99	45.7%	\$0.00	\$0.00	n/a	\$600.00	\$600.00	0.0%	\$2,277.31	\$1,750.99	30.1%
Single Family 65'	\$ 1,734.22	1278.87	35.6%	\$0.00	\$0.00	n/a	\$700.00	\$700.00	0.0%	\$2,434.22	\$1,978.87	23.0%
Single Family 75'	\$ 1,758.60	1470.71	19.6%	\$0.00	\$0.00	n/a	\$805.00	\$805.00	0.0%	\$2,563.60	\$2,275.71	12.7%
Single Family 90'	\$ 1,795.55	1790.42	0.3%	\$0.00	\$0.00	n/a	\$980.00	\$980.00	0.0%	\$2,775.55	\$2,770.42	0.2%
Single Family 100'	\$ 1,828.76	1918.31	-4.7%	\$0.00	\$0.00	n/a	\$1,050.00	\$1,050.00	0.0%	\$2,878.76	\$2,968.31	-3.0%

**4B**



**RESOLUTION 2019-06**  
**A RESOLUTION OF THE BOARD OF SUPERVISORS OF**  
**CONCORDE ESTATES COMMUNITY DEVELOPMENT**  
**DISTRICT ADOPTING A REVISED OPERATIONS AND**  
**MAINTENANCE ASSESSMENT METHODOLOGY REPORT**  
**AND PROVIDING FOR SEVERABILITY, CONFLICTS, AND**  
**AN EFFECTIVE DATE**

**WHEREAS**, the Concorde Estates Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes;

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the District to adopt resolutions as may be necessary for the conduct of District business;

**WHEREAS**, Section 190.012(d)(2), Florida Statutes, authorizes the District to finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate, and maintain systems, facilities, and basic infrastructures;

**WHEREAS**, the District is authorized by Chapters 170 and 190, Florida Statutes, to levy operations and maintenance special assessments to pay the cost of the maintenance of the improvements (the “O&M Assessments”), as provided in Chapters 170 and 190, Florida Statutes;

**WHEREAS**, it is beneficial to the District and the affected property owners that the O&M Assessments be assessed against the benefited properties within the District in accordance with the methodology described in the Operations and Maintenance Assessment Methodology Report for Concorde Estates Community Development District, dated March 18, 2019, prepared by Real Estate Econometrics, Inc. (the “Assessment Report”), a copy of which is attached as Exhibit “A” to this resolution;

**WHEREAS**, the levying of the O&M Assessments serves a proper, essential, and valid public purpose;

**WHEREAS**, the Board determined to levy the O&M Assessments on the benefited properties in accordance with the methodology described in the Assessment Report.

**WHEREAS**, as required by Section 170.07, Florida Statutes, upon completion of the preliminary assessment roll, the Board fixed the time and place for the public hearing at which owners of the property to be assessed and other persons interested therein may appear before the Board and be heard as to the (i) propriety and advisability of the O&M Assessments (ii) the cost thereof, (iii) the manner of payment therefore, and (iv) the amount thereof to be assessed against each specially benefitted property.

**WHEREAS**, at the time and place specified, the Board met as an equalization board, conducted such public hearing and heard and considered all comments and complaints as to the

matters described above, and based thereon, has made such modifications in the preliminary assessment roll as it deems desirable in the making of the final assessment roll;

**WHEREAS**, having considered the estimates of maintenance of improvements costs, and all complaints and evidence presented at such public hearing, the Board finds and determines that the costs of the O&M Assessments is as specified in the Assessment Report and the amount of such costs is reasonable and proper;

**WHEREAS**, it is reasonable and proper, just and right to assess the cost of the O&M Assessments against the properties specially benefited thereby using the methods determined by the Board as outlined under the Assessment Report;

**WHEREAS**, the O&M Assessments will constitute a special and peculiar benefit to all parcels of real property listed on the final assessment roll set forth in the Assessment Report and that the benefit, in the case of each such parcel, will be equal to or in excess of the special assessments thereon; and

**WHEREAS**, it is desirable that the O&M Assessments be paid and collected as herein provided.

**Now, therefore, be it resolved by the Board of Supervisors of Concorde Estates Community Development District as follows:**

**Section 1.** All the above-provided whereas clauses are true and correct and incorporated as a dispositive part of this resolution.

**Section 2.** This resolution is adopted pursuant to, and exercising the District Board's authority to use provisions of, Chapter 190, Florida Statutes and Chapter 170, Florida Statutes, and applicable and current Florida law.

**Section 3.** The Assessment Methodology Report and the O&M Assessments are hereby authorized and approved and the proper officers, employees, and agents of the District are hereby authorized and directed to take such further action as may be necessary or desirable to cause the same to be assessed herein.

**Section 4.** The O&M Assessments are the methodology described are hereby equalized, approved, confirmed, and levied. Promptly following the adoption of this resolution, those Assessments shall be recorded by the Secretary of the Board of the District in a special book. The O&M Assessments against the benefited parcels shown on such final assessment roll and interest and penalties thereon, as hereafter provided, shall be and shall remain a legal, valid and binding first lien on such benefited parcels until paid; such lien shall be coequal with the lien of all state, county, district and municipal taxes and special assessments, and superior in dignity to all other liens, titles, and claims.

**Section 5.** For certain parcels, the District anticipates using the "uniform method for the levy, collection and enforcement of non-ad valorem assessment" as provided by Chapter 197,

Florida Statutes, for the collection of certain of the O&M Assessment, but the District reserves the right to collect assessments without use of the uniform method of collection on those parcels of property not owned by the end user. For the parcels collected by the uniform method as detailed in Chapter 197, Florida Statutes, the O&M Assessments shall be subject to all collection provisions to which non-ad valorem assessments must be subject in order to qualify for collection pursuant to Chapter 197, Florida Statutes, as such provisions now exist and as they may exist from time to time hereafter in Chapter 197 or in the corresponding provision of subsequent laws. Without limiting the foregoing, at the present time such collection provisions include provisions relating to discount for early payment, prepayment by installment method, deferred payment, penalty for delinquent payment, and issuance and sale of tax certificates and tax deeds for non-payment. For collection of non ad valorem assessments on parcels not owned by the end user, whereby the uniform method of collection will not be utilized, the District may utilize all collection and enforcement methods available at law including foreclosure for non-payment.

**Section 6.** If any section or any part of a section of this resolution is declared invalid or unconstitutional, the validity, force, and effect of any other section or part of a section of this resolution shall not thereby be affected or impaired unless it clearly appears that such other section or part of a section of this Resolution is wholly or necessarily dependent upon the section or part of a section so held to be invalid of unconstitutional.

**Section 7.** This Resolution shall be construed to the maximum extent possible to give full force and effect to the provisions of the resolution. All District resolutions or parts thereof in actual conflict with this Resolution are, to the extent of such conflict, superseded and repealed.

**Section 8.** This Resolution shall become effective upon its adoption.

APPROVED and ADOPTED this 24th day of July, 2019.

## CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT

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Board of Supervisors, Chairman

Attest:

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District Manager

# **2019 OPERATIONS AND MAINTENANCE ASSESSMENT METHODOLOGY REPORT**

## **CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT**

**March 18, 2019**

**Prepared for**

**Board of Supervisors  
Concorde Estates Community Development District**

**Prepared by**

**Real Estate Econometrics, Inc.  
707 Orchid Drive, Suite 100  
Naples, FL 34102  
REE-I.com**



## **1.0 Introduction**

### **1.1 Purpose**

This 2019 Operations and Maintenance Assessment Methodology Report (the “2019 O&M Assessment Methodology Report”) supplements the Series 2011S Assessment Allocation Report (the “Debt Service Assessment Methodology Reports”) dated July 8, 2011 and revised October 28, 2015 that were used to calculate the operations & maintenance assessments for the Concorde Estates Community Development District (“District”). The 2019 O&M Assessment Methodology Report allocates the Fiscal Year 2018-2019 Operations and Maintenance Budget (“2018 Budget”) into benefit measurement categories to allow for the determination of special and peculiar benefits to each property within District boundaries. The 2019 O&M Assessment Report allocates the 2018 Budget and future budgets as prescribed unless changes are made to the various product types or budget line items by the District.

The Methodology described herein has two goals: (1) determining the special and peculiar benefits that flow to the properties in the District as a logical connection from the operations and maintenance of the infrastructure systems and facilities constituting enhanced use and increased enjoyment of the property; and (2) apportion the special benefits on a basis that is fair and reasonable.

The Methodology herein sets forth a framework to allocate the budget and apportion the special and peculiar benefits from the 2018 Budget and future budgets funded from and secured by non-ad valorem special assessments (the “Assessments”) imposed and levied on the residential properties within the District. Any non-ad valorem special assessments imposed on the residential properties within the District will constitute liens, co-equal with the liens of State, County, municipal and school board taxes, against properties within the boundary of the District that receive special benefits from the District’s budget.

Real Estate Econometrics, Inc. (“Methodology Consultant”), was selected to develop this methodology and has prepared this report, which is designed to conform to the requirements of the Florida Constitution, Chapters 170, 190 and 197, F.S. with respect to the Assessments and is consistent with our understanding of the case law on this subject.

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## 1.2 Background

The District encompasses +/- 370.44-acres with frontage on Pleasant Hill Road in Osceola County, Florida. The District has 586 residential units within its boundary and is responsible for the operations and maintenance of the District's infrastructure including but not limited to storm water management system, lakes, irrigation distribution system, right of way maintenance, clubhouse and recreation, landscaping, wetlands maintenance and reserves.

Table 1 below outlines the Concorde Estates residential development program ("Residential Development Program") within the District.

**Table 1. Concorde Estates Land Development Program**

<b>LOT SIZE</b>	<b>UNITS</b>
Townhouse	66
Single Family 40'	64
Single Family 65'	210
Single Family 75'	133
Single Family 90'	92
Single Family 100'	21
	586

Source: District Lien Roll

## 1.3 Use of Specific Numbers within the Tables of the Supplemental Methodology

Great diligence has been used to define the components of the Land Development Program defined in Table 1, the FY 2018-2019 Budget shown in Appendix A and the assessment allocation shown in Tables 2 and 3 through 9. The Land Development Program, the FY 2018-2019 Budget and the resulting assessment calculation method are finalized in this report.

## 2.0 Operations and Maintenance Assessment Requirements

### 2.1 Requirements of a Valid Assessment Methodology

Valid special assessments under Florida law have two requirements. First, the properties assessed must receive a special and peculiar benefit as a logical connection from the systems and services constituting improvements. The courts recognize the special benefits which flow as a logical connection peculiar to the property as enhanced enjoyment and increased use of the property which in turn may result in decreased insurance premiums, increased value and marketability. Second, the assessments must be fairly and reasonably apportioned in relation to the benefit received by the various properties being assessed.

If these two tests for lienability are determined in a manner that is informed and non-arbitrary by the Board of Supervisors of the District, as a legislative determination, then the special assessments may be levied, imposed and collected as co-equal first liens on the property. Florida courts have found that it is not necessary to calculate benefit with mathematical precision at the time of imposition and levy so long as the levying and imposition process is not arbitrary, capricious, or unfair.

## 2.2 Special and Peculiar Benefit to the Property

The operations and maintenance of District improvements undertaken by the District create both special benefits and general benefits. However, the general benefits to the public at large are incidental in nature and are readily distinguishable from the special and peculiar benefits which flow as a logical connection from the systems, facilities and services to property within the District in order to develop such property and use it for residential and other purposes. Absent the construction or provision of the District's infrastructure, there would be no infrastructure to support development of land within the District and such development would be prohibited by law.

While the general public and property owners outside the District will benefit from the operations and maintenance and provision of District infrastructure, these benefits are incidental to the benefits derived from property within the District which is dependent upon the District's infrastructure to develop the property within such boundaries. This fact alone clearly distinguishes the special and peculiar benefits which District properties receive compared to those properties lying outside of the District's boundaries and establishes that the infrastructure has a nexus to the value and the use and enjoyment of the lands within the District along with the need to operate and maintain the District's infrastructure.

## 2.3 Reasonable and Fair Apportionment of the Duty to Pay

The special and peculiar benefits from the operations and maintenance of the District's infrastructure have been determined and apportioned to each developable unit as provided in this 2019 O&M Assessment Methodology Report.

