

**CONCORDE ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

AUGUST 28, 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

August 21, 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, August 28, 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. Staff Report - Site/Clubhouse Manager's Report**
 - A.** Clubhouse Manager's Report
 - B.** Monthly Field Manager's Report
 - C.** Work Order Status Report
 - D.** Capital Land Proposal for Moss Removal
 - E.** Capital Land Proposal for Removal of Mulch
 - F.** Additional Proposals for Access Control Systems
 - G.** Discussion of Clubhouse Manager's Duties and Responsibilities
- 5. Engineers' Report**
 - A.** Update on Approval of SFWMD to Remove Vegetation
 - B.** Biotech Proposal for Environmental Report
- 6. Attorney's Report**
 - A.** Report on 2nd Off-Set Letter to Duval Landscape
 - B.** Update on Foreclosures
- 7. Manager's Report**
 - A.** Consent Agenda
 - i. Minutes of the July 24, 2019 Meeting
 - ii. Financial Statements
 - B.** Discussion of Fiscal Year 2020 Meeting Schedule
 - C.** Consideration of Rule Making Workshop and Setting Date for Rule Making Public Hearing
 - D.** Consideration of Adding Vice Chair to Spending Authorization Resolution
 - E.** Ratification of Chair Authorized Expenses Between Meetings
- 8. Supervisors' Requests and Comments**
- 9. Audience Comments**
- 10. 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

4B



Field Management Report

Clubhouse Manager Report

Frank Sanchez have been assigned to cover during Alfredo's absence. Frank schedule is Wednesday through Sunday from 10:00 am to 6:30 pm. We are in the process of training him and providing information to fulfill the requirements of the position.

Weekly Report

Weekly reports will be sent on Saturdays as per Chair's request. We will integrate the daily tasks lists and community review list to future reports.

Pool Repairs

The installation of the pump was completed as of 8/15/19 and pool is open.

Splash Pad

Churchills met with the manufacturer and will provide a solution to the problem to turn on and off the splash pad once they receive manufacturer's suggestion. Mushroom structure was also checked by manufacturer as it was broken and will provide options for the structure as they no longer build that type of equipment. Churchills will let us know once they get an answer from the manufacturer. Fan unit for the splash pad needs to be repaired according to the manufacturer's suggestion as it is tripping causing the system to shut down. In the meantime, the Clubhouse Attendant has been trained to manually operate the water activity area.

Pool Gates

Pool gates were secured with latches. After checking with the Health Department, all gates need to be able to self-close. We installed 2 additional latches on 8/8/19. This issue will be complete resolve once we install the new access control system.

Fence

Fence deficiencies were corrected as per manufacturers suggestions and/or county regulations.

Lake Fountain (front of clubhouse)

Our electrician assessed the fountain and there is an issue with the cable that goes to the fountain. We contacted Lake Management who serves the fountain to provide an evaluation and if needed a proposal to address this issue. I will be providing an update as soon as I get a response from their evaluation.

Community Center findings

An inspection of the recreational center was completed and found the following items which will be addressed during the week of 8/19/19

- suffix portions need to be repaired
- architectural foam trim along the walls need to be repaired
- branches encroaching over the splash pad and splash pad pump areas need to be cut/trimmed
- bushes around pool pump area need to be removed to provide access and avoid accumulation of debris
- electrical and firebird boxes structures need to be repaired
- stones need to be placed around pumps structures to avoid weed growth and maintained the area with easy access
- trash needs to be removed from pump areas
- cover around the pool fence needs to be replaced and possibly install a 3 to 4 feet high cover to avoid debris from going into the pool
- branches inside the pool pump area need to be cut/trimmed
- playground behind clubhouse has a broken slide (playground has been closed to avoid injuries)
- wall behind the clubhouse by trash area needs to be pressure washed and painted
- hole in ground to the left of clubhouse need to be filled to avoid injuries
- trash containers need to be cleaned

Lakes

There was some trash around lakes that was picked up and noticed some algae. Sitex was contacted to address it.

Landscaping

Some areas were not completed during this week due to inclement weather. We will work in collaboration with Capital Land to make sure they are completed this week.

Field Management Report and Work Order Status

Remove roots that were braking up water line.



Repaired white fence after storm.



Installed latches at pool gates.



Repaired pavers at pool.



Removed bushes and roots around tennis court to prepare for Tennis Court resurfacing project.



Repaired ramp to playground.



Removed broken mushroom equipment from Splash Pad for security reasons.



4D.



PROPOSAL



Date: 5-6-19

PROPERTY:

Concorde Estates CDD
3151 Georgian Bay Ln
Kissimmee FL 34746

SCOPE OF WORK: Remove the moss off the fence surrounding the tennis court.



Grand Total: \$1,430.00

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: Jeff Helm

Signature


Signature: _____

9830 Yawn Road
Dade City, FL 33525

WWW.CAPITALLAND.NET

4E.



PROPOSAL



Date: 5-6-19

PROPERTY:

Concorde Estates CDD
3151 Georgian Bay Ln
Kissimmee FL 34746

SCOPE OF WORK: Remove any old, tired looking mulch from the Landscape beds in any CDD maintained areas throughout Concorde Estates. Mulch will be removed and disposed of offsite.

Grand Total: \$2,860.00

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: Jeff Helm

Signature

Jeff Helm

Signature:

4F.



Access Control Technologies, Inc.

1028 W. Washington St. ■ Orlando, FL 32805 ■ 407/422-8850 ■ Fax 407/649-8352

www.actflorida.com ■ Email: service@actflorida.com

THIS IS AN ESTIMATE FOR SERVICE -- DO NOT PAY

*****Note: Prices are valid for 30 days from the date of this estimate.****

BILLING:

Concorde Estates Cdd - EMAIL
210 N. University Drive Suite 702
Coral Springs, FL 33071
Contact: Alfredo Reyes
Phone (318) 816-8484 Cell Ext
Alt (407) 343-4411 Fax
Email alfredo.reyes@inframark.com

PROPERTY:

Concorde Estates CDD
3151 Georgian Bay Lane
Kissimmee, FL 34746
Called in by: Alfredo Reyes
Phone (318) 816-8484 Cell Ext
Alt (407) 343-4411 Fax
Email alfredo.reyes@inframark.com

Re: Job #110303 /Estimate for Service #00021765

Leslie Hamm

Date: 7/10/2019

Total Pages: 2

Scope of work:

(RSB) Recently while onsite our technician found that this property was consistent with lightning damage causing damage to the controller. The following parts need to be replaced in order for your system to work properly. Labor and materials listed below for the scope of work.

Qty	Description	Price	Ext. Price
POOL (2)	Gym Controller		
1	Emerge 4 Door Server	\$2,363.33	\$2,363.33
1	Emerge 2 Door Client	\$1,057.54	\$1,057.54
1	Mini Prox Reader	\$313.50	\$313.50
1	600# Maglock	\$398.20	\$398.20
8	ACT Labor	\$90.00	\$720.00
1	Travel	\$42.00	\$42.00
1	Courtesy Discount	(\$826.51)	(\$826.51)

Estimate Total: \$4,068.06

Note: Taxes and freight not included

Notes:

*** This estimate is based on all other components of the system being in working condition. If, during the course of the installation any other items need repair or malfunction we can repair them as necessary at an additional charge.

Please sign below to indicate acceptance of the above proposed scope of work and return via fax or email at your earliest convenience.