The duty to pay the non-ad valorem special assessments is fairly and reasonably allocated because the special and peculiar benefits to the property flowing from the operations and maintenance of the District's infrastructure (and the concomitant responsibility for the funding of the resultant and apportioned District budget) have been allocated to the property according to the reasonable estimates of the special and peculiar benefits including enhanced enjoyment and increased use, which may result in such positive consequences as increased value and marketability and decreased insurance premiums and conferred on the land as provided by the operations and maintenance of the District's infrastructure for the reasons set forth above.

Accordingly, no property within the District will be assessed for the payment of any non-ad valorem special assessment pursuant to this 2019 O&M Assessment Methodology Report in an amount greater than the determined special benefit peculiar to that property and having a nexus to the value of the property or the use and enjoyment thereof.

### **3.0 Concorde Estates CDD Assessment Determination**

#### **3.1 The Assessment Determination Process**

Determining the assessments per product type begins by identifying all of the product types within the District Boundaries that are receiving benefit from the operations and maintenance of the District's capital improvements. The product types receiving benefit were previously identified in Table 1.

The second element in the assessment determination process is allocating the operations and maintenance budget into benefit determination categories and that will be assessed to the benefitting properties.

The Consultant reviewed the Operations & Maintenance budget to ascertain the benefit determination categories. The budget was reviewed line item by line item. There were four (4) categories of benefit measurement used to determine the amount of the line item expense to be used in the assessment calculations. Just over 65% of the budget was determined to be shared equally among all product types, 14% apportioned by Equivalent Residential Unit ("ERU"), 2% based on impervious surface flow off a property and 19% on trip generation by product type.

Some of the budget line items such as landscape maintenance, irrigation repair, landscape replacement plus annual mulching and tree trimming were allocated between benefit categories based on the percentage of acreage in the road right of ways and in common areas. The Consultant used Osceola County Property Appraiser ("Property Appraiser") data to determine that the District owned right of way land is comprised of 16.27 percent of the acreage in right of ways and 83.73 percent in common areas.

The line item expense determination can be found in Appendix A.

With the product types identified and the budget allocation defined, the Methodology Consultant next determined the measurement figure by product type for each benefit measurement category.

The total number of units in the District divided into the shared equally benefit category was used for the equal apportionment category. Budget line items included in this category were legislative, financial & administrative, legal counsel, security operations, a portion of the other physical environment category, parks & recreation, special events and contingency categories. The Consultant's experience with many CDD budgets has shown that these categories are available for use for all residents on an equal basis.



The water-sewer combination services category is generally tied to the size of the residential unit. The Consultant used an ERU measurement for this category where by the middle size lot was given an ERU of 1.0 as the base then larger units were given a slightly larger ERU factor and smaller units were given a slightly smaller ERU factor.

The water management line items are tied to the impervious (non-penetrating) surface of each product type. The Consultant again used Property Appraiser data to determine the impervious surface of each product type by taking representative samples of each homesite size and their gross building category in the data to calculate the percentage of surface area that is impervious for each product type.

Finally, for budget line items related to the District road rights of way as calculated from the property appraiser data such as landscape medians, streetlighting, etc., trip generation measurements from the Institute of Traffic Engineers (“ITE”) studies as used by the Florida Department of Transportation (“FDOT”) were used to calculate the benefit measurement of each product type.

The benefit measurement figures used for each District product type is shown in Table 2 below.

**Table 2. Concorde Estates CDD Product Type Benefit Measurement Figures**

LOT SIZE	UNITS	ERUs	AVERAGE ACRE/UNIT	IMPERVIOUS SURFACE	DAILY TRIPS PER UNIT
Townhouse	66	0.70	0.068	78.1%	5.81
Single Family 40'	64	0.80	0.102	50.7%	9.57
Single Family 65'	210	1.00	0.190	38.9%	9.57
Single Family 75'	133	1.10	0.185	42.6%	9.57
Single Family 90'	92	1.25	0.237	36.6%	9.57
Single Family 100'	21	1.35	0.449	23.4%	9.57
	586				

Source: Methodology Consultant and Osceola County Property Appraiser

The allocated budget categories and their benefit measurement are shown in Appendix A. To simplify the calculation, the Consultant has consolidated the budget into the four benefit measurement categories in the following Table 3:

**Table 3. Concorde Estates CDD Budget Allocation by Benefit Measurement**

MEASUREMENT	BUDGET
Shared Equally	\$523,782
ERU	110,750
Impervious Surface	13,812
Trip Generation	154,617
	<b>\$802,961</b>

Source: Methodology Consultant

With the property type benefit measure figures calculated and the budget allocated by benefit measure categories, the next step is to determine the assessment apportionment for each product type by the budget's allocated benefit measurement category. The first category to be apportioned to product type is the equal benefit category. The shared equally budget allocation is divided by the total number of residential units to obtain the equal benefit apportionment. Table 4 below shows the product type and per unit apportionment calculations.

**Table 4. Concorde Estates CDD Equal Benefit Assessment Calculation**

<b>EQUAL BENEFIT</b>		<b>\$523,782.05</b>	
	<b>UNITS</b>	<b>APPORTIONMENT</b>	<b>APPORTIONMENT PER UNIT</b>
Townhouse	66	\$58,992.52	\$893.83
Single Family 40'	64	\$57,204.87	\$893.83
Single Family 65'	210	\$187,703.47	\$893.83
Single Family 75'	133	\$118,878.86	\$893.83
Single Family 90'	92	\$82,231.99	\$893.83
Single Family 100'	21	\$18,770.35	\$893.83
	<b>586</b>	<b>\$523,782.05</b>	

Source: Methodology Consultant

The next benefit category is the ERU benefit measurement budget category. The Consultant used the ERU multipliers in Table 2 and multiplied them by the number of units in each product category to obtain a total number of ERUs in the District. The Consultant then took each of the product type ERU totals and divided them by the total number of District ERUs to calculate the percentage of each product type ERUs to the total District ERUs. The total budget for that benefit measurement was multiplied by the percentage of product type ERUs and then divided by the number of units per product type to calculate the assessment for each unit as shown in Table 5 below.

**Table 5. Concorde Estates CDD ERU Assessment Calculation**

<b>EQUALIVANT RESIDENTIAL UNIT</b>		<b>\$110,750.00</b>				
	<b>UNITS</b>	<b>ERU/UNIT</b>	<b>TOTAL ERUs</b>	<b>PERCENT ERUs</b>	<b>BUDGET APPORTIONMENT</b>	<b>APPORTIONMENT PER UNIT</b>
Townhouse	66	0.70	46.20	7.7%	\$8,569.89	\$129.85
Single Family 40'	64	0.80	51.20	8.6%	\$9,497.36	\$148.40
Single Family 65'	210	1.00	210.00	35.2%	\$38,954.02	\$185.50
Single Family 75'	133	1.10	146.30	24.5%	\$27,137.97	\$204.04
Single Family 90'	92	1.25	115.00	19.3%	\$21,331.97	\$231.87
Single Family 100'	21	1.35	28.35	4.7%	\$5,258.79	\$250.42
	<b>586</b>		<b>597.05</b>	<b>100.0%</b>	<b>\$110,750.00</b>	

Source: Methodology Consultant

Water management benefit assessment is calculated by taking the percentage of impervious surface from a property appraiser data representative sample for each product type and the representative property type size from the property appraiser data to calculate the number of acres and the percentage of impervious surface for those representative samples. The Consultant then added up all the total product type acreage and divided the individual product type acreage to determine each product type's percentage of the total acreage. The total water management budget category amount was multiplied by each individual product type percentages and then divided by the number of units in each product type category to determine the apportioned assessment for each residential unit as shown in Table 6 below.

**Table 6. Concorde Estates CDD Water Management Assessment Calculation**

<b>WATER MANAGEMENT</b>		<b>\$13,812.00</b>						
	<b>UNITS</b>	<b>AVERAGE ACRE/UNIT</b>	<b>TOTAL ACRES</b>	<b>IMPERVIOUS %</b>	<b>IMPERVIOUS ACRES</b>	<b>PERCENT ACRES</b>	<b>BUDGET APPORTION</b>	<b>APPORTION PER UNIT</b>
Townhouse	66	0.068	4.49	78.1%	3.51	8.15%	\$1,125.77	\$17.06
Single Family 40'	64	0.102	6.53	50.7%	3.31	7.70%	\$1,063.00	\$16.61
Single Family 65'	210	0.190	39.90	38.9%	15.52	36.09%	\$4,985.02	\$23.74
Single Family 75'	133	0.185	24.61	42.6%	10.48	24.37%	\$3,366.49	\$25.31
Single Family 90'	92	0.237	21.80	36.6%	7.98	18.56%	\$2,563.08	\$27.86
Single Family 100'	21	0.449	9.43	23.4%	2.21	5.13%	\$708.64	\$33.74
	<b>586</b>		<b>106.75</b>		<b>43.00</b>	<b>100.00%</b>	<b>\$13,812.00</b>	

Source: Methodology Consultant

The final benefit measurement category to be apportioned is the trip generation category. As noted earlier in this report, trip generation measurements from the Institute of Traffic Engineers ("ITE") studies as used by the Florida Department of Transportation ("FDOT") were used to calculate the benefit assessment of each product type budget line items such as landscape medians, streetlighting, etc., related to the District road rights of way as calculated from the property appraiser data.

Much like the ERU and water management categories, the ITE trip per day figure was multiplied by the number of units in each product category to determine the total number of daily trips by product category. Next all of the trips were totaled then divided into the number of trips in each product category to calculate the percentage of total trips by each product category. Those percentages are used to determine the amount of the total trip generation budget goes to each product category. Those amounts are then divided by the number of units in each product type to determine the apportioned assessment for each residential unit as shown in Table 7 on the next page.

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**Table 7. Concorde Estates CDD Trip Generation Assessment Calculation**

<b>RIGHT-OF-WAY MAINTENANCE    \$154,616.95</b>						
	<b>UNITS</b>	<b>DAILY TRIPS PER UNIT</b>	<b>TOTAL DAILY TRIPS</b>	<b>PERCENT OF TOTAL TRIPS</b>	<b>BUDGET APPORTION</b>	<b>APPORTION PER UNIT</b>
Townhouse	66	5.81	383.46	7.15%	\$11,061.75	\$167.60
Single Family 40'	64	9.57	612.48	11.43%	\$17,668.33	\$276.07
Single Family 65'	210	9.57	2,009.70	37.50%	\$57,974.22	\$276.07
Single Family 75'	133	9.57	1,272.81	23.75%	\$36,717.00	\$276.07
Single Family 90'	92	9.57	880.44	16.43%	\$25,398.23	\$276.07
Single Family 100'	21	9.57	200.97	3.75%	\$5,797.42	\$276.07
	<b>586</b>		<b>5,359.86</b>	<b>100.00%</b>	<b>\$154,616.95</b>	

Source: Methodology Consultant

Table 8 below shows the total assessment apportionment by product type.

**Table 8. Concorde Estates CDD Trip Total Assessment Calculation**

<b>LOT SIZE</b>	<b>UNITS</b>	<b>EQUAL BENEFIT APPORTION</b>	<b>ERU APPORTION</b>	<b>WATER MANAGEMENT APPORTION</b>	<b>RIGHT OF WAY APPORTION</b>	<b>TOTAL ASSESSMENT PER UNIT</b>	<b>TOTAL PRODUCT TYPE ASSESSMENT</b>
Townhouse	66	\$893.83	\$129.85	\$17.06	\$167.60	\$1,208.33	\$79,749.92
Single Family 40'	64	\$893.83	\$148.40	\$16.61	\$276.07	\$1,334.90	\$85,433.56
Single Family 65'	210	\$893.83	\$185.50	\$23.74	\$276.07	\$1,379.13	\$289,616.73
Single Family 75'	133	\$893.83	\$204.04	\$25.31	\$276.07	\$1,399.25	\$186,100.33
Single Family 90'	92	\$893.83	\$231.87	\$27.86	\$276.07	\$1,429.62	\$131,525.27
Single Family 100'	21	\$893.83	\$250.42	\$33.74	\$276.07	\$1,454.06	\$30,535.20
	<b>586</b>						<b>\$802,961.00</b>

Source: Methodology Consultant

The Consultant has prepared Table 9 below to compare this methodology to the current master O&M methodology assessments and to a proposed equal assessment methodology for reference.

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**Table 9. Concorde Estates CDD Assessment Comparison**

LOT SIZE	UNITS	TOTAL ASSESSMENT PER UNIT	CURRENT ASSESSMENT PER UNIT	VARIANCE FROM CURRENT ASSESSMENT	EQUAL ASSESSMENT PER UNIT	VARIANCE FROM EQUAL ASSESSMENT
Townhouse	66	\$1,208.33	\$955.38	\$252.95	\$1,370.24	(\$161.91)
Single Family 40'	64	\$1,334.90	\$1,146.45	\$188.45	\$1,370.24	(\$35.34)
Single Family 65'	210	\$1,379.13	\$1,273.83	\$105.30	\$1,370.24	\$8.89
Single Family 75'	133	\$1,399.25	\$1,464.91	(\$65.66)	\$1,370.24	\$29.01
Single Family 90'	92	\$1,429.62	\$1,783.36	(\$353.74)	\$1,370.24	\$59.38
Single Family 100'	21	\$1,454.06	\$1,910.75	(\$456.69)	\$1,370.24	\$83.82
	586					

Source: Methodology Consultant

**4.0 Covenant to Pay**

All assessments levied run with the land. The owner of record at the time the annual assessment roll is developed will have the responsibility to make the annual operations and maintenance assessment payments.

**5.0 Methodology Use**

This Methodology Report provides the mathematical calculation to determine the assessment allocation by product type in order to fund the Concorde Estates Community Development District's Operations and Maintenance budget each fiscal year. The District's Fiscal Year 2017-2018 Budget was used as an example to show how the budget is apportioned and the assessments allocated by product type. The assessments will change from fiscal year to fiscal year depending on changes to the budget line items.

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## APPENDIX A

# CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT FY 2018-19 OPERATIONS & MAINTENANCE BUDGET

CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT		BENEFIT MEASUREMENT			
Chart of Accounts Classification	Budget for 2018/2019	SHARED EQUALLY	ERU	FLOW	TRIP GENERATION
<b>EXPENDITURES - ADMINISTRATIVE</b>					
<b>Legislative</b>					
Supervisor Fees	\$ 14,000	\$ 14,000			
<b>Financial &amp; Administrative</b>					
District Management	\$ 102,730	\$ 102,730			
District Engineer	\$ 15,000	\$ 15,000			
Trustees Fees	\$ 10,000	\$ 10,000			
Auditing Services	\$ 3,900	\$ 3,900			
Arbitrage Rebate Calculation	\$ 1,000	\$ 1,000			
Public Officials Liability Insurance	\$ 3,025	\$ 3,025			
Legal Advertising	\$ 1,800	\$ 1,800			
Dues, Licenses & Fees	\$ 425	\$ 425			
<b>Legal Counsel</b>					
District Counsel	\$ 13,000	\$ 13,000			
<b>Administrative Subtotal</b>	<b>\$ 164,880</b>				
<b>EXPENDITURES - FIELD OPERATIONS</b>					
<b>Security Operations</b>					
Security Services and Patrols	\$ 46,850	\$ 46,850			
Guard & Gate Facility Maintenance	\$ 492	\$ 492			
<b>Electric Utility Services</b>					
Utility Services	\$ 16,000	\$ 16,000			
Street Lights	\$ 125,000				\$ 125,000
Utility - Recreation Facilities	\$ 12,250	\$ 12,250			
<b>Water-Sewer Combination Services</b>					
Utility Services	\$ 110,000		\$ 110,000		
Utility - Irrigation - Backflow Testing/Repairs	\$ 750		\$ 750		
<b>Stormwater Control</b>					
Aquatic Maintenance	\$ 6,312			\$ 6,312	
Fountain Service Repairs & Maintenance	\$ 2,500			\$ 2,500	
Lake/Pond Bank Maintenance	\$ 5,000			\$ 5,000	
<b>Other Physical Environment</b>					
Property Insurance/General Liability Insurance	\$ 12,158	\$ 12,158			
Entry & Walls Maintenance	\$ 4,000	\$ 4,000			
Landscape Maintenance	\$ 151,497	\$ 126,843			\$ 24,654
Ornamental Lighting & Maintenance	\$ 500	\$ 500			
Holiday Decorations	\$ 1,500	\$ 1,500			
Irrigation Repairs	\$ 3,500	\$ 2,930			\$ 570
Landscape Replacement Plants, Shrubs, Trees	\$ 10,000	\$ 8,373			\$ 1,627
Annual Mulching & Tree Trimming	\$ 17,000	\$ 14,234			\$ 2,766
<b>Parks &amp; Recreation</b>					
Pressure Clean Pool Deck	\$ 500	\$ 500			
Pool Permits	\$ 675	\$ 675			
Maintenance & Repair - Park Fencing	\$ 7,500	\$ 7500			
Gate Maintenance & Repairs	\$ 1,250	\$ 1250			
Fitness Equipment Maintenance & Repairs	\$ 3,000	\$ 3000			
Clubhouse - Facility Janitorial Supply	\$ 750	\$ 750			
Pool Service Contract	\$ 9,000	\$ 9000			
Pool Repairs	\$ 5,000	\$ 5000			
Maintenance & Repairs - Clubhouse	\$ 7,500	\$ 7500			
Telephone Fax, Internet	\$ 2,500	\$ 2500			
Office Supplies	\$ 350	\$ 350			
Pest Control & Termite Bond	\$ 2,500	\$ 2500			
Athletic/Park Court/Field Repairs	\$ 2,500	\$ 2500			
Cable Television	\$ 852	\$ 852			
<b>Special Events</b>					
Special Events	\$ 5,000	\$ 5,000			
<b>Contingency</b>					
Miscellaneous Contingency	\$ 63,895	\$ 63,895			
<b>Field Operations Subtotal</b>	<b>\$ 638,081</b>				
<b>TOTAL EXPENDITURES</b>	<b>\$ 802,961</b>	<b>\$ 523,782</b>	<b>\$ 110,750</b>	<b>\$ 13,812</b>	<b>\$ 154,617</b>
<b>Percent of Budget by Benefit Measurement Category</b>		<b>65.23%</b>	<b>13.79%</b>	<b>1.72%</b>	<b>19.26%</b>

**4C.**

## **RESOLUTION 2019-07**

### **A RESOLUTION OF THE BOARD OF SUPERVISORS OF CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT RELATING TO THE ANNUAL APPROPRIATIONS OF THE DISTRICT AND ADOPTING THE BUDGET FOR FISCAL YEAR 2019/2020; AND REFERENCING THE MAINTENANCE AND BENEFIT SPECIAL ASSESSMENTS TO BE IMPOSED AND LEVIED BY THE DISTRICT FOR SAID FISCAL YEAR**

**WHEREAS**, the Concorde Estates Community Development District (hereinafter the “District”) is a special and single-purpose local government created by Chapter 190, Florida Statutes, and established by County Ordinance being situated within Osceola County, Florida; and

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the District, in conformance with Chapter 120, Florida Statutes, to adopt rules and resolutions as may be necessary for the conduct of District business; and

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June 2019, heretofore prepared and submitted to the Board of Supervisors (“Board”) a proposed budget for the next ensuing budget year with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(a), Florida Statutes; and

**WHEREAS**, the Board adopted said proposed budget and set July 24, 2019 as the date for public hearing thereon, to receive public comments and caused notice of such public hearing to be given by publication pursuant to Chapter 190.008(2)(a) and 197, Florida Statutes; and

**WHEREAS**, Section 190.008(2)(a), Florida Statutes requires that, prior to October 1 of each year, the District Board by passage of the Annual Appropriation Resolution shall adopt a budget for the ensuing Fiscal Year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing Fiscal Year; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the proposed annual budget and any proposed long-term financial plan or program of the District for future operations (the “Proposed Budget”) the District did file a copy of the Proposed Budget with the general purpose local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), Florida Statutes; and

**WHEREAS**, the District Manager has prepared a Proposed Budget on a cash flow budget basis, whereby the Budget shall project the cash receipts and disbursements anticipated during a



given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the Fiscal Year; and

**WHEREAS**, Section 190.021, Florida Statutes, provides that the Annual Appropriation Resolution shall also fix the maintenance special assessments and benefit special assessments upon each piece of property within the boundaries of the District benefited, specifically and peculiarly, by the maintenance and/or capital improvement programs of the District, such imposition and levy representing the amount of assessments to reimburse the District for the special and peculiar benefits received and necessary to provide for payment during the ensuing budget year of all properly authorized expenditures to be incurred by the District, including principal and interest of special revenue, capital improvement and/or benefit assessment bonds, in order for the District to exercise its various general and special powers to implement its single and specialized infrastructure provision purpose; and

**WHEREAS**, the Assessment Methodology, the Engineer's Cost Report and the Non-Ad Valorem Assessment Roll used with the original District Resolutions are incorporated herein and made a part hereof by reference unchanged except as to the amount of the assessments; and

**WHEREAS**, the Board of Supervisors of the Concorde Estates Community Development District finds and determines that the non-ad valorem special assessments it imposes and levies by this Resolution for maintenance on the parcels of property involved will constitute a mechanism by which the property owners lawfully and validly will reimburse the District for those certain special and peculiar benefits the District has determined are received by, and flow to, the parcels of property from the systems, facilities and services being provided, and that the special and peculiar benefits are apportioned in a manner that is fair and reasonable in accordance with applicable assessment methodology and related case law; and

**WHEREAS**, the Chair of the Board of Supervisors may designate the District Manager or other person to certify the Non-Ad Valorem Assessment Roll to the State Constitution's Tax Collector in and for the Osceola County political subdivision on compatible electronic medium tied to the property identification number no later than August 15, 2019 so that the Tax Collector may merge that roll with others into the collection roll from which the November tax notice is to be printed and mailed; and

**WHEREAS**, pursuant to District policy and Florida law, the District hereby determines that it will utilize the uniform method to collect non-ad valorem assessments imposed and levied on the platted parcels within the boundaries of the District; and

**WHEREAS**, non-ad valorem assessments imposed and levied on certain unplatted parcels not owned by the end user are collected by the District through the Manager, not using the uniform collection methodology; and

**WHEREAS**, no authorized budget revisions or transfers shall result in any non-ad valorem assessment per parcel in excess of the amount on the rolls certified hereunder; and

**WHEREAS**, the proceeds from the collections of these imposed and levied non-ad valorem assessments shall be distributed to the Concorde Estates Community Development District by the Tax Collector and the District Manager; and

**WHEREAS**, the Tax Collector performs the state work in preparing, mailing out, collecting and enforcing against delinquency, the non-ad valorem assessments of platted parcels of the District using the Uniform Collection Methodology for non-ad valorem assessments under the direct supervision of the Florida Department of Revenue and the District Manager does not use the uniform methodology; and

**WHEREAS**, if the Property Appraiser and the Tax Collector have adopted a different technological procedure for certifying and merging the rolls, that procedure must be worked out and negotiated with Board approval through the auspices of the District Manager before there are any deviations from the provisions of Section 197.3632, Florida Statutes, and Rule 12D-18, Florida Administrative Code.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT THAT:**

**Section 1.** The provisions of the whereas clauses are true and correct and are incorporated herein as dispositive. The Proposed Budget (as amended, if applicable) for Fiscal Year 2019/2020 and attached hereto as Exhibit “A”, is hereby approved and adopted as Final, pursuant to Florida Statutes and incorporated herein by reference.

**Section 2. Budget**

- a. That the Board of Supervisors has reviewed the District Manager’s Proposed Budget, a copy of which is on file with the Office of the District Treasurer and the Office of the Records Administration Department, and is hereby attached to this Resolution, and hereby approves certain amendments thereto, as shown in Section 2 below.
- b. That the District Manager’s Proposed Budget, as amended by the Board, is adopted hereby in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be revised subsequently as deemed necessary by the District Manager to reflect actual revenues and expenditures for Fiscal Year 2019/2020 and/or revised projections for Fiscal Year 2020/2021
- c. That the adopted budget, as amended, shall be maintained in the Office of the District Treasurer and the Records Administration Department and identified as “The Budget for the Concorde Estates Community Development District for the Fiscal Year Ending September 30, 2019, as Adopted by the Board of Supervisors on July 24, 2019.”