Signature

Date

Print Name

Sincerely,

Leslie Hamm

ACT Service Department

(407) 422-8850

fax: (407) 649-8352

service@actflorida.com

6/26/2019



Mr. Alfredo Reyes
 Concorde Estates CDD
 210 N. University Drive, Suite 702
 Coral Springs, FL 33071
 Phone: 407-726-8785
alfredo.reyes@inframark.com

RE: Concorde Estates Replacement Programmable Entry Controller (062619ND)

Dear Mr. Reyes,

Thank you for giving us the opportunity to quote on your access control requirements for Concorde Estates, a residential community located in Osceola County. Following is a description of the job to be performed and our cost quotation.

The cost information given should be considered budgetary at this time. When you have made your final decision as to the configuration of the job, we will be pleased to submit a final price.

WORK EFFORT

Our work effort is to upgrade the access control system for Concorde Estates. This effort will consist of removal and disposal of one (1) ***existing*** controller system and the installation of one (1) new web-based programmable entry controller. All other ***existing*** access control devices will retain their current locations and functionalities. Programming and database conversion will be done by the customer.

NOTE: This proposal is based on all existing electrical wiring, communications wiring, conduit, access control devices, etc. being present and in proper working order for re-use. Any additional labor and materials necessary will be separate and billable.

BASE SYSTEM EQUIPMENT AND PRICE

Base System Equipment

- 1 ea Linear model “eMerge” web-based controller
- 1 ea Linear model “eMerge” web-based node

Base System Price

Total base system price including
equipment, installation and freight, as quoted: **\$3,860.00**

INSTALLATION

Includes:

- Installing all equipment.
- Making all power and electrical connections to equipment.
- Testing out system for proper operation.
- Training owner in operation of system.

Does Not Include:

- Programming of the controller.
- Concrete work required for device mounting.
- Providing electrical power to system equipment (115vac, 20amp, single-phase, circuit breaker protected power to each item of equipment).
- Providing of conduit and control wiring between equipment items.
- Installing loops in driveway.
- Grounding of fence, if required or applicable.
- Decorative brick paver removal, if required or applicable.
- Adequate signage, if required or applicable.
- Adequate lighting, if required or applicable.
- Costs for permits, bonds, surveys, drawings (which includes electrical, mechanical, engineering, elevation, etc.) or site plan modifications.
- Concrete work required for construction of walls, islands or curb separations in or adjacent to roadways.
- Removal of trees or other landscaping that may be required in order to install equipment.
- Repair and/or replacements of grass, irrigation lines, sprinklers, control wiring or any other landscape materials that might be damaged during installation.

Quotation for
- Concorde Estates -
06/26/19
Page 2 of 4

- Cost of repairing undetected items that may be damaged during installation.
- Cost of installing, and monthly rental on, high-speed internet service with a Static IP address required by telephone entrance device and/or programmable entry device.

ADDITIONAL INFORMATION

Warranty

Our warranty covers **all parts, labor & travel**, with the only exclusions being vandalism (such as being hit by a vehicle) and natural disaster (such as lightning or flooding). The warranty for the system is **one year** from date of completed installation.

Annual Service Agreement

In most cases customers choose, after the one-year warranty expires, to utilize our annual service agreement for the mechanical and electronic items. Please let us know if this would be of interest and I will be glad to work up the contract cost for your final system configuration.

Service Support

At ACT, we are very proud of our service department. We have provided sales and service in Central Florida since **1942** and have been installing and maintaining gated entry systems for over **25** years. ACT provides factory-trained technicians, radio dispatched service vehicles and a large inventory of spares for all products sold. Because of this attention to service, calls are responded to the same or next working day with 95% of all problems encountered being repaired on the first call. If the highest quality installation and service after the sale are of importance in your purchasing decision, ACT is the right choice.

Quotation Expiration


This quotation remains valid for 30 days from the submission date. ACT reserves the right to requote after this time period elapses.

Terms of Sale

Normal terms of sale require that fifty percent (50%) of the quoted system cost is due at time of order. The remaining fifty percent (50%) is due upon completion of the installation.

If you have any questions, please be sure and give me a call. We look forward to serving you soon.

Sincerely yours,



Robert Payne
Access Control Technologies, Inc.
407-422-8850
robert.payne@actflorida.com



Quotation



Quote #: Q-05158-1
 Date: 7/22/2019
 Expires On: 10/31/2019

Envera Systems

Next Generation Security

4171 W Hillsboro Blvd Ste 7

Coconut Creek, FL 33073

Phone: (855) 936-8372 | Email: info@enverasystems.com

Prepared for

Concorde Estates CDD

3151 Georgian Bay Lane

Kissimmee, Florida 34746

SECURITY CONSULTANT	PHONE	EMAIL
Bill Ford	(407) 280-1021	bford@enverasystems.com

INSTALLATION INVESTMENT

Clubhouse/Pool - Access Control

QTY	PRODUCT	INSTALL INVESTMENT
1	eMerge50P Network Controller	
2	eMerge Access Control Module	
3	Card Reader Kit for Pool Pedestrian Gate	
3	8' Post	
1	Card Reader Kit for Single Door	
1	Low Profile Maglock 750lb Holding Force	
2	Card Reader Kit for Double Door	
4	Low Profile Maglock 750lb Holding Force	
1	Head End Equipment Included in Another Product Group	
176	Trenching & Backfilling	
196	Conduit	
298	Wire	
Clubhouse/Pool - Access Control TOTAL:		\$13,190.52

Installation Investment Total: \$13,190.52

Third Party Financing Option (60 Month Term)

- **Estimated Monthly Payment: \$354.82**
- Subject to Credit Approval
- \$300 Documentation Fee & First 2 Months Required at Signing

MONTHLY INVESTMENT

Clubhouse/Pool - Access Control

QTY	MONTHLY SERVICE	EACH	MONTHLY INVESTMENT
1	Database Management	\$200.00	\$200.00
1	Service & Maintenance Plan	\$100.86	\$100.86
Clubhouse/Pool - Access Control TOTAL:			\$300.86

Monthly Investment Total: \$300.86Service & Maintenance Plan

- During Primary Period, should any equipment need to be serviced or replaced, Envera will not charge for labor or system parts and materials.
- During Renewal Periods, should any equipment need to be serviced or replaced, Envera will not charge for labor and will only charge cost for system parts and materials.
- Ground loops are warrantied for a period of 90 days and are not included in the Service & Maintenance Plan
- Service Level Commitment
 - Envera will perform system checks of all cameras on a daily basis.
 - Envera will proactively troubleshoot any discovered issues, which may include sending a technician onsite.
 - Envera will perform a full system check whenever a technician is onsite.
 - Since most issues can be resolved remotely, emergency service requests will be responded to within 24 hours.
- Service and Maintenance Plan excludes accident, vandalism, flood, water, lightning, fire, intrusion, abuse, misuse, an act of God, any casualty, including electricity, unauthorized repair service, modification or improper installation or any other cause beyond the control of Envera, including interruption of electrical power or internet service.