**Section 3. Appropriations**

That there be, and hereby is appropriated out of the revenues of the Concorde Estates Community Development District, for the Fiscal Year beginning October 1, 2019 and ending September 30, 2020, the sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) to be raised by the applicable imposition and levy by the Board of applicable non-ad valorem special assessments and otherwise, which sum is deemed by the Board of Supervisors to

be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$
DEBT SERVICE FUND	\$
Total All Funds	\$

The Adopted Budget shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for Concorde Estates Community Development District for the Fiscal Year Ending September 30, 2020." The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

#### **Section 4. Supplemental Appropriations**

The Board may authorize by Resolution supplemental appropriations or revenue changes for any lawful purpose from funds on hand or estimated to be received within the Fiscal Year as follows:

- a. The Board may authorize a transfer of the unexpended balance or portion thereof of any appropriation item.
- b. The Board may authorize an appropriation from the unappropriated balance of any fund.
- c. The Board may increase any revenue or income budget account to reflect receipt of any additional unbudgeted monies and make the corresponding change to appropriations or the unappropriated balance.

The District Manager and Treasurer shall have the power within a given fund to authorize the transfer of any unexpended balance of any appropriation item or any portion thereof, provided such transfers do not exceed Ten Thousand Dollars (\$10,000) or have the effect of causing more than 10% of the total appropriation of a given program or project to be transferred, previously approved transfers included. Such transfer shall not have the effect of causing a more than \$10,000 or 10% increase, previously approved transfers included, to the original budget appropriation for the receiving program. Transfers within a program or project may be approved by the applicable Department Director and the District Manager or Treasurer. The District Manager or Treasurer must establish administrative procedures, which require information on the request forms proving that such transfer requests comply with this section.

#### **Section 5. Maintenance Special Assessment Levy: Fixed and Referenced and to be Levied by the Board**

- a. That the Fiscal Year 2019 maintenance special assessment (the "assessment") upon all the property within the boundaries of the District based upon the special and peculiar benefit received and further based upon reasonable and fair apportionment of the special benefit, shall be in accordance with the attached Exhibit, representing the amount of District assessments necessary to provide for payment during the

aforementioned budget year of all properly authorized expenditures to be incurred by the District, including principal and interest of special revenue, capital improvement and/or benefit assessment bonds. Said assessment shall be distributed by the Tax Collector and District Manager for the assessments imposed and levied as follows:

General Fund O & M	\$[See Assessment Resolution 2019-08]
Debt Service Fund	\$[See Assessment Levy Resolution 2019-08]

- b. The designee of the Chair of the Board of Supervisors of the Concorde Estates Community Development District shall be either the Manager or the Treasurer of the District designated to certify the Non-Ad Valorem Assessment Roll to the Tax Collector in and for Osceola County political subdivision, in accordance with applicable provisions of State law (Chapters 190 and 197, Florida Statutes) and applicable rules (Rule 12D-18, Florida Administrative Code) which shall include not only the maintenance special assessment, but also the total assessment for the debt service, as required by and pursuant to law.

Introduced, considered favorably and adopted this 24<sup>th</sup> day of July, 2019.

Concorde Estates Community Development District

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Victor Cruz  
District Chairman

Attest:

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Kristen Suit  
District Secretary

**4D.**

## **RESOLUTION 2019-08**

**A RESOLUTION APPROVING, ASSESSING, IMPOSING, LEVYING AND CONFIRMING SPECIAL ASSESSMENTS ON AND PECULIAR TO PROPERTY SPECIALLY BENEFITTED BY THE DISTRICT'S INFRASTRUCTURE PROJECT OPERATIONS, MANAGEMENT AND DEBT PAYMENT; MAKING CERTAIN FINDINGS AND DETERMINATIONS; ASSESSING, AND LEVYING NON-AD VALOREM SPECIAL ASSESSMENTS ON AND PECULIAR TO PROPERTY SPECIALLY BENEFITTED BY INFRASTRUCTURE MANAGEMENT TO PAY THE COST THEREOF; PROVIDING FOR THE PAYMENT AND COLLECTION OF SUCH SPECIAL ASSESSMENTS BY THE METHODS PROVIDED FOR BY CHAPTERS 190 AND 197, FLORIDA STATUTES; PROVIDING FOR PUBLIC HEARING BY THE BOARD TO HEAR ALL OBJECTIONS TO THE BUDGET PROPOSE; PROVIDING FOR SEVERABILITY, CONFLICTS AND AN EFFECTIVE DATE.**

**WHEREAS**, the Concorde Estates Community Development District (hereinafter the "District") is special and single-purpose local government created by Chapter 190, Florida Statutes, and established by County Ordinance being situated within Osceola County, Florida; District; and

**WHEREAS**, Chapter 190, Florida Statutes, authorizes the District in conformance with Chapter 120, Florida Statutes, to adopt rules and resolutions as may be necessary for the conduct of District business; and

**WHEREAS**, certain systems, facilities, services and improvements within the Concorde Estates Community Development District and certain related costs of managing the operation, repairs and maintenance are being incurred; and

**WHEREAS**, the Board of Supervisors (hereinafter the "Board") of the Concorde Estates Community Development District finds that the District's total General Fund operation assessments, taking into consideration the other revenue sources during Fiscal Year 2019/2020 will be as set forth in attached Exhibit "A" which is hereby incorporated by reference; and

**WHEREAS**, the Board finds the District's Debt Service Fund Assessment during Fiscal Year 2019/2020 will be as set forth in attached Exhibit "A;" and

**WHEREAS**, the Board finds that the Debt Service Fund relates to systems and facilities which provide special benefits peculiar to certain property within the District based on the applicable assessment methodology, which is on file with the District Manager; and

**WHEREAS**, the Board of the District finds that the non-ad valorem special assessments it imposes and levies by this Resolution for operations and maintenance as well as for debt amortization on the parcels of property involved will reimburse the District for certain special and peculiar benefits received by the property flowing from the maintenance of the systems, facilities and services apportioned in a manner that is fair and reasonable, in accordance with the applicable assessment methodology; and

**WHEREAS**, Chapter 197, Florida Statutes, provides a mechanism pursuant to which such special assessments may be placed on the Tax Roll and collected by the Tax Collector (“Uniform Method”); and

**WHEREAS**, the District has approved an agreement with the County Property appraiser and County Tax Collector to provide for the collection of special assessments under the Uniform Method for developed lands and platted lots owned by end users within the District; and

**WHEREAS**, the District will collect the special assessments levied on platted lands owned by entities other than the end users and will not utilize the uniform method of collection; and

**WHEREAS**, in accordance with Section 197.3632, Florida Statutes, notice of this Board meeting and Public Hearing was given at least 20 days prior to the public hearing, the District noticed the hearing by first-class United States mail and by publication in a newspaper generally circulated within Osceola County. The notice by mail was sent to each person owning property subject to the assessment and included the following information: the purpose of the assessment; the total amount to be levied against each parcel; the unit of measurement to be applied against each parcel to determine the assessment; the number of such units contained within each parcel; the total revenue the local government will collect by the assessment; a statement that failure to pay the assessment will cause a tax certificate to be issued against the property which may result in a loss of title; a statement that all affected property owners have a right to appear at the hearing and to file written objections with the local governing board within 20 days of the notice; and the date, time, and place of the hearing pursuant to law; and

**WHEREAS**, the approved 2020 budget was adopted by the Board on July 24, 2019; and

**WHEREAS**, the noticed proposed operations and maintenance assessments and debt assessments are based upon and consistent with that certain Assessment Methodology adopted and used by the Board on July 24, 2019, as confirmed by the Board on July 24, 2019; and

**WHEREAS**, the Board conducted the noticed Public Hearing to hear all objections to the budget as proposed.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT OF OSCEOLA COUNTY, FLORIDA:**

**Section 1.** The Board affirms that the “whereas” clauses are true, correct and incorporated herein as dispositive.

**Section 2.** A special assessment for maintenance as provided for in Section 190.021(3), Florida Statutes, (hereinafter referred to as assessment) is hereby imposed and levied on the subdivided lots within the District and on undeveloped land within the District if applicable.

**Section 3.** That the collection and enforcement of the aforesaid assessments on the platted and developed lands under the supervision of the Florida Department of Revenue on those parcels certified to the Tax Collector for collection shall be at the same time and in like manner as ad valorem taxes and subject to all ad valorem tax collection and enforcement procedures which attend the use of the official annual tax notice using the uniform method pursuant to 197.3632, Florida Statutes.

**Section 4.** The collection and enforcement of certain maintenance and debt service non ad valorem assessments on a portion of the platted lands owned by entities other than the end user may be collected by the District in accordance with Florida law.

**Section 5.** The maintenance special assessments on parcels in the District will be combined with the debt service non-ad valorem assessments which were imposed, levied and certified as a total amount on the Non-Ad Valorem Assessment Roll to the Osceola County Tax Collector by the designee of the Chair of the Board on compatible medium no later than August 15, 2019, which shall then be collected by the Tax Collector on the tax notice along with other non-ad valorem assessments from other local governments and will include all applicable property taxes to each parcel of property.

**Section 6.** The proceeds therefrom shall be distributed to the Concorde Estates Community Development District.

**Section 7.** The Chair of the Board of the Concorde Estates Community Development District designates the District Manager to perform the certification duties of the assessment roll to be collected by the Tax Collector.

**Section 8.** Be it further resolved that a copy of this Resolution be transmitted to the proper public officials so that its purpose and effect may be carried out in accordance with law.

**Section 9.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**Section 10.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.



**PASSED AND ADOPTED** this 24th day of July, 2019, by the Board of Supervisors of the Concorde Estates Community Development District, Osceola County, Florida.

**CONCORDE ESTATES COMMUNITY  
DEVELOPMENT DISTRICT**

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Board of Supervisors, Chairman

Attest:

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District Manager

## **Fifth Order of Business**

**5B.**



## Clubhouse/Field Management Report July 2019

1. Pressure washed pavers on clubhouse to eliminate accumulated mildew.



2. Cleaned drainage from clubhouse.



3. Repaired skimmer from outflow structure



**4. Repaird splash pad area shower.**



**5. Installation of concrete area at gym emergency exit.**



**6. Florida Quality Fence started the fence on July 15<sup>th</sup>. Project is expected to be completed by July 19<sup>th</sup>.**

# **Lake Management Report Sitex**

**CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT**

**OPERATIONS & MAINTENANCE HIGHLIGHT**

**SITEX AQUATICS MANAGEMENT REPORT**

July 2019

**All ponds were treated for shoreline vegetation as needed with a custom grass mix targeted for specific species present.**

**POND1-** Hydrilla spot treated

**POND2-** Hydrilla spot treated

**POND3-** Algae spot treated

**POND4-** Algae spot treated

**POND5-** Algae spot treated

**POND6-** Algae treatment

**POND7-** Hydrilla treated

**POND8-** Algae & Hydrilla spot treated

**POND9-** Shoreline grasses treated

**POND10-** Hydrilla treated

**ADDITIONAL NOTES:**

The season is here, hydrilla & algae have started to grow. Everything has been treated & may require a follow up. As the hydrilla begins to die off the nutrients are released & typically cause the algae to bloom. Please don't hesitate to reach out to my staff or myself if you need anything at all.

Regards

Joe Craig

Sitex Aquatics LLC.

**Landscaping Report**  
**Landscaping Review**  
**Capital Land**



<b>Concorde Estates Landscaping Review</b>					
<b>Issue</b>	<b>Location</b>	<b>Drive-thru</b>	<b>Status</b>	<b>Field Manager Comments</b>	<b>Photos</b>
Irrigation Leak	At Manitou Ln	7/3/2019	Completed	Repair mainbreak leak as per contract.	
Weeds control.	At Coastal View Ct.	7/3/2019	Pending	As per contract provide the spray of weeds service in the street cracks, between curb and asphalt and CDD sidewalk .	
Beds (weed control)	At Hopewell Dr.	7/3/2019	Pending	Beds with weed need to be addressed.	
Edging	Throughout the community	7/3/2019	Completed	Several al sidewalks and curbs need the edging	
Edging	At Marshfield Preserve Way	7/3/2019	Completed	Edging sidewalk, curbs and Some branch hanging over the fence. Section behind the fence not completed the all.	
Trimming	Behind the PVC fence at Stonington Run and Westbrook Rd.	7/3/2019	Not completed	On schedule to be addressed the week of 7/15/19	
Mowing	Throughout the community	7/3/2019	Completed	Several areas not mowed accordingly. Growth beyond a maximum height of five(5) inches and some section is over eight (8) inches.	

**Legend:**

VBC-Volley Ball Court

PP-Pocket Park

TC-Trash Can

EM-Easement

DP-Dog Park



# Concorde Estates CDD Monthly Report

## June 2019.

### Detail Da Mow Crews

Main Entrances, 1/2 Blvd		25-Jun	June 4,11,18,25
Clubhouse, 1/2 Blvd	VBC, TC	4-Jun	June 4,11,18,25
3181 Stonington Run	PP,TC	11-Jun	June 4,11,18,25
3101 Duxbury Dr	PP,TC	11-Jun	June 4,11,18,25
2991 Stonington Run	Pond	11-Jun	June 4,11,18,25
3207 Hopewell Dr	PG,DP,TC	11-Jun	June 4,11,18,25
3201 Rydal Water Way	PP,TC	11-Jun	June 4,11,18,25
2804 Grasmere View Pkwy	cul de sac	11-Jun	June 4,11,18,25
2440 Tradewinds Dr	cul de sac	11-Jun	June 4,11,18,25
2351 Tradewinds Dr	DP,TC	11-Jun	June 4,11,18,25
3209 Jackson Grey Rd	PP	11-Jun	June 4,11,18,25
2260 Tradewinds Dr	Pond	11-Jun	June 4,11,18,25
3000 Harbor View Ln	2 Ponds	18-Jun	June 4,11,18,25
3141 Oyster Bay Ln	Lift Station	18-Jun	June 7,14,21,28
3131 Rocky River Rd	PP	18-Jun	June 7,14,21,28
3130 Rocky River Rd	PP	18-Jun	June 7,14,21,28
2331 Marshfield Preserve Way	Easement	18-Jun	June 7,14,21,28
2351 Marshfield Preserve Way	Pond,EM	18-Jun	June 7,14,21,28
3150 Seasalt Dr	EM	18-Jun	June 7,14,21,28
3208 Olivia Breeze Dr	PP,TC	18-Jun	June 7,14,21,28
3220 Jubilee Rd	Pond,EM	18-Jun	June 7,14,21,28
2770 Marshfield Preserve Way	Bridge 1	18-Jun	June 7,14,21,28
2820 Marshfield Preserve Way	Bridge 2	18-Jun	June 7,14,21,28
2890 Marshfield Preserve Way	Pond,EM	18-Jun	June 7,14,21,28
2990 Marshfield Preserve Way	Easement	18-Jun	June 7,14,21,28
3461 Marshfield Preserve Way	2 Pine Trails	18-Jun	June 7,14,21,28
3441 Marshfield Preserve Way	Lift Station	18-Jun	June 7,14,21,28
3000 Greatbear Way	PP,TC	18-Jun	June 7,14,21,28
3041 Palemero Rose Way	2 Pine Trails	18-Jun	June 7,14,21,28
3080 Palemero Rose Way	Pond,EM	18-Jun	June 7,14,21,28
3211 Marshfield Preserve Way	Easement	18-Jun	June 7,14,21,28

### Pine Bark Mulch

### Annuals

N/A

### Proposals

Old Mulch Removal

Revamp Clubhouse

Tennis court moss cleanup

Irrigation Repairs

### Plant Insects

Mites on Fakahatchee Grass

### Turf Weeds

Heavy Throughout community

### Turf Insects

Heavy Throughout community

### Turf Disease

None

### Problem Areas

Widespread Throughout

### Heavy Leaf Litter

### Fertilization

after irrigation is repaired

# **Pool Services Report Churchills**

## **FACILITY REPORT**

### **Concord Estates CDD – Pool & Splash Pad**

**Service Month**      **To July 10<sup>th</sup> 2019**

**Service Frequency**      **5 x Weekly (summer service)**

#### **POOL:**

From July 1<sup>st</sup> summer service days will commence (5 visits/week).

Adjustments have been made to the auto water feed to reduce over/under filling.

Work to replace the pump has been authorized, we aim to replace at the end of the summer swim season if the old pump can continue to operate.

On the last drain of the filter pit last week we noted that the filter grids are worn and many are punctured, this will allow DE to enter the pool if not corrected soon, we recommend all grids are replaced at the same time, a bid will shortly be provided.

#### **SPLASH PAD:**

There have been issues with splash button (top of yellow column) and the system partially shutting off requiring reset. We are arranging for the manufacturer to carry out a service visit in order to check all controls and to replace the splash button.

#### **Grid wear and holes**



**5D**

**THIS DOCUMENT  
WILL BE  
PROVIDED  
UNDER  
SEPARATE  
COVER**

## **Eighth Order of Business**

**8Ai**



# **MINUTES OF MEETING CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Concorde Estates Community Development District was held on Wednesday, June 26, 2019 at 6:00 p.m. at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida.

Present and constituting a quorum were:

Victor Cruz	Chairperson
Michael Barbuck	Vice Chairman
Cesar Goyetche	Assistant Secretary
Basam Alli	Assistant Secretary (via telephone)
Martha Land	Assistant Secretary (via telephone)

Also present were:

Kristen Suit	District Manager
Tim Qualls	District Counsel
Tristan LaNasa	District Counsel
Steven N. Boyd	District Engineer (via telephone)
Alfredo Reyes	Amenity Center Manager
Ariel Medina	Field Supervisor
Jeff Helm	Capital Land Landscaping
Gary Kroger	Capital Land Landscaping
Kevin Jeffries	Churchills Group
Residents	

*The following is a summary of the minutes and actions taken.*

## **FIRST ORDER OF BUSINESS**

## **Roll Call**

Ms. Suit called the meeting to order and called the roll.

## **SECOND ORDER OF BUSINESS**

## **Pledge of Allegiance**

The Pledge of Allegiance was recited.

## **THIRD ORDER OF BUSINESS**

## **Public Comments on Agenda Items**

- A resident commented on pool pump replacement.
- A resident commented on additions to the playground and costs.

- A resident commented on landscaping around the lakes.

*The record will reflect Mr. Alli joined the meeting via telephone.*

#### **FOURTH ORDER OF BUSINESS**

#### **Staff Report- Site/Clubhouse Manager's Report**

##### **A. Clubhouse Manager's Report**

- Mr. Reyes commented on community events; card system and gate entrance access; general maintenance; and repair of clubhouse equipment.

##### **B. Monthly Field Manager's Report**

##### **C. Work Order Status Report**

- The monthly Field Management Reports were included in the agenda package.
- Questions and comments from the Board were addressed.

##### **G. Consideration of Proposal from Churchill for Pool Pump Replacement**

- The proposal from Churchills Group in the amount of \$8,098 to replace the main pool pump was discussed.

On MOTION by Mr. Cruz seconded by Mr. Barbuck with Mr. Cruz, Mr. Barbuck, Mr. Goyetche and Ms. Land in favor and Mr. Alli opposed the proposal from Churchill's Group in the amount of \$8,098 to replace the main pool pump was approved. 4-1

##### **D. Consideration of Proposals from Capital Land for Landscape Enhancements**

- Mr. Helm from Capital Land Management reviewed the proposal for landscape enhancements.
- Questions and comments from the Board were addressed.

Ms. Land MOVED to approve the proposal from Capital Land for landscape enhancements.

- Discussion ensued with regard to funding of the project.

On MOTION by Ms. Land seconded by Mr. Cruz with Ms. Land, Mr. Cruz, Mr. Barbuck, and Mr. Goyetche in favor and Mr. Alli opposed the proposal from Capital Land Management for landscape enhancements in the amount of \$28,392 was approved. 4-1

- The proposal from Capital Land Management to remove the moss off the fence surrounding the tennis court was discussed.
- This item was tabled.

**E. Consideration of Proposals from Capital Land for Removal of Mulch on CDD Property**

- This item was tabled.

**F. Consideration of Proposals from Capital Land for Irrigation Repairs**

- The proposal from Capital Land Management for irrigation repairs in the amount of \$7,885 was discussed.
- Irrigation clock repairs by Duval were discussed.

On MOTION by Mr. Cruz seconded by Mr. Barbuck with all in favor District Counsel was authorized to research Duval Irrigation Clock Repairs and Invoice to determine if work was incompetent and request reimbursement to the District. 5-0

- Further discussion ensued with regard to the Capital Land Management irrigation repair proposal.

On MOTION by Mr. Cruz seconded by Mr. Barbuck with all in favor the proposal from Capital Land Management for irrigation repairs in an amount not to exceed \$7,885 was approved. 5-0

*The record will reflect Mr. Helm and Mr. Kroger left the meeting.*

**G. Consideration of Proposal from Churchill for Pool Pump Replacement**

- This item was previously addressed.

**H. Consideration of Proposals for Regrading, Mulch and Playground Equipment**

- Mr. Medina reported on receipt of the proposals for regrading, mulch and playground equipment.
- Discussion ensued with regard to District Engineer specifications.
- The District Engineer recommended eliminating the 12 inches of sand; and consider the two bids from that perspective based on budgetary constraints.

On MOTION by Mr. Goyetche seconded by Mr. Cruz with Mr. Goyetche and Mr. Cruz in favor and Mr. Barbuck, Mr. Alli and Ms. Land opposed to approve the Creative Playthings proposal in the amount of \$94,955.50 for the Stonington Park playground failed 2-3.

Ms. Land MOVED to approve the proposal from GameTime for the Stonington Park Playground in the amount of \$50,650.65; with no second the motion failed.

- This item was tabled to the July meeting.

On MOTION by Mr. Barbuck seconded by Mr. Cruz with all in favor the District Engineer was authorized to work with Creative Playthings and GameTime to obtain revised proposals for the regrading, mulch and playground equipment. 5-0

#### **I. Consideration of Proposals for Tennis Court Resurfacing and Removal of Tree Roots**

- The proposal from AAA Court Construction & Resurfacing, Inc. to resurface the tennis court in the amount of \$4,750 and from Inframark to remove tree root in the amount of \$2,500 was discussed.

On MOTION by Mr. Barbuck seconded by Mr. Goyetche with all in favor the proposal from AAA Court Construction & Resurfacing, Inc. in the amount of \$4,750 to resurface the tennis court; and the proposal from Inframark to remove tree root in the amount of \$2,500 for a total amount of \$7,250 was approved. 5-0

#### **J. Discussion and Consideration of Pool Attendant Options with Cost**

- Pool maintenance was discussed.
- The cost to go from a three-day service to a five-day summer service June 1<sup>st</sup> through September 30<sup>th</sup> would be \$1,125 monthly.

On MOTION by Mr. Barbuck seconded by Mr. Goyetche with all in favor the Churchills Group proposal for pool maintenance service five days a week at \$1,125 per month was approved. 5-0

**FIFTH ORDER OF BUSINESS****Engineer's Report****A. Update on Approval of SFWMD to Remove Vegetation**

- Mr. Boyd reported a permit is not required to remove vegetation. A site meeting with SFWMD is in the process of being scheduled to verify this.
- A map will be prepared after the site meeting with specifications on the type of mowing or clearing to be conducted.

**B. Updated Second Annual Stormwater Inspection Cost to Include Pond #6 Drainage**

- Mr. Boyd noted the next inspection will be in October with maintenance work scheduled in November/December.
- For clarification it was noted #6 is #8 on the new map.

*The record will reflect Mr. Boyd left the meeting.*

**SIXTH ORDER OF BUSINESS****Attorney's Report****A. Report on 2<sup>nd</sup> Off-Set Letter to Duval Landscape**

- Mr. LaNasa reported an off-set letter for both the mowing and the irrigation clocks will be prepared. A letter was sent regarding withholding of payment.

**B. Update on Joint Legislative Auditing Committee Letter**

- Mr. Qualls reviewed the audit findings which required an explanation by the audit committee. For the first, regarding an entity created called an SPE, he provided an update to the audit committee that full correction has been completed by the Board.
- The second is regarding assessments not paid by the developer years ago. This is raw land owned by investors who have no intentions to build on the property. The foreclosure process has begun.

**C. Update on Foreclosures**

- Mr. LaNasa provided an update on foreclosures noting there are currently 24 lots and the complaint has been filed.

**D. Overview of the Sole Purpose of CDD: Maintenance of Infrastructure**

- Mr. Qualls gave an overview on what a CDD is noting its sole purpose is managing the maintenance of infrastructure.
- Questions and comments from the audience were addressed.