Terms & Conditions

- Community will be responsible for all required internet lines with minimum of 5MB upload and download speeds for most systems to operate. This may require multiple primary and backup lines throughout the community. Envera's team will work with internet providers to assist Client as necessary.
- Community will be responsible for providing adequate power at all head-end locations.
- If purchasing a Virtual Gate Guard or Access Control System, Community will be responsible for providing a list of all residents with addresses, phone numbers, and email addresses in an Excel or CSV format.
- If purchasing a Virtual Gate Guard System:
 - *Virtual Gate Guard Monitoring is a per home charge and any additional homes added above those reported in the Qty field above (or at signing) will be charged to the Community at the per home price per month.
 - Installation of the equipment will take approximately six weeks to complete and fully test
 - Envera's Implementation Team will provide a resident orientation session
 - Once the system is activated and on-line, Envera will conduct a "soft opening" giving residents 21 days to get acclimated (Guests will be asked where they are going but no guest will be denied entry)
 - After the soft opening period expires, all guests will be verified before being granted entry into the community
 - Recurring monthly pricing is based on all resident and renters having Envera programmed credentials on their vehicles and unencumbered access to use MyEnvera.com or the MyEnvera App for guest management
- Minimum 36-month agreement is required for monthly services (sales tax will be added to all monthly charges).
- Deposit due at signing equal to 50% of installation costs and two (2) months of the monthly services costs prior to Envera scheduling work. Envera will give an additional 3% discount on installation if 100% of installation is paid within 7 days of signing. 40% of installation will be due within 5 days of Envera beginning installation. Final 10% of installation is due within 5 days of Envera completing installation.
- Community will be responsible for all costs related to permits, bonds, surveys, drawings or site plan modifications.

4G.



**Concorde Estates Community Development District
Community Service Attendant Weekly Report Cover Sheet**

Week	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Date	/ /	/ /	/ /	/ /	/ /	/ /	/ /
Work Orders							
Request							
Inquiries							
Notes							



**Concorde Estates Community Development District
Community Service Attendant Daily Report Sheet**

Description of Duty	Date Performed/Time	Comments
Respond to resident requests and inquiries.		
Generate and distribute custom reports as may be requested in addition to monthly status reports.		
Provide access cards to residents, monitor and maintain entry access database, equipment and gate cards.		
Monitor and maintain security equipment. Work with selected vendors to ensure that security equipment is properly functioning		
Follow-up on Board identified concerns such as wildlife issues and exotic plant intrusion.		
Checking preserves for invasive plants and inspect ponds monthly.		
Inspecting storm water drainage structures.		
Perform contract management overview of services for contractors conducting work in the District.		
Inspection and maintenance of the Activity Center campus assets. Maintenance of the Activity Center will be confined to the following activities:		
Description	Date Performed/Time	Comments
Property Inspections: Conduct a daily drive through of the community to identify any maintenance and/or or problem areas that need to be addressed. Provide a weekly report to the Board on the inspections and make recommendations on corrective actions that need to be taken.		
Bathrooms: inspection of the bathrooms on a regular basis to ensure that there are enough supplies and materials. Provide limited cleaning activities twice a week (utilizing district supplies and materials) and notify the janitorial vendor of the need to clean restrooms when there is a need for substantial cleaning.		

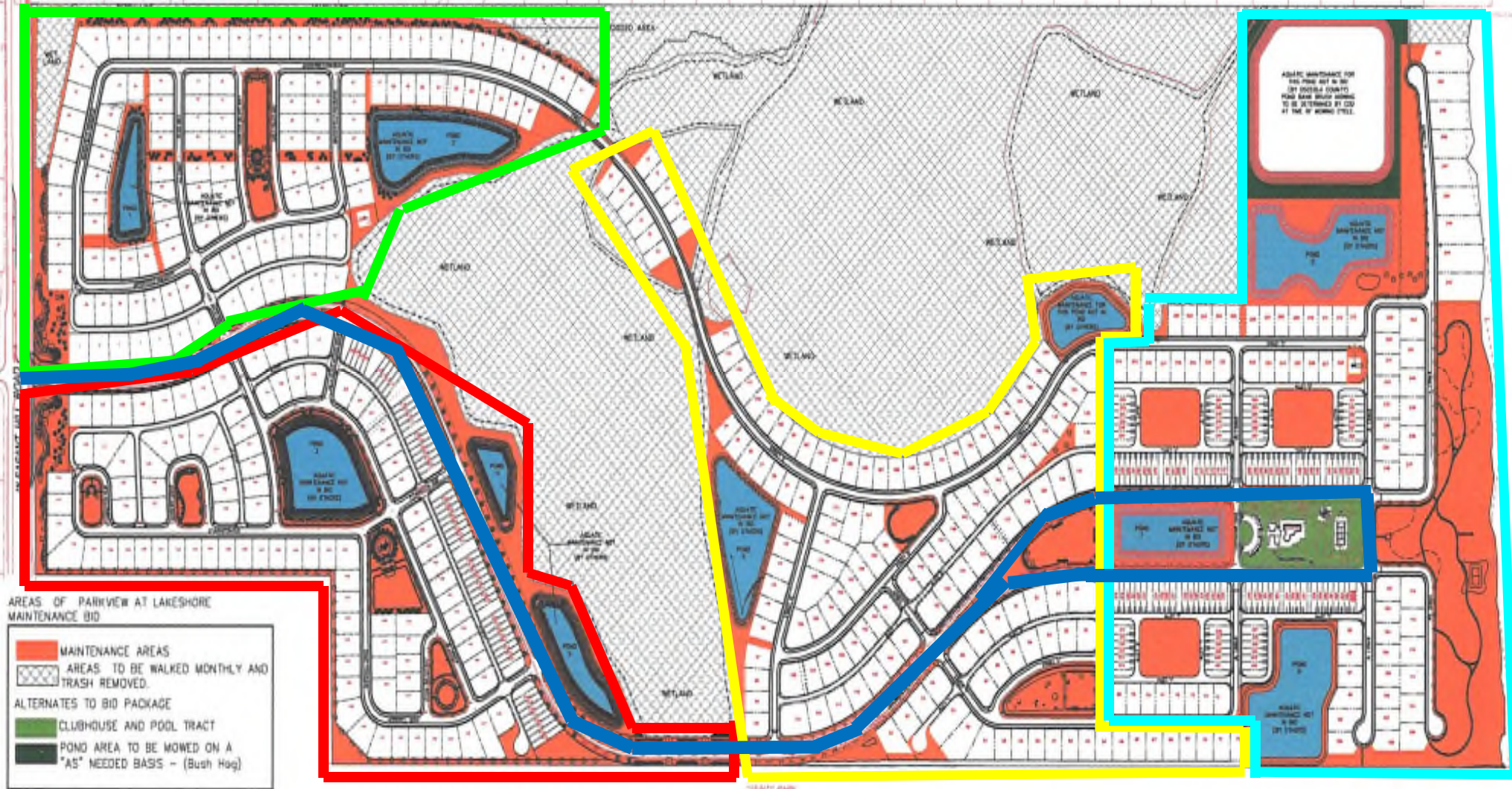
Exercise Room: Regularly inspect the exercise room, wipe down equipment as needed and make sure the room is clear of any trash and/or debris. Also inspect the machines to ensure that they are all in working order and notify the appropriate vendor to make repairs to machines as needed (if the expenditures are within budget parameters and the repairs do not exceed \$500). Repairs more than \$500 will be brought to the Board for a decision.		
Pool and Patio Area: Inspect the pool and patio area on a regular basis to ensure that the area is clean and that the pool equipment is in good working order. Inspect the ADA Electric Chair battery. Inspect that all residents and guest are following pool rules.		
Tennis Courts: The Manager will inspect the tennis courts on a regular basis to ensure that the net and court on in good repair. Any deficiencies will be noted in the weekly report and reported to the Board.		
Volleyball Courts: The Manager will inspect the volleyball courts on a weekly basis to ensure that the net and court on in good repair. Nay deficiencies will be noted in the weekly report and reported to the Board.		
Playground Equipment: The Manager will inspect the volleyball courts on a weekly basis to ensure that the equipment and terrain on in good repair. Any deficiencies will be noted in the weekly report.		
Office: The Manager will maintain the office clean, empty waste, dust all horizontal surfaces of desks, chairs, tables and other furniture, damp wipe all horizontal surfaces with disinfectant and ensure all areas are clean & arranged neatly daily. No food or drinks are allowed in the office area.		
Closet and Electrical Room: The Manager will maintain the closet and electrical room clean, clear of any debris, inspect all tools and equipment.		