**SEVENTH ORDER OF BUSINESS****Manager's Report****A. Consent Agenda****i. Minutes of the May 21, 2019 Meeting**

On MOTION by Ms. Land seconded by Mr. Barbuck with all in favor the Minutes of the May 21, 2019 Meeting were approved. 5-0

**ii. Financial Statements**

On MOTION by Mr. Barbuck seconded by Mr. Goyetche with all in favor the May 2019 Financials and Check Register were accepted. 5-0

**B. Consideration of Resolution 2019-5 Designating Timothy Qualls as the District's Registered Agent**

On MOTION by Mr. Barbuck seconded by Mr. Goyetche with all in favor Resolution 2019-5 Designating Timothy Qualls as the District's Registered Agent and further designating the District's Registered office for service of process as Young Qualls, P.A., 216 South Monroe Street, Tallahassee, Florida 32301 was adopted. 5-0

**C. Ratification of Chair Authorized Expenses Between Meetings**

- Proposal from A-Z Backflow, Inc. for backflow repairs in the amount of \$1,700 was authorized in between meetings.

On MOTION by Mr. Alli seconded by Mr. Barbuck with all in favor replacement of backflow preventers in the amount of \$1,700 was ratified. 5-0

**EIGHTH ORDER OF BUSINESS**

**Supervisors' Requests and Comments**

- Mr. Barbuck commented on infrastructure improvements and the playground.
- Mr. Alli commented on deposits for the Churchill proposals.
- Mr. Cruz commented on general maintenance and parking on property by Avex Homes sub-contractors.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

- Residents commented on Avex Homes sub-contractors leaving debris and parking on property; fitness center equipment; pool hours; adjusting budget line items; and landscaping.

- It was noted the DR Horton lawsuit will be discussed at the HOA meeting tomorrow evening.

**TENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Barbuck seconded by Mr. Cruz with all in favor the meeting was adjourned. 5-0
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Assistant Secretary

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Chairperson/Vice Chairperson

**8Aii**



**Concord Estates  
Community Development District**

*Financial Report*

*June 30, 2019*

**CONCORDE ESTATES**  
Community Development District

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**Concorde Estates  
Community Development District**

**Financial Statements**

**(Unaudited)**

**June 30, 2019**

**Balance Sheet**  
June 30, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	2004 DEBT SERVICE FUND	2011 DEBT SERVICE FUND	2017B DEBT SERVICE FUND	TOTAL
<b>ASSETS</b>					
Cash - Checking Account	\$ 273,687	\$ -	\$ -	\$ -	\$ 273,687
Assessments Receivable	17,976	-	-	-	17,976
Investments:					
Money Market Account	958,782	-	-	-	958,782
Prepayment Account B	-	-	688	-	688
Prepayment Fund (A-2)	-	-	64,451	-	64,451
Reserve Fund (A-1)	-	-	322,813	-	322,813
Revenue Fund (A-1)	-	-	158,603	-	158,603
Revenue Fund (A-2)	-	-	51,138	-	51,138
Revenue Fund B	-	-	29	1,483	1,512
<b>TOTAL ASSETS</b>	<b>\$ 1,250,445</b>	<b>\$ -</b>	<b>\$ 597,722</b>	<b>\$ 1,483</b>	<b>\$ 1,849,650</b>
<b>LIABILITIES</b>					
Accounts Payable	\$ 525	\$ -	\$ -	\$ -	\$ 525
Accrued Expenses	41,450	-	-	-	41,450
Due to Landowners	-	-	22,468	-	22,468
Deferred Revenue	17,976	-	-	-	17,976
Revenue Bonds Payable-Current	-	7,511,083	3,013,428	-	10,524,511
<b>TOTAL LIABILITIES</b>	<b>59,951</b>	<b>7,511,083</b>	<b>3,035,896</b>	<b>-</b>	<b>10,606,930</b>
<b>FUND BALANCES</b>					
<b>Restricted for:</b>					
Debt Service	-	-	-	1,483	1,483
<b>Assigned to:</b>					
Reserves - Other	75,307	-	-	-	75,307
<b>Unassigned:</b>	1,115,187	(7,511,083)	(2,438,174)	-	(8,834,070)
<b>TOTAL FUND BALANCES</b>	<b>\$ 1,190,494</b>	<b>\$ (7,511,083)</b>	<b>\$ (2,438,174)</b>	<b>\$ 1,483</b>	<b>\$ (8,757,280)</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 1,250,445</b>	<b>\$ -</b>	<b>\$ 597,722</b>	<b>\$ 1,483</b>	<b>\$ 1,849,650</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending June 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-19 ACTUAL
<b>REVENUES</b>					
Interest - Investments	\$ -	\$ -	\$ 12,742	\$ 12,742	\$ 1,409
Room Rentals	-	-	2,480	2,480	-
Interest - Tax Collector	-	-	343	343	-
Special Assmnts- Tax Collector	711,247	711,247	756,646	45,399	97,052
Special Assmnts- CDD Collected	46,523	46,523	3,787	(42,736)	-
Special Assmnts- Delinquent	-	-	9,858	9,858	-
Special Assmnts- Discounts	-	-	(20,638)	(20,638)	2,912
Other Miscellaneous Revenues	-	-	5	5	-
Pool Access Key Fee	-	-	349	349	-
<b>TOTAL REVENUES</b>	<b>757,770</b>	<b>757,770</b>	<b>765,572</b>	<b>7,802</b>	<b>101,373</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
P/R-Board of Supervisors	14,000	10,503	9,600	903	1,000
FICA Taxes	-	-	673	(673)	77
ProfServ-Arbitrage Rebate	1,000	1,000	-	1,000	-
ProfServ-Engineering	15,000	11,250	6,633	4,617	525
ProfServ-Legal Services	13,000	9,747	25,061	(15,314)	-
ProfServ-Mgmt Consulting Serv	102,730	77,049	77,047	2	8,561
ProfServ-Special Assessment	-	-	5,250	(5,250)	-
ProfServ-Trustee Fees	10,000	10,000	11,317	(1,317)	-
Auditing Services	3,900	3,900	3,900	-	-
Insurance - General Liability	3,025	3,025	5,750	(2,725)	-
Legal Advertising	1,800	1,350	1,074	276	-
Misc-Assessmnt Collection Cost	-	-	14,720	(14,720)	1,999
Dues, Licenses, Subscriptions	425	425	175	250	-
<b>Total Administration</b>	<b>164,880</b>	<b>128,249</b>	<b>161,200</b>	<b>(32,951)</b>	<b>12,162</b>
<b>Public Safety</b>					
Security Service - Sheriff	46,850	35,136	10,585	24,551	1,200
R&M-Gatehouse	492	369	309	60	-
<b>Total Public Safety</b>	<b>47,342</b>	<b>35,505</b>	<b>10,894</b>	<b>24,611</b>	<b>1,200</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending June 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-19 ACTUAL
<b><u>Electric Utility Services</u></b>					
Electricity - General	16,000	11,997	10,987	1,010	1,000
Electricity - Streetlighting	125,000	93,753	88,172	5,581	9,313
Electricity - Rec Center	12,250	9,189	9,106	83	1,000
<b>Total Electric Utility Services</b>	<b>153,250</b>	<b>114,939</b>	<b>108,265</b>	<b>6,674</b>	<b>11,313</b>
<b><u>Water-Sewer Comb Services</u></b>					
Utility - Water	110,000	82,503	83,830	(1,327)	8,000
Backflow Assembly Testing	750	567	-	567	-
<b>Total Water-Sewer Comb Services</b>	<b>110,750</b>	<b>83,070</b>	<b>83,830</b>	<b>(760)</b>	<b>8,000</b>
<b><u>Flood Control/Stormwater Mgmt</u></b>					
R&M-Aquascaping	6,312	4,734	7,107	(2,373)	865
R&M-Fountain	2,500	1,872	750	1,122	-
R&M Lake & Pond Bank	5,000	3,753	9,401	(5,648)	1,906
<b>Total Flood Control/Stormwater Mgmt</b>	<b>13,812</b>	<b>10,359</b>	<b>17,258</b>	<b>(6,899)</b>	<b>2,771</b>
<b><u>Other Physical Environment</u></b>					
Contracts-Landscape	151,497	113,625	104,843	8,782	16,470
Insurance - General Liability	12,158	12,158	8,697	3,461	-
R&M-Entry Feature	4,000	2,997	42	2,955	-
R&M-Irrigation	3,500	2,628	11,917	(9,289)	1,600
Landscape Replacement	10,000	7,497	-	7,497	-
Annual Mulching & Tree Trimming	17,000	17,000	1,975	15,025	-
Misc-Decorative Lighting	500	378	30	348	-
Misc-Holiday Decor	1,500	1,125	-	1,125	-
<b>Total Other Physical Environment</b>	<b>200,155</b>	<b>157,408</b>	<b>127,504</b>	<b>29,904</b>	<b>18,070</b>
<b><u>Contingency</u></b>					
Misc-Contingency	63,895	47,925	69,306	(21,381)	4,726
<b>Total Contingency</b>	<b>63,895</b>	<b>47,925</b>	<b>69,306</b>	<b>(21,381)</b>	<b>4,726</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending June 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-19 ACTUAL
<b><u>Parks and Recreation - General</u></b>					
Contracts-Pools	9,000	6,750	6,075	675	675
Contracts-Pest Control	2,500	1,872	447	1,425	-
Telephone/Fax/Internet Services	2,500	1,872	1,698	174	-
R&M-Clubhouse	7,500	5,625	2,668	2,957	47
R&M-Fence	7,500	5,625	-	5,625	-
R&M-Pools	5,000	3,753	3,655	98	343
R&M-Fitness Equipment	3,000	2,250	5,129	(2,879)	-
R&M-Pressure Washing	500	378	4,100	(3,722)	-
R&M-Parks & Facilities	2,500	1,872	23,300	(21,428)	-
Gatehouse Repair & Maintenance	1,250	936	132	804	-
TV/Cable or Dish	852	639	896	(257)	130
Office Supplies	350	261	757	(496)	-
Clubhouse Cleaning Service G&A	750	567	1,778	(1,211)	302
Dues, Licenses, Subscriptions	675	675	-	675	-
<b>Total Parks and Recreation - General</b>	<b>43,877</b>	<b>33,075</b>	<b>50,635</b>	<b>(17,560)</b>	<b>1,497</b>
<b><u>Special Events</u></b>					
Misc-Special Events	5,000	3,753	-	3,753	-
<b>Total Special Events</b>	<b>5,000</b>	<b>3,753</b>	<b>-</b>	<b>3,753</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>802,961</b>	<b>614,283</b>	<b>628,892</b>	<b>(14,609)</b>	<b>59,739</b>
Excess (deficiency) of revenues					
Over (under) expenditures	(45,191)	143,487	136,680	(6,807)	41,634
<b><u>OTHER FINANCING SOURCES (USES)</u></b>					
Contribution to (Use of) Fund Balance	(45,191)	-	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(45,191)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (45,191)	\$ 143,487	\$ 136,680	\$ (6,807)	\$ 41,634
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>1,053,814</b>	<b>1,053,814</b>	<b>1,053,814</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,008,623</b>	<b>\$ 1,197,301</b>	<b>\$ 1,190,494</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending June 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-19 ACTUAL
<b><u>REVENUES</u></b>					
Interest - Investments	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	-	-	-	-	-
<b><u>EXPENDITURES</u></b>					
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-	-
Net change in fund balance	\$ -	\$ -	\$ -	\$ -	\$ -
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	-	-	(7,511,083)		
<b>FUND BALANCE, ENDING</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (7,511,083)</u>		



**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending June 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-19 ACTUAL
<b>REVENUES</b>					
Interest - Investments	\$ -	\$ -	\$ 10,019	\$ 10,019	\$ 861
Special Assmnts- Tax Collector	512,659	512,659	516,263	3,604	66,219
Special Assmnts- Prepayment	-	-	344,451	344,451	13,642
Special Assmnts- CDD Collected	-	-	2,073	2,073	-
Special Assmnts- Discounts	-	-	(14,081)	(14,081)	1,987
<b>TOTAL REVENUES</b>	<b>512,659</b>	<b>512,659</b>	<b>858,725</b>	<b>346,066</b>	<b>82,709</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
Misc-Assessmnt Collection Cost	-	-	10,044	(10,044)	1,364
<b>Total Administration</b>	<b>-</b>	<b>-</b>	<b>10,044</b>	<b>(10,044)</b>	<b>1,364</b>
<b>Debt Service</b>					
Principal Debt Retirement A-1	-	-	125,000	(125,000)	-
Principal Debt Retirement A-2	-	-	80,000	(80,000)	-
Prepayments Series A-2	-	-	365,000	(365,000)	-
Interest Expense Series A-1	-	-	201,825	(201,825)	-
Interest Expense Series A-2	-	-	127,091	(127,091)	-
DS Costs-Miscellaneous	512,659	512,659	-	512,659	-
<b>Total Debt Service</b>	<b>512,659</b>	<b>512,659</b>	<b>898,916</b>	<b>(386,257)</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>512,659</b>	<b>512,659</b>	<b>908,960</b>	<b>(396,301)</b>	<b>1,364</b>
Excess (deficiency) of revenues Over (under) expenditures	-	-	(50,235)	(50,235)	81,345
<b>OTHER FINANCING SOURCES (USES)</b>					
Operating Transfers-Out	-	-	(1,480)	(1,480)	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>(1,480)</b>	<b>(1,480)</b>	<b>-</b>
Net change in fund balance	\$ -	\$ -	\$ (51,715)	\$ (51,715)	\$ 81,345
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>(2,386,459)</b>	<b>(2,386,459)</b>	<b>(2,386,459)</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ (2,386,459)</b>	<b>\$ (2,386,459)</b>	<b>\$ (2,438,174)</b>		

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending June 30, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-19 ACTUAL
<b><u>REVENUES</u></b>					
Interest - Investments	\$ -	\$ -	\$ 3	\$ 3	\$ -
<b>TOTAL REVENUES</b>	<b>-</b>	<b>-</b>	<b>3</b>	<b>3</b>	<b>-</b>
<b><u>EXPENDITURES</u></b>					
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Excess (deficiency) of revenues					
Over (under) expenditures	-	-	3	3	-
<b><u>OTHER FINANCING SOURCES (USES)</u></b>					
Interfund Transfer - In	-	-	1,480	1,480	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>1,480</b>	<b>1,480</b>	<b>-</b>
Net change in fund balance	\$ -	\$ -	\$ 1,483	\$ 1,483	\$ -
<b>FUND BALANCE, BEGINNING (OCT 1, 2018)</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,483</b>		

**Concorde Estates  
Community Development District**

**Supporting Schedules**

**June 30, 2019**

**Non-Ad Valorem Special Assessments**  
Osceola County Tax Collector - Monthly Collection Report  
For the Fiscal Year ending September 2019

					ALLOCATION BY FUND	
DATE RECEIVED	NET AMOUNT RECEIVED	DISCOUNT/ (PENALTIES) AMOUNT	TAX COLLECTOR	GROSS AMOUNT RECEIVED	GENERAL FUND 001	SERIES 2011 GROSS ASSESSMENTS
Assessments Levied FY 2019				\$1,272,909	\$756,646	\$516,263
Allocation %				100.00%	59.44%	40.56%
11/09/18	8,848	505	180	9,533	5,666	3,866
11/21/18	158,420	6,736	3,233	168,389	100,094	68,295
12/07/18	694,766	29,540	14,179	738,485	438,972	299,513
12/21/18	28,540	1,038	582	30,161	17,928	12,232
01/11/19	4,287	118	87	4,492	2,670	1,822
01/11/19	42,326	1,336	864	44,526	26,467	18,059
02/13/19	25,725	554	525	26,804	15,933	10,871
02/13/19	659	21	13	693	412	281
03/08/19	23,475	242	479	24,196	14,383	9,813
04/05/19	36,851	-	752	37,603	22,352	15,251
04/09/19	4,885	-	100	4,985	2,963	2,022
05/09/19	556	-	11	568	338	230
05/09/19	19,282	(471)	394	19,205	11,416	7,789
06/21/19	11,939	(355)	244	11,828	7,031	4,797
06/21/19	152,866	(4,543)	3,120	151,443	90,021	61,422
<b>TOTAL</b>	<b>\$ 1,213,426</b>	<b>\$ 34,719</b>	<b>\$ 24,764</b>	<b>\$ 1,272,908</b>	<b>\$ 756,646</b>	<b>\$ 516,263</b>

% Collected 100% 100% 100%

<b>TOTAL OUTSTANDING</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
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**Cash and Investment Report**  
June 30, 2019

<u>ACCOUNT NAME</u>	<u>MATURITY</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
<b>GENERAL FUND</b>				
Checking Account - Operating		Bank United	0.00%	\$ 273,687
			<b>Subtotal</b>	<b>\$ 273,687</b>
Money Market		Bank United	1.75%	\$ 958,782
				<b>\$ 958,782</b>
<b>DEBT SERVICE AND CAPITAL PROJECT FUNDS</b>				
Series 2011 Prepayment Account B		US Bank		688 (1)
Series 2011 Prepayment Fund (A-2)		US Bank		64,451 (1)
Series 2011 Reserve Fund (A-1)		US Bank		322,813 (1)
Series 2011 Revenue Fund (A-1)		US Bank		158,603 (1)
Series 2011 Revenue Fund (A-2)		US Bank		51,138 (1)
Series 2011 Revenue Fund B		US Bank		29 (1)
Series 2017 Revenue Fund B		US Bank		1,483 (1)
			<b>Subtotal</b>	<b>\$ 599,205</b>
			<b>Total</b>	<b>\$ 1,831,674</b>

NOTE 1 - Invested in Fidelity Govt Portfolio

**CONCORDE ESTATES**  
**Community Development District**

**Payment Register by Bank Account**

For the Period from 6/1/19 to 6/30/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
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**BANK UNITED - GF CHECKING - (ACCT#XXXXX6364)**

**CHECK # 5194**

06/04/19	Vendor	ENHANCED BUSINESS SOLUTIONS	051719	BRUSH REMOVAL LFT EXIT FENCE	R&M-Parks & Facilities	001-546225-57201	\$2,150.00
<b>Check Total</b>							<b>\$2,150.00</b>

**CHECK # 5195**

06/04/19	Vendor	SERV US@, LLC	2583	FINAL PAYMENT-CAMERA SYS INSTALL	Misc-Contingency	001-549900-53985	\$4,845.50
<b>Check Total</b>							<b>\$4,845.50</b>

**CHECK # 5196**

06/06/19	Vendor	CHURCHILL GROUP HOLDINGS	10289	MAY POOL/SPA MAINT	Contracts-Pools	001-534078-57201	\$675.00
06/06/19	Vendor	CHURCHILL GROUP HOLDINGS	10235	CHEMICALS	R&M-Pools	001-546074-57201	\$300.20
<b>Check Total</b>							<b>\$975.20</b>

**CHECK # 5197**

06/06/19	Vendor	SITEX AQUATICS, LLC	2918A	5/1/19 LAKE MAINTEN	R&M-Aquascaping	001-546006-53801	\$865.00
<b>Check Total</b>							<b>\$865.00</b>

**CHECK # 5198**

06/06/19	Vendor	OSCEOLA COUNTY SHERIFF'S OFFICE	49646	4/28/19-5/11/19 PATROL	Security Service- Sheriff	001-534365-52001	\$624.00
06/06/19	Vendor	OSCEOLA COUNTY SHERIFF'S OFFICE	49715	5/12/19-5/25/19 SECURITY	Security Service- Sheriff	001-534365-52001	\$624.00
<b>Check Total</b>							<b>\$1,248.00</b>

**CHECK # 5199**

06/06/19	Vendor	EXERCISE SYSTEMS	23654	2/18 QTRLY MAINT FITNESS CNTR	R&M-Clubhouse	001-546015-57201	\$180.00
<b>Check Total</b>							<b>\$180.00</b>

**CHECK # 5200**

06/06/19	Vendor	BRIGHT HOUSE NETWORKS	026041204050919	05/08-06/07/19 TV,INT,PHN 0412-04	TV/Cable or Dish	001-549112-57201	\$129.71
<b>Check Total</b>							<b>\$129.71</b>

**CHECK # 5201**

06/11/19	Vendor	CHURCHILL GROUP HOLDINGS	10322	CHEMICALS	Contracts-Pools	001-534078-57201	\$342.90
<b>Check Total</b>							<b>\$342.90</b>

**CHECK # 5202**

06/11/19	Vendor	BOYD CIVIL ENGINEERING, INC.	02301	4/29-6/1/19 GEN ENGINEERING	ProfServ-Engineering	001-531013-51501	\$525.00
<b>Check Total</b>							<b>\$525.00</b>

**CONCORDE ESTATES**  
**Community Development District**

**Payment Register by Bank Account**

For the Period from 6/1/19 to 6/30/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>CHECK # 5203</b>							
06/18/19	Vendor	ANAGO OF ORLANDO	57052 REVISED	APRIL JANITORIAL SERVICES	Cleaning Supplies	001-552082-57201	\$56.54
06/18/19	Vendor	ANAGO OF ORLANDO	57053 REVISED	MAY JANITORIAL SERVICES	Cleaning Supplies	001-552082-57201	\$245.00
<b>Check Total</b>							<b>\$301.54</b>
<b>CHECK # 5204</b>							
06/25/19	Vendor	INFRAMARK, LLC	41892	JUNE MANAGEMENT FEES	Admin Fees	001-531027-51201	\$4,773.33
06/25/19	Vendor	INFRAMARK, LLC	41892	JUNE MANAGEMENT FEES	Amenity Manager	001-531027-51201	\$3,787.50
06/25/19	Vendor	INFRAMARK, LLC	41892	JUNE MANAGEMENT FEES	work orders 151037,151040,151038,151041	001-549900-57201	\$920.00
06/25/19	Vendor	INFRAMARK, LLC	41892	JUNE MANAGEMENT FEES	Field Operations, wo 151039	001-549900-57201	\$1,687.00
06/25/19	Vendor	INFRAMARK, LLC	41892	JUNE MANAGEMENT FEES	copies	001-549900-57201	\$328.20
06/25/19	Vendor	INFRAMARK, LLC	41892	JUNE MANAGEMENT FEES	postage	001-549900-57201	\$12.00
06/25/19	Vendor	INFRAMARK, LLC	41892	JUNE MANAGEMENT FEES	Misc-Contingency	001-549900-57201	\$1,768.02
<b>Check Total</b>							<b>\$13,276.05</b>
<b>CHECK # 5205</b>							
06/26/19	Vendor	CHURCHILL GROUP HOLDINGS	10384	JUNE POOL/SPA MAINT	Contracts-Pools	001-534078-57201	\$675.00
<b>Check Total</b>							<b>\$675.00</b>
<b>CHECK # 5206</b>							
06/26/19	Vendor	PROTECTION1-ADT	128885810	06/19-07/18/19 SECURITY	R&M-Gate	001-546034-52001	\$47.18
<b>Check Total</b>							<b>\$47.18</b>
<b>CHECK # 5207</b>							
06/26/19	Vendor	SITEX AQUATICS, LLC	2948A	POND # 8-1525 PLANTS	R&M-Aquascaping	001-546006-53801	\$1,906.00
06/26/19	Vendor	SITEX AQUATICS, LLC	2968A	JUNE LAKE MAINTENANCE	R&M-Aquascaping	001-546006-53801	\$865.00
<b>Check Total</b>							<b>\$2,771.00</b>
<b>CHECK # 5208</b>							
06/26/19	Vendor	CONCORDE ESTATES C/O U.S. BANK	062119-1	TRNFR ASSESS(SERIES 2011 A-1)	Due From Other Funds	131000	\$3,201.94
<b>Check Total</b>							<b>\$3,201.94</b>
<b>CHECK # 5209</b>							
06/26/19	Vendor	CONCORDE ESTATES C/O U.S. BANK	062119-2	TRNFR ASSESS(SERIES 2011 A-2)	Due From Other Funds	131000	\$1,640.32
<b>Check Total</b>							<b>\$1,640.32</b>