Community Service Attendant Signature: _____

Date: _____

Clubhouse Manager Community Review Schedule

Daily **Sunday** **Wednesday** **Thursday** **Friday**





2881 N JOHN YOUNG PARKWAY
 KISSIMMEE, FL. 34741
 PH 407-847-6686 FX 407-847-6645

PURCHASER

Date: 08/15/2019

Inframark
 313 Campus St
 Celebration, FL 34747
 freddy.blanco@inframark.com

		MSRP	Fleet Price	1 unit
	2020 Kawasaki Mule 4010 4x4	\$10,199.00	\$8,199.00	\$8,199.00
	Freight	\$1,298.00	\$898.00	\$898.00
	Assembly	\$797.60	\$597.60	\$597.60
	Battery Tax	\$1.50	\$1.50	\$1.50
	Tire tax (\$1.00 per tire)	\$4.00	\$4.00	\$4.00
	Accessories			
	4000 Series Fixed W/S	\$575.95	\$475.95	\$475.95
	Mule 3000 Hard Top Blk	\$220.95	\$120.95	\$120.95
	Labor	\$148.00	\$0.00	\$0.00
	Sub-Total	\$13,245.00	\$10,335.25	\$10,335.26
	Warranty 36 month standard			
	Osceola County tax rate 7.5% Taxes	\$993.38	\$706.10	\$706.10
	Tag Fee	\$38.25	\$38.25	\$38.25
	Doc Fee	\$220.00	\$220.00	\$220.00
	Total	\$14,496.63	\$11,261.35	\$3,235.28

Kissimmee Motorsports * 2881 N John Young Pkwy * Kissimmee * FL. * 34741
 Jaime Rodriguez

*Price valid until 9/16/2019

You Save! \$3,235.28



2881 N JOHN YOUNG PARKWAY
KISSIMMEE, FL. 34741
PH 407-847-6686 FX 407-847-6645

PURCHASER

Date: 08/15/2019

Inframark

313 Campus St

Celebration, FL 34747

freddy.blanco@inframark.com

		MSRP	Fleet Price	1 unit
	2019 Kawasaki Mule SX FI 4x4	\$8,099.00	\$6,999.00	\$6,999.00
	Freight	\$1,298.00	\$898.00	\$898.00
	Assembly	\$797.60	\$597.60	\$597.60
	Battery Tax	\$1.50	\$1.50	\$1.50
	Tire tax (\$1.00 per tire)	\$4.00	\$4.00	\$4.00
	Accessories			
	Mule 600 Hard Top	\$258.95	\$158.95	\$158.95
	KQR Fixed Windshield	\$669.95	\$569.95	\$569.95
	Labor	\$148.00	\$0.00	\$0.00
	Sub-Total	\$11,277.00	\$9,267.25	\$10,335.26
	Warranty 36 month standard			
	Osceola County tax rate 7.5% Taxes	\$845.78	\$642.02	\$642.02
	Tag Fee	\$38.25	\$38.25	\$38.25
	Doc Fee	\$220.00	\$220.00	\$220.00
	Total	\$12,381.03	\$10,129.27	\$2,251.76

Kissimmee Motorsports * 2881 N John Young Pkwy * Kissimmee * FL. * 34741

Jaime Rodriguez

*Price valid until 9/16/2019

You Save! \$2,251.76

Seventh Order of Business

7Ai.

**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, July 24, 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
Martha Land	Assistant Secretary

Also present were:

Kristen Suit	District Manager
Tim Qualls	District Counsel
Tristan LaNasa	District Counsel (via telephone)
Steven N. Boyd	District Engineer (via telephone)
Ariel Medina	Field Supervisor
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

There not being any, the next item followed.

FOURTH ORDER OF BUSINESS

Public Hearing to Adopt Fiscal Year 2020 Budget

On MOTION by Mr. Cruz seconded by Mr. Barbuck with all in favor the public hearing to adopt the fiscal year 2020 budget was opened. 5-0

A. Fiscal Year 2020 Budget

- The fiscal year 2020 budget was reviewed.
- Questions and comments were addressed.
- Brent Trauger commented on Res. 2019-6 and the methodology of how residents were reassessed.
- Sailyn Alli commented on budgeted line items for legal fees; ADA website compliance; and pool house security.
- Marlissa Braverman commented on townhome assessment increase.
- Doug also commented on townhome assessment increase.
- A resident inquired about the increase in homes in the community and effect on assessments.
- A resident commented on payment of assessments by the builder.
- A resident commented on payment of assessments by product type.

On MOTION by Mr. Cruz seconded by Mr. Barbuck with all in favor the public hearing to adopt the fiscal year 2020 budget was closed. 5-0

- Mr. Qualls addressed the budget public hearing process; collection of assessments by the Tax Collector; Assessment Methodology Report; old methodology vs new methodology.
- He noted the Board decides based on the budget what is the best way to allocate assessments. Residents are receiving more of a benefit than what is being paid in assessments.

B. Resolution 2019-6 Adopting O&M Assessment Methodology

On MOTION by Mr. Barbuck seconded by Mr. Goyetche with all in favor Resolution 2019-6 adopting a revised Operations and Maintenance Assessment Methodology Report and providing for severability, conflicts, and an effective date was adopted.

C. Resolution 2019-7 Adopting the Budget

On MOTION by Mr. Barbuck seconded by Ms. Land with all in favor Resolution 2019-7 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 was adopted. 5-0

D. Resolution 2019-8 Levying the Assessments

On MOTION by Mr. Cruz seconded by Mr. Barbuck with all in favor Resolution 2019-8 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 was adopted. 5-0

FIFTH ORDER OF BUSINESS

Staff Report- Site/Clubhouse Manager's Report

- A. Clubhouse Manager's Report**
- B. Monthly Field Manager's Report**
- C. Work Order Status Report**

- The monthly Field Management Reports were included in the agenda package.
- Mr. Medina commented work on the splash pad and pool will begin after school starts, the pool will be closed four days for this work. Staff has been trained on turning the splash pad off manually as needed. Pool is being serviced five days per week.
- Proposals from Access Control Technologies and Envera for Clubhouse/Pool Access Control were discussed.

Mr. Goyetche MOVED to approve the proposal from Envera in the amount of \$13,190.52 for installation with a monthly service fee of \$300.86 and Mr. Cruz seconded the motion.

- It was noted the Envera proposal is for 36 months. Discussion ensued.

Mr. Goyetche amended his prior motion to obtain a 12 month or 24 month contract.

On VOICE vote with all in favor the prior motion was approved as amended.

On MOTION by Ms. Land seconded by Mr. Barbuck with all in favor if Envera does not agree to a 12 month or 24 month contract, the decision will come back to the Board at the next meeting whether to proceed with a 36 month contract.

D. Consideration of Proposals for Regrading, Mulch and Playground Equipment

- Mr. Boyd reported on the revised proposals for regrading, mulch and playground equipment.
- A Summary of the Revised Bids was discussed.
- Questions and comments were addressed.

On MOTION by Mr. Goyetche seconded by Mr. Cruz with all in favor Creative Playthings Bear Island Playground Quote 5277 in the amount of \$45,328.50 was approved. 5-0

Mr. Goyetche MOVED to approve Creative Playthings St. Clair Playground Quote 5276 in the amount of \$48,123.50 with amendment of installing shade on the swings and Mr. Cruz seconded the motion.

- The prior motion was discussed.

On VOICE vote with Mr. Cruz, Mr. Barbuck, Mr. Goyetche and Ms. Land in favor and Mr. Alli opposed the prior motion was approved. 4-1

On MOTION by Mr. Barbuck seconded by Mr. Cruz with Mr. Barbuck, Mr. Cruz, Mr. Goyetche and Ms. Land in favor and Mr. Alli opposed taking the \$97,852 for playground expenditures from Reserves was approved. 4-1

E. Discussion of Pool Hours

- Pool hours were discussed.

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

- Mr. Boyd reported on his site meeting with SFWMD:
 - It will be necessary to get a permit from the State for removal of the vegetation.
 - SFFWMD recommended an environmental consultant prepare a report. He has requested a proposal from Biotech to prepare the report.
 - After report is completed, submit permit application to the State to go in and mow/remove the nuisance vegetation.

The record will reflect Mr. Boyd left the meeting.

SEVENTH ORDER OF BUSINESS**Attorney's Report****A. Report on 2nd Off-Set Letter to Duval Landscape**

- Mr. Qualls provided an update noting he is working with Capital Land to follow up on work not completed by Duval Landscape. A follow-up letter will be sent to Duval Landscape.

B. Update on Foreclosures

- Mr. LaNasa provided an update on foreclosures noting the complaint has been filed and parties have been served. These are lots being held by investors.
- The next step will be preparing a Motion for Summary Judgement which will be filed requesting the court to grant it.

EIGHTH ORDER OF BUSINESS**Manager's Report****A. Consent Agenda****i. Minutes of the June 26, 2019 Meeting**

On MOTION by Mr. Barbuck seconded by Mr. Cruz with all in favor the Minutes of the June 26, 2019 Meeting were approved. 5-0

ii. Financial Statements

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

B. Ratification of Chair Authorized Expenses Between Meetings

- Proposals from Capital Land Management for mainline repair in the amount of \$1,004 and Enhanced Business Solutions for concrete slab work in the amount of \$3,350 were authorized between meetings.

On MOTION by Mr. Cruz seconded by Ms. Land with all in favor proposals in the amount of \$4,354 were ratified. 5-0

C. Resolution 2019-9 Adopting No Parking Rules

On MOTION by Mr. Cruz seconded by Ms. Land with all in favor Resolution 2019-9 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 was adopted. 5-0

- Mr. Cruz will act as liaison with Mr. Medina to designate location of signage.

D. Discussion of Avex Construction Sites

- Avex construction site maintenance was addressed.

NINTH ORDER OF BUSINESS**Supervisors' Requests and Comments**

- Mr. Goyetche commented on playground proposal and removal of equipment.
- Ms. Land reported she is not receiving weekly reports from the Clubhouse Manager. She also requested a master log of reported issues and how they have been resolved be sent to the Board weekly.
- Mr. Alli inquired about on pool hours.

On MOTION by Mr. Goyetche seconded by Mr. Cruz with all in favor to open the pool seven days per week from dusk to dawn was approved. 5-0

- Mr. Barbuck commented on resetting of outlets at the entrance.

- Mr. Cruz commented on service, security and safety within the community and following regulations and procedures; and Community Service Attendant Responsibilities and schedule.

TENTH ORDER OF BUSINESS

Audience Comments

- Residents commented on courtesy at meetings; parking issues; playground; bond default; dog park maintenance; budget increase for required maintenance; and attendance at meetings.
- Mr. Quall commented on the bond default; foreclosure issues; and the budget review process.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

Assistant Secretary

Chairperson/Vice Chairperson

7Aii.

**Concord Estates
Community Development District**

Financial Report

July 31, 2019

CONCORDE ESTATES
Community Development District

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**Concorde Estates
Community Development District**

Financial Statements

(Unaudited)

July 31, 2019

Balance Sheet
July 31, 2019

ACCOUNT DESCRIPTION	GENERAL FUND	2004 DEBT SERVICE FUND	2011 DEBT SERVICE FUND	2017B DEBT SERVICE FUND	TOTAL
<u>ASSETS</u>					
Cash - Checking Account	\$ 191,901	\$ -	\$ -	\$ -	\$ 191,901
Assessments Receivable	17,976	-	-	-	17,976
Investments:					
Money Market Account	960,196	-	-	-	960,196
Prepayment Account B	-	-	688	-	688
Prepayment Fund (A-2)	-	-	100,019	-	100,019
Reserve Fund (A-1)	-	-	322,813	-	322,813
Revenue Fund (A-1)	-	-	156,133	-	156,133
Revenue Fund (A-2)	-	-	54,483	-	54,483
Revenue Fund B	-	-	30	1,484	1,514
TOTAL ASSETS	\$ 1,170,073	\$ -	\$ 634,166	\$ 1,484	\$ 1,805,723
<u>LIABILITIES</u>					
Accounts Payable	\$ 37,156	\$ -	\$ -	\$ -	\$ 37,156
Accrued Expenses	2,070	-	-	-	2,070
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
TOTAL LIABILITIES	57,202	7,511,083	3,035,896	-	10,604,181
<u>FUND BALANCES</u>					
Restricted for:					
Debt Service	-	-	-	1,484	1,484
Assigned to:					
Reserves - Other	75,307	-	-	-	75,307
Unassigned:	1,037,564	(7,511,083)	(2,401,730)	-	(8,875,249)
TOTAL FUND BALANCES	\$ 1,112,871	\$ (7,511,083)	\$ (2,401,730)	\$ 1,484	\$ (8,798,458)
TOTAL LIABILITIES & FUND BALANCES	\$ 1,170,073	\$ -	\$ 634,166	\$ 1,484	\$ 1,805,723

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUL-19 ACTUAL
REVENUES					
Interest - Investments	\$ -	\$ -	\$ 14,159	\$ 14,159	\$ 1,414
Room Rentals	-	-	2,480	2,480	-
Interest - Tax Collector	-	-	456	456	113
Special Assmnts- Tax Collector	711,247	711,247	756,646	45,399	-
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)	-
Other Miscellaneous Revenues	-	-	5	5	-
Pool Access Key Fee	-	-	349	349	-
TOTAL REVENUES	757,770	757,770	767,102	9,332	1,527
EXPENDITURES					
Administration					
P/R-Board of Supervisors	14,000	11,670	10,600	1,070	1,000
FICA Taxes	-	-	750	(750)	77
ProfServ-Arbitrage Rebate	1,000	1,000	-	1,000	-
ProfServ-Engineering	15,000	12,500	8,256	4,244	1,623
ProfServ-Legal Services	13,000	10,830	42,908	(32,078)	17,847
ProfServ-Mgmt Consulting Serv	102,730	85,610	85,608	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	1,500	1,074	426	-
Misc-Assessmnt Collection Cost	-	-	14,721	(14,721)	1
Dues, Licenses, Subscriptions	425	425	175	250	-
Total Administration	164,880	140,460	190,309	(49,849)	29,109
Public Safety					
Security Service - Sheriff	46,850	39,040	10,585	28,455	-
R&M-Gatehouse	492	410	309	101	-
Total Public Safety	47,342	39,450	10,894	28,556	-
Electric Utility Services					
Electricity - General	16,000	13,330	12,616	714	1,629
Electricity - Streetlighting	125,000	104,170	98,576	5,594	10,405
Electricity - Rec Center	12,250	10,210	10,097	113	991
Total Electric Utility Services	153,250	127,710	121,289	6,421	13,025