**CONCORDE ESTATES**  
**Community Development District**

**Payment Register by Bank Account**

For the Period from 6/1/19 to 6/30/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>CHECK # 5210</b>							
06/26/19	Vendor	BRIGHT HOUSE NETWORKS	026041204060919	6/8-7/7/19 TV, INT, PHONE SVC	TV/Cable or Dish	001-549112-57201	\$129.71
<b>Check Total</b>							<b>\$129.71</b>
<b>CHECK # 5211</b>							
06/27/19	Employee	BASAM M. ALLI	PAYROLL	June 27, 2019 Payroll Posting			\$184.70
<b>Check Total</b>							<b>\$184.70</b>
<b>CHECK # 5212</b>							
06/27/19	Employee	VICTOR CRUZ	PAYROLL	June 27, 2019 Payroll Posting			\$164.70
<b>Check Total</b>							<b>\$164.70</b>
<b>CHECK # 5213</b>							
06/27/19	Employee	MICHAEL A. BARBUCK	PAYROLL	June 27, 2019 Payroll Posting			\$184.70
<b>Check Total</b>							<b>\$184.70</b>
<b>CHECK # 5214</b>							
06/27/19	Employee	CESAR A. GOYETCHE	PAYROLL	June 27, 2019 Payroll Posting			\$184.70
<b>Check Total</b>							<b>\$184.70</b>
<b>CHECK # 5215</b>							
06/27/19	Employee	MARTHA MENDEZ-LAND	PAYROLL	June 27, 2019 Payroll Posting			\$184.70
<b>Check Total</b>							<b>\$184.70</b>
<b>CHECK # 5216</b>							
06/27/19	Vendor	CONCORDE ESTATES C/O U.S. BANK	062519-2	TRNFR ASSESS(SERIES 2011 A-2)	Due From Other Funds	131000	\$21,002.29
<b>Check Total</b>							<b>\$21,002.29</b>
<b>CHECK # 5217</b>							
06/27/19	Vendor	CONCORDE ESTATES C/O U.S. BANK	062519-1	TRNFR ASSESS(SERIES 2011 A-1)	Due From Other Funds	131000	\$40,996.75
<b>Check Total</b>							<b>\$40,996.75</b>
<b>CHECK # 5218</b>							
06/27/19	Vendor	CAPITAL LAND MANAGEMENT CORP	205570	5/20/19-6/30/19 LNDSCP SRVCS	Contracts-Landscape	001-534050-53908	\$16,470.00
06/27/19	Vendor	CAPITAL LAND MANAGEMENT CORP	205570	5/20/19-6/30/19 LNDSCP SRVCS	R&M-Irrigation	001-546041-53908	\$1,600.00
<b>Check Total</b>							<b>\$18,070.00</b>



**CONCORDE ESTATES**  
**Community Development District**

**Payment Register by Bank Account**

For the Period from 6/1/19 to 6/30/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>ACH #DD141</b>							
06/11/19	Vendor	KUA - ACH	052419 ACH	4/17/19-5/17/19 ELECTRIC SRVC	Electricity - Rec Center	001-543040-53100	\$1,147.82
06/11/19	Vendor	KUA - ACH	052419 ACH	4/17/19-5/17/19 ELECTRIC SRVC	Electricity - Streetlighting	001-543013-53100	\$5,554.98
06/11/19	Vendor	KUA - ACH	052419 ACH	4/17/19-5/17/19 ELECTRIC SRVC	Electricity - General	001-543006-53100	\$1,125.71
<b>ACH Total</b>							<b>\$7,828.51</b>
<b>ACH #DD142</b>							
06/14/19	Vendor	TOHO WATER AUTHORITY - ACH	051519 ACH	4/15/19-5/15/19 WATER SRVC	Utility-Water	001-543018-53601	\$8,494.93
<b>ACH Total</b>							<b>\$8,494.93</b>
<b>ACH #DD143</b>							
06/07/19	Vendor	CENTURY LINK	042819-1839 ACH	311381839 4/28-5/27/19	Telephone/Fax/Internet Services	001-541009-57201	\$194.27
<b>ACH Total</b>							<b>\$194.27</b>
<b>ACH #DD144</b>							
06/28/19	Vendor	KUA - ACH	061019-6180 ACH	5/11/19-6/10/19 UTILITY SRVCS	Electricity - Streetlighting	001-543013-53100	\$4,313.20
<b>ACH Total</b>							<b>\$4,313.20</b>
<b>Account Total</b>							<b>\$135,107.50</b>
<b><u>BANK UNITED MMA - (ACCT#XXXXX6402)</u></b>							
<b>CHECK # 630</b>							
06/11/19	Vendor	CONCORDE ESTATES CDD	060319	TRANSFER FROM BU MM TO CK	Cash with Fiscal Agent	103000	\$90,000.00
<b>Check Total</b>							<b>\$90,000.00</b>
<b>Account Total</b>							<b>\$90,000.00</b>
<b>Total Amount Paid</b>							<b>\$225,107.50</b>

**Notes to the Financial Statements**  
**June 30, 2019**

**Financial Overview / Highlights**

- ▶ Assessments receivable includes assessments due from Avex Homes.
- ▶ Revenue Bonds Payable-Current represents series 2004 and 2011B matured principal and accrued interest.

**Variance Analysis**

Account Name	YTD Budget	YTD Actual	% of Budget	Explanation
<b>Expenditures</b>				
<b><u>Administrative</u></b>				
FICA Taxes	\$0	\$673		Payroll taxes
ProfServ-Legal Services	\$13,000	\$25,061	193%	Young Qualls provides general matter services including assessment collection matters from Avex Homes.
ProfServ-Special Assessment	\$0	\$5,250		Special assessment roll services for FY 2019 provided by Rizzetta.
ProfServ-Trustee Fees	\$10,000	\$11,317	113%	Series 2011 and 2017 trustee services provided by U.S. Bank.
Insurance-General Liability	\$3,025	\$5,750	190%	EGIS general liability and public officials
Legal Advertising	\$1,800	\$1,074	60%	Orlando Sentinal meeting and rfp notifications.
Miscellaneous-Assessment Collection Cost	\$0	\$14,720		Tax collector commission withheld from assessment distributions.
<b><u>Water-Sewer Comb Services</u></b>				
Utility-Water	\$110,000	\$83,830	76%	Water utility services provided by TOHO.
<b><u>Flood Control/Stormwater Mgmt</u></b>				
R&M-Aquascaping	\$6,312	\$7,107	113%	Includes monthly aquatic maintenance by Sitex Aquatics.
R&M-Lake and Pond Bank	\$5,000	\$9,401	188%	Includes stormwater maintenance.
<b><u>Other Physical Environment</u></b>				
R&M-Irrigation	\$3,500	\$11,917	340%	Various irrigation repairs by Duval Landscape Maint.
<b><u>Contingency</u></b>				
Misc.-Contingency	\$63,895	\$69,306	108%	Includes reserve study final payment, stop payment fees, misc. field jobs (Inframark), bush hog (\$7,400), furniture purchase and repair, asphalt repairs, land survey, methodology report and camera installation.

**Notes to the Financial Statements**  
**June 30, 2019**

<b>Account Name</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>% of Budget</b>	<b>Explanation</b>
<b><u>Parks and Recreation</u></b>				
R&M-Fitness Equipment	\$3,000	\$5,129	820%	Elliptical repairs.
R&M-Pressure Washing	\$500	\$4,100	820%	Pressure washing services provided by Inframark.
R&M-Parks and Facilities	\$2,500	\$23,300	932%	Volleyball court repair.
TV-Cable or Dish	\$852	\$896	105%	District switched from Direct TV to Bright House.
Office Supplies	\$350	\$757	216%	Inframark reimbursement.
Clubhouse Cleaning Service G&A	\$750	\$1,778	216%	Amenity cleaning services provided by Cleanwel, Inc. and cleaning supplies.

**8B.**



# PROPOSAL



Date: 7/3/2019

PROPERTY: Concord

SCOPE OF WORK: Mainline Repair

CLM was informed about a mainline leak near the clubhouse. Upon investigation, we found water running from near the sidewalk. We turned off the back flow and excavated the area. We were able to find that the leak was due to a crack in the tee on the 3 inch mainline.

(5) 3" fittings  
(2) 3" slip fix  
(5ft) 3" pipe

Material Cost = \$254.00

Labor Cost = \$750.00

Total Cost = \$1,004.00

**Payment due within 15 days of completion of the above proposed work.**

If there are any questions, please contact me at your earliest convenience.

An acceptance of this proposal within 30 days shall constitute a contract between us.

Beyond 30 days the above prices are subject to review.

Date of Acceptance \_\_\_\_\_

Estimated By: Gary Kruger

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature



ENHANCED  
**BUSINESS**  
SOLUTIONS

Strategic Solutions For All Of Your Business Needs

# Invoice

July 1, 2019

COMING FROM:  
**Enhanced Business Solutions**  
3005 Siesta View Dr.  
Kissimmee, FL 34744  
(407) 633-9557

GOING TO:  
Ariel  
Concorde estates cdd  
[Ariel.Medina@inframark.com](mailto:Ariel.Medina@inframark.com)

COMPLETED BY: A.torres  
TERMS: Half on Acceptance  
Half upon Completion

ITEM #	DESCRIPTION/COMMENTS	Qty	Amount Due
Concrete slab	Remove brush 130 square feet		
	Remove pavers		
	Relocate irrigation head		
	Plumbing repair		
	Extend gutter drain		
	Grade 130 square feet		
	Frame concrete deck		
Debris removal / clean up	Concrete pump rental / pour concrete 70 bags		\$ 3,350.00
3 day job			

MEMO / NOTES:Prime /Paint color to match with pool deck

Work will include pre and post-work inspection with electronic photographs sent to appropriate parties. The fees paid will include all other expenses to include but not limited to: permits, authorizations and disposal fees.

APPROVED BY:  
**S.Torres**

**8C.**

## RESOLUTION 2019-09

### A RESOLUTION ENFORCING RULES AND REGULATIONS FOR BOULEVARDS, PARKWAYS, AND MEDIANS WITHIN CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT; PROHIBITING CERTAIN OFF-ROAD PARKING; PROVIDING FOR REMEDIES TO CORRECT PARKING; PROVIDING FOR AN EFFECTIVE DATE.

#### BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT AS FOLLOWS:

WHEREAS, Concorde Estates Community Development District is the owner of various boulevards and streets within the boundaries of the Community Development District; and

WHEREAS, the Board of Supervisors of the District (the “Board”) has the right to adopt and enforce reasonable rules and regulations regarding the maintenance of District Property located within the District; and

WHEREAS, the Board finds that excessive parking of vehicles on boulevards, parkways, and medians is damaging to the community landscape, creates a cluttered look, impedes the effective operation of District maintenance of infrastructure and presents a safety hazard; and

WHEREAS, the Board desires to enforce its adopted rules and regulations dealing with parking on District property.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Concorde Estates Community Development District as follows:

1. **Off-Road Parking**. As depicted in the attached map hereby incorporated by reference, parking of vehicles in the grass of one of the medians, boulevards, or parkways (“Off-Road Parking”) is prohibited, where such parking is likely to create a public safety hazard, disrupt District maintenance of infrastructure, or where the Board of Supervisors otherwise determines that Off-Road Parking shall be prohibited. For purposes of the foregoing, the following shall apply:
  - a. Off-Road Parking shall include all areas, including lawn areas and sidewalks, within the right of way owned by Concorde Estates Community Development District.
  - b. Off-Road Parking shall be prohibited in other locations where the Board of Supervisors has, by resolution, determined Off-Road Parking to be unsafe or to hinder the effective operation of the District’s maintenance of infrastructure. Such areas shall be identified by signage.
  - c. The following definitions shall apply to this Resolution:
    - i. “Vehicle” be a Motor Vehicle as defined in Fla. Stat. §316.003(21).



- ii. “Parking” shall be as defined by Fla. Stat. §316.003(27).
  - iii. “Commercial Motor Vehicle” shall be as defined by Fla. Stat. §316.033(66).
  - iv. Recreational Vehicle” shall be a vehicle described in Fla. Stat. §320.01(1)(b)
- 2. **Remedies.** The Board shall have the right to cause repeat offenders of vehicles to be towed for repeat violations. A “repeat offender” and “repeat violation” shall be established after the Board has caused a warning notice to be posted on the car one time. A written statement by the Board’s agent that such a notice has been delivered shall be sufficient to establish that the notice has been placed. The right to receive a notice hereunder is a courtesy only. For this purpose, the Board shall be authorized to enter into a contract with one or more towing companies in order to provide for offending vehicles to be towed. All expenses associated with such towing and the storage of vehicles shall be the responsibility of the owner of such vehicle.
- 3. **Rules and Regulations.** The Board shall have the right to adopt rules and regulations which further regulation and discourage off-road parking or which identify any specific areas described in Section 1 above.
- 4. **Effective Date.** This Resolution shall become effective upon its adoption.

**ADOPTED** this 24th day of July, 2019

**CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Board of Supervisors, Chairman

Attest:

\_\_\_\_\_  
District Manager