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUL-19 ACTUAL
<u>Water-Sewer Comb Services</u>					
Utility - Water	110,000	91,670	94,263	(2,593)	10,432
Backflow Assembly Testing	750	630	-	630	-
Total Water-Sewer Comb Services	110,750	92,300	94,263	(1,963)	10,432
<u>Flood Control/Stormwater Mgmt</u>					
R&M-Aquascaping	6,312	5,260	7,972	(2,712)	865
R&M-Fountain	2,500	2,080	750	1,330	-
R&M Lake & Pond Bank	5,000	4,170	9,401	(5,231)	-
Total Flood Control/Stormwater Mgmt	13,812	11,510	18,123	(6,613)	865
<u>Other Physical Environment</u>					
Contracts-Landscape	151,497	126,250	91,794	34,456	(13,050)
Insurance - General Liability	12,158	12,158	8,561	3,597	(136)
R&M-Entry Feature	4,000	3,330	42	3,288	-
R&M-Irrigation	3,500	2,920	17,664	(14,744)	5,747
Landscape Replacement	10,000	8,330	14,196	(5,866)	14,196
Annual Mulching & Tree Trimming	17,000	17,000	1,975	15,025	-
Misc-Decorative Lighting	500	420	30	390	-
Misc-Holiday Decor	1,500	1,250	-	1,250	-
Total Other Physical Environment	200,155	171,658	134,262	37,396	6,757
<u>Contingency</u>					
Misc-Contingency	63,895	53,250	73,001	(19,751)	3,695
Total Contingency	63,895	53,250	73,001	(19,751)	3,695
<u>Parks and Recreation - General</u>					
Contracts-Pools	9,000	7,500	7,200	300	1,125
Contracts-Pest Control	2,500	2,080	572	1,508	125
Telephone/Fax/Internet Services	2,500	2,080	2,078	2	380
R&M-Clubhouse	7,500	6,250	6,150	100	3,482
R&M-Fence	7,500	6,250	4,550	1,700	4,550
R&M-Pools	5,000	4,170	8,537	(4,367)	4,882
R&M-Fitness Equipment	3,000	2,500	5,234	(2,734)	105
R&M-Pressure Washing	500	420	4,100	(3,680)	-
R&M-Parks & Facilities	2,500	2,080	23,300	(21,220)	-
Gatehouse Repair & Maintenance	1,250	1,040	132	908	-
TV/Cable or Dish	852	710	1,026	(316)	129
Office Supplies	350	290	757	(467)	-
Clubhouse Cleaning Service G&A	750	630	2,268	(1,638)	490
Dues, Licenses, Subscriptions	675	675	-	675	-
Total Parks and Recreation - General	43,877	36,675	65,904	(29,229)	15,268

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUL-19 ACTUAL
<u>Special Events</u>					
Misc-Special Events	5,000	4,170	-	4,170	-
Total Special Events	5,000	4,170	-	4,170	-
TOTAL EXPENDITURES	802,961	677,183	708,045	(30,862)	79,151
Excess (deficiency) of revenues					
Over (under) expenditures	(45,191)	80,587	59,057	(21,530)	(77,624)
<u>OTHER FINANCING SOURCES (USES)</u>					
Contribution to (Use of) Fund Balance	(45,191)	-	-	-	-
TOTAL FINANCING SOURCES (USES)	(45,191)	-	-	-	-
Net change in fund balance	\$ (45,191)	\$ 80,587	\$ 59,057	\$ (21,530)	\$ (77,624)
FUND BALANCE, BEGINNING (OCT 1, 2018)	1,053,814	1,053,814	1,053,814		
FUND BALANCE, ENDING	\$ 1,008,623	\$ 1,134,401	\$ 1,112,871		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2019

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

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUL-19 ACTUAL
REVENUES					
Interest - Investments	\$ -	\$ -	\$ 10,895	\$ 10,895	\$ 876
Special Assmnts- Tax Collector	512,659	512,659	516,263	3,604	-
Special Assmnts- Prepayment	-	-	380,019	380,019	35,568
Special Assmnts- CDD Collected	-	-	2,073	2,073	-
Special Assmnts- Discounts	-	-	(14,081)	(14,081)	-
TOTAL REVENUES	512,659	512,659	895,169	382,510	36,444
EXPENDITURES					
Administration					
Misc-Assessmnt Collection Cost	-	-	10,044	(10,044)	-
Total Administration	-	-	10,044	(10,044)	-
Debt Service					
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	-
Total Debt Service	512,659	512,659	898,916	(386,257)	-
TOTAL EXPENDITURES	512,659	512,659	908,960	(396,301)	-
Excess (deficiency) of revenues Over (under) expenditures	-	-	(13,791)	(13,791)	36,444
OTHER FINANCING SOURCES (USES)					
Operating Transfers-Out	-	-	(1,480)	(1,480)	-
TOTAL FINANCING SOURCES (USES)	-	-	(1,480)	(1,480)	-
Net change in fund balance	\$ -	\$ -	\$ (15,271)	\$ (15,271)	\$ 36,444
FUND BALANCE, BEGINNING (OCT 1, 2018)	(2,386,459)	(2,386,459)	(2,386,459)		
FUND BALANCE, ENDING	\$ (2,386,459)	\$ (2,386,459)	\$ (2,401,730)		

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUL-19 ACTUAL
<u>REVENUES</u>					
Interest - Investments	\$ -	\$ -	\$ 4	\$ 4	\$ -
TOTAL REVENUES	-	-	4	4	-
<u>EXPENDITURES</u>					
TOTAL EXPENDITURES	-	-	-	-	-
Excess (deficiency) of revenues Over (under) expenditures	-	-	4	4	-
<u>OTHER FINANCING SOURCES (USES)</u>					
Interfund Transfer - In	-	-	1,480	1,480	-
TOTAL FINANCING SOURCES (USES)	-	-	1,480	1,480	-
Net change in fund balance	\$ -	\$ -	\$ 1,484	\$ 1,484	\$ -
FUND BALANCE, BEGINNING (OCT 1, 2018)	-	-	-		
FUND BALANCE, ENDING	\$ -	\$ -	\$ 1,484		

**Concorde Estates
Community Development District**

Supporting Schedules

July 31, 2019

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

					ALLOCATION BY FUND	
DATE	NET AMOUNT	DISCOUNT/ (PENALTIES)	TAX	GROSS	GENERAL	SERIES 2011
RECEIVED	RECEIVED	AMOUNT	COLLECTOR	AMOUNT RECEIVED	FUND 001	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
TOTAL	\$ 1,213,426	\$ 34,719	\$ 24,764	\$ 1,272,908	\$ 756,646	\$ 516,263

% Collected 100% 100% 100%

TOTAL OUTSTANDING	\$ 0	\$ 0	\$ 0
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Cash and Investment Report
July 31, 2019

<u>ACCOUNT NAME</u>	<u>MATURITY</u>	<u>BANK NAME</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Checking Account - Operating		Bank United	0.00%	\$ 191,901
			Subtotal	<u>\$ 191,901</u>
Money Market		Bank United	1.75%	\$ 960,196
				<u>\$ 960,196</u>
DEBT SERVICE FUNDS				
Series 2011 Prepayment Account B		US Bank		688 (1)
Series 2011 Prepayment Fund (A-2)		US Bank		100,019 (1)
Series 2011 Reserve Fund (A-1)		US Bank		322,813 (1)
Series 2011 Revenue Fund (A-1)		US Bank		156,133 (1)
Series 2011 Revenue Fund (A-2)		US Bank		54,483 (1)
Series 2011 Revenue Fund B		US Bank		30 (1)
Series 2017 Revenue Fund B		US Bank		1,484 (1)
			Subtotal	<u>\$ 635,650</u>
			Total	<u><u>\$ 1,787,747</u></u>

NOTE 1 - Invested in Fidelity Govt Portfolio

CONCORDE ESTATES
Community Development District

Payment Register by Bank Account

For the Period from 7/1/19 to 7/31/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<u>BANK UNITED - GF CHECKING - (ACCT#XXXXX6364)</u>							
CHECK # 5219							
07/03/19	Vendor	SAMMY LEE ROMAN	2985	PLHSE & PLYGRND PEST CONTROL	R&M-Clubhouse	001-546015-57201	\$125.00
Check Total							\$125.00
CHECK # 5220							
07/03/19	Vendor	ENHANCED BUSINESS SOLUTIONS	070119	PREP & INSTALL SLAB	5000	001-546015-57201	\$3,350.00
Check Total							\$3,350.00
CHECK # 5221							
07/10/19	Vendor	BOYD CIVIL ENGINEERING, INC.	02339	6/3/19-6/30/19 GEN ENG	ProfServ-Engineering	001-531013-51501	\$525.00
Check Total							\$525.00
CHECK # 5222							
07/16/19	Vendor	YOUNG QUALLS, P.A.	15795	GEN COUNSEL THRU 07/02/19	ProfServ-Legal Services	001-531023-51401	\$10,959.61
Check Total							\$10,959.61
CHECK # 5223							
07/18/19	Vendor	ACCESS CONTROL TECHNOLOGIES INC	S110214	LGHTNG STRK CARD RDR	R&M-Clubhouse	001-546015-57201	\$132.00
Check Total							\$132.00
CHECK # 5224							
07/18/19	Vendor	CHURCHILL GROUP HOLDINGS	10460	JULY POOL/SPA SRVC	Contracts-Pools	001-534078-57201	\$675.00
07/18/19	Vendor	CHURCHILL GROUP HOLDINGS	10473	JULY ADDTL 2 WKLY POOL/SPA SRVC	Contracts-Pools	001-534078-57201	\$450.00
07/18/19	Vendor	CHURCHILL GROUP HOLDINGS	10485	JUNE CHEMICALS	R&M-Pools	001-546074-57201	\$434.00
07/18/19	Vendor	CHURCHILL GROUP HOLDINGS	19273	INSTALL NEW PUMP-DEPOSIT	R&M-Pools	001-546074-57201	\$4,049.00
Check Total							\$5,608.00

CONCORDE ESTATES
Community Development District

Payment Register by Bank Account

For the Period from 7/1/19 to 7/31/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 5225							
07/18/19	Vendor	SITEX AQUATICS, LLC	3060A	JULY LAKE MAINT	R&M-Aquascaping	001-546006-53801	\$865.00
Check Total							\$865.00
CHECK # 5226							
07/18/19	Vendor	BRIGHT HOUSE NETWORKS	026041204070919	7/8-8/7/19 0050260412-04 TV,INT,PHN	Telephone/Fax/Internet Services	001-541009-57201	\$129.29
Check Total							\$129.29
CHECK # 5227							
07/18/19	Vendor	CAPITAL LAND MANAGEMENT CORP	205690	JULY LANDSCP & IRRIG	Contracts-Landscape	001-534050-53908	\$12,200.00
07/18/19	Vendor	CAPITAL LAND MANAGEMENT CORP	205690	JULY LANDSCP & IRRIG	R&M-Irrigation	001-546041-53908	\$800.00
07/18/19	Vendor	CAPITAL LAND MANAGEMENT CORP	205767	IRRIGATION RPRS-DEPOSIT	R&M-Irrigation	001-546041-53908	\$3,942.50
07/18/19	Vendor	CAPITAL LAND MANAGEMENT CORP	205766	LNDSKP ENH SRV-DEPOSIT	Landscape Replacement	001-546338-53908	\$14,196.00
Check Total							\$31,138.50
CHECK # 5228							
07/25/19	Employee	BASAM M. ALLI	PAYROLL	July 25, 2019 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # 5229							
07/25/19	Employee	VICTOR CRUZ	PAYROLL	July 25, 2019 Payroll Posting			\$164.70
Check Total							\$164.70
CHECK # 5230							
07/25/19	Employee	MICHAEL A. BARBUCK	PAYROLL	July 25, 2019 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # 5231							
07/25/19	Employee	CESAR A. GOYETCHE	PAYROLL	July 25, 2019 Payroll Posting			\$184.70
Check Total							\$184.70

CONCORDE ESTATES
Community Development District

Payment Register by Bank Account

For the Period from 7/1/19 to 7/31/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 5232							
07/25/19	Employee	MARTHA MENDEZ-LAND	PAYROLL	July 25, 2019 Payroll Posting			\$184.70
Check Total							\$184.70
ACH #DD145							
07/27/19	Vendor	KUA - ACH	070919-6180 ACH	6/10-7/9/19 UTILITY SRVC	Electricity - Streetlighting	001-543013-53100	\$4,317.83
ACH Total							\$4,317.83
ACH #DD146							
07/16/19	Vendor	TOHO WATER AUTHORITY - ACH	061519 ACH	5/15/19-6/15/19 UTILITY SRVCS	Utlitiy-Water	001-543018-53601	\$11,381.65
ACH Total							\$11,381.65
ACH #DD147							
07/01/19	Vendor	KUA - ACH	062519 ACH	05/17/19-06/18/19 UTILITY SRVCS	Electricity - Rec Center	001-543040-53100	\$1,074.79
07/01/19	Vendor	KUA - ACH	062519 ACH	05/17/19-06/18/19 UTILITY SRVCS	Electricity - Streetlighting	001-543013-53100	\$5,539.76
07/01/19	Vendor	KUA - ACH	062519 ACH	05/17/19-06/18/19 UTILITY SRVCS	Electricity - General	001-543006-53100	\$1,261.44
ACH Total							\$7,875.99
Account Total							\$77,311.37

Total Amount Paid	\$77,311.37
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Notes to the Financial Statements
July 31, 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
Expenditures				
<u>Administrative</u>				
FICA Taxes	\$0	\$750		Payroll taxes.
ProfServ-Legal Services	\$13,000	\$42,908	330%	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 insurance.
Legal Advertising	\$1,800	\$1,074	60%	Orlando Sentinal meeting and rfp notifications.
Miscellaneous-Assessment Collection Cost	\$0	\$14,721		Tax collector commission withheld from assessment distributions.
<u>Water-Sewer Comb Services</u>				
Utility-Water	\$110,000	\$94,263	86%	Water utility services provided by TOHO.
<u>Flood Control/Stormwater Mgmt</u>				
R&M-Aquascaping	\$6,312	\$7,972	126%	Includes monthly aquatic maintenance by Sitex Aquatics.
R&M-Lake and Pond Bank	\$5,000	\$9,401	188%	Includes stormwater maintenance and aquatic plants.
<u>Other Physical Environment</u>				
R&M-Irrigation	\$3,500	\$17,664	505%	Various irrigation repairs by Duval Landscape Maint.
Landscape Replacement	\$10,000	\$14,196	142%	Landscape enhancement service provided by Capital Land Management.

Notes to the Financial Statements
July 31, 2019

<u>Account Name</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>% of Budget</u>	<u>Explanation</u>
<u>Contingency</u>				
Misc.-Contingency	\$63,895	\$73,001	114%	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.
<u>Parks and Recreation</u>				
R&M-Pools	\$5,000	\$8,537	171%	Pool chemicals, new pump installation, ADA lift battery and incidentals repairs.
R&M-Fitness Equipment	\$3,000	\$5,234	174%	New elliptical trainer and various equipment 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	\$1,026	120%	District switched from Direct TV to Bright House.
Office Supplies	\$350	\$757	216%	Inframark reimbursement.
Clubhouse Cleaning Service G&A	\$750	\$2,268	216%	Amenity cleaning services provided by Cleanwel, Inc. and cleaning supplies.

7B

**NOTICE OF MEETING SCHEDULE
CONCORDE ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Concorde Estates Community Development District will hold their meetings for Fiscal Year 2020 at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746 on the last Thursday of the month at 11:00 am unless otherwise indicated.

October 31, 2019
November 21, 2019 (Third Thursday)
December 19, 2019 (Third Thursday)
January 30, 2020
February 27, 2020
March 26, 2020
April 30, 2020
May 28, 2020 **9:00 am** (Budget Workshop)
May 28, 2020
June 25, 2020
July 30, 2020 (Budget Public Hearing)
August 27, 2020
September 24, 2020

These meetings are open to the public and will be conducted in accordance with the provision of Florida Law for Community Development Districts. These meetings may be continued to a date, time, and place to be specified on the record at the meeting. Future meetings will be separately published at least seven days prior with the date, time and location.

There may be occasions when one or more Supervisors will participate by telephone. At the above location there will be present a speaker telephone so that any interested person can attend the meeting at the above location and be fully informed of the discussions taking place either in person or by telephone communication.

Any person requiring special accommodations at these meetings because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Each person who decides to appeal any decision of the Board with respect to any matter considered at a meeting, such person will need a record of the proceedings and should accordingly ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which such appeal is to be based.

Kristen Suit
District Manager

**NOTICE OF MEETING SCHEDULE
CONCORDE ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Concorde Estates Community Development District will hold their meetings for Fiscal Year 2020 at the Concorde Estates Clubhouse, located at 3151 Georgian Bay Lane, Kissimmee, Florida 34746 on the last Wednesday of the month at 1:00 pm unless otherwise indicated.

October 30, 2019
November 20, 2019 (Third Wednesday)
December 18, 2019 (Third Wednesday)
January 29, 2020
February 26, 2020
March 25, 2020
April 29, 2020
May 27, 2020 **11:00 am** (Budget Workshop)
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Kristen Suit
District Manager

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CONCORDE ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

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October 30, 2019
November 20, 2019 **1:00 pm** (Third Wednesday)
December 18, 2019 (Third Wednesday)
January 29, 2020
February 26, 2020 **1:00 pm**
March 25, 2020
April 29, 2020
May 27, 2020 **11:00 am** (Budget Workshop)
May 27, 2020 **1:00 pm**
June 24, 2020
July 29, 2020 **1:00 pm** (Budget Public Hearing)
August 26, 2020
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Kristen Suit
District Manager

7E.



**ENHANCED
BUSINESS
SOLUTIONS**

Strategic Solutions For All Of Your Business Needs

Invoice

August 16, 2019

COMING FROM:

Enhanced Business Solutions

3005 Siesta View Dr.

Kissimmee, FL 34744

(407) 633-9557

GOING TO:

Concorde estate

Kissimmee Florida

Quote BY: A.Torres

TERMS:

Payment upon completion

ITEM #	DESCRIPTION/COMMENTS	Qty	Amount Due
Tree removal	Extended branch removal over splash pad		
	Extended branch removal over splash pad pump		
	Brush removal inside pool pump both sides		
	Extended branch removal over pool pump		
	6 soffit repair		
	Repair architectural foam repair holes		
	Paint to match area haul off debris		

MEMO / NOTES: 2 day work time 2 guys

\$ 1,925.00

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

[Signature] 8/16/19

CHURCHILLSGROUP

Working hard for your leisure

Inframark

3151 Georgian Bay Ln
Kissimmee, FL 34746

Agenda Page 63

Estimate #1910

From Churchills
407 557 2730
mail@churchillsgroup.com
www.churchillsgroup.com
1101 Miranda Ln #131
Kissimmee
FL 34741

Bill To Villa Sol
3050 Puerta Del Sol Blvd
Kissimmee, FL 34747

Sent On 08/13/2019

Job Title Sump pump

SERVICE / PRODUCT	DESCRIPTION	QTY.	UNIT COST	TOTAL
SUMP_Pump 1/3HP	<p>During main pump install it was noted sump pump was faulty and tripping breaker. Sump pump will need to be retained as the other area of the equipment enclosure drains into this sump.</p> <p>Remove existing, clean out lines (all were silted up) and supply and install new sump pump, connect to existing fixtures inc. new threaded union and pipe section.</p>	1	\$389.00	\$389.00

Total

\$389.00

All parts and/or materials remain the property of Churchill's until payment is made in full. The customer agrees and grants to Churchill's or its nominees free and unencumbered access for the removal of any parts and materials when the invoice payment terms have been exceeded.

This is an estimate, the estimated price is valid for 30 days. By signing/returning this document you certify that you have authority to approve these work items and you are able to furnish payment for the work. You are also agreeing that you have read these terms and agree not to hold Churchills or its nominees responsible for warranties offered by the equipment manufacturers. Churchills and its nominees offer a 30 day labor warranty on all repairs.

Additional warranties are offered by the respective equipment/parts

Victor Cruz 08/18/2019

Victor Cruz
Chairman
Concorde Estates CDD

1 of 2 pages

CHURCHILLSGROUP

Working hard for your leisure

Inframark

3151 Georgian Bay Ln
Kissimmee, FL 34746

Notes Continued...

manufacturer.

A deposit may be required, no fee for cash or check payment.

NOTE: Payment by link on estimate, credit card/PayPal will incur convenience fee of 3.5% or net proceeds only applied as account credit).

To accept the estimated work please respond to e-mail.

Estimate #1910

From Churchills
407 557 2730
mail@churchillsgroup.com
www.churchillsgroup.com
1101 Miranda Ln #131
Kissimmee
FL 34741

Bill To Villa Sol
3050 Puerta Del Sol Blvd
Kissimmee, FL 34747

Sent On 08/13/2019

Job Title Sump pump