

**CONCORDE ESTATES
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

NOVEMBER 20, 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

November 13, 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 is **scheduled to be held on Wednesday, November 20, 2019 at 1:00 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/Field Manager's Report**
 - A. Discussion of Weekly Clubhouse Attendant Report
 - B. Monthly Field Manager's Report
 - C. Proposals for New Vendor Pool Maintenance Services
 - D. Consideration of Inframark Proposal for Removal of Moss
- 5. Engineer's Report**
 - A. Update on SFWMD Permit
- 6. Attorney's Report**
 - A. Contract Status Update: Access Control System
 - B. Update on Landscape Irrigation Contract Review: Labor Costs for Irrigation Repair
 - C. Update on Duval Offset Matter
 - D. Update on Foreclosure Process
 - E. Resolution 2020-1 Setting Public Hearing Rules and Regulations
 - F. Other
- 7. District Manager's Report**
 - A. Consent Agenda
 - i. Minutes of the October 30, 2019 Meeting
 - ii. Financial Statements
 - B. Consideration of Third Amendment to District Management Services Agreement
 - C. Proposals for District Engineer Services
 - i. Dewberry Proposal
 - ii. Pegasus Proposal
 - D. 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 November 2019

Splash Pad

Materials have been ordered. Work is scheduled for the week of November 18th.

Pool Gates

Contract was generated and in the process of execution.

Lake Fountain (front of clubhouse)

Estate Lake Management ordered the control panel and received the wrong one.

Waiting on materials to arrive in order to complete work.

Playgrounds

Met with Creative Playthings to coordinate work and finalize exact location within the parameters. Creative Playthings is in the process of obtaining permits. Materials and supplies were already ordered.

Tennis Court

AAA Court started tennis resurfacing project on 11/5/19. Expected to complete by 11/16/19

Lakes

Sitex have been managing lakes and picking up trash on every visit. Vendor was called to review 2 lakes as algae presence was found.

Landscaping

See attached Landscaping Review from Inframark and Monthly Report from Capital Land

Work Order Status Update

Work Order Status Update

Repaired and refurbished benches at St. Clair park.



Repaired broken gates at dog park.



Pressure washed gazebo at St. Clair park.



Pressure washed sidewalks at St. Clair Park.



Inframark Landscaping Review

Concorde Estates Landscaping Review						
Issue	Location	Date of Drive-	Status	Field Manager Comments	Photos	
Weeds control.	At Coastal View Ct.	10/14/2019	Completed	As per contract provide the spray of weeds service in the street cracks, between curb and asphalt and CDD sidewalk. This issue is present after three month		
Edging	At Coastal View Ct.	10/14/2019	Not completed	Edging not completed the all.		
Mowing	At Coastal View Ct.	10/14/2019	Completed	Mowing not completed the all.	 Image	
Beds (weed control)	At Grasmere View Pkwy.	10/14/2019	Completed	Poor beds details service. Two month with this weed present on the area.		
Tree Branches.	At Saint Clair St.	10/14/2019	Not completed	Several Tree branches hanging over the sidewalk.Provie schedule for this jobs.		
Tree Branches.	At Greatbear Way	10/14/2019	Not completed	Tree branches hanging over the sidewalk		

Trimming	At Pleasant Hill	10/14/2019	Ongoing	Trimming the plants near to the wall is pending for services. Two month and the service is not completed.	
Beds (weed control)	At Pleasant Hill	10/14/2019	Ongoing	Poor beds details service. Two month and the services is not completed.	   
Beds (weed control)	At Pleasant Hill Both side entrances	10/14/2019	Ongoing	Poor beds details service. Two month and the services is not completed.	   
Beds (weed control)	At Coastal View Ct.	10/14/2019	Not completed	Poor beds conditions.	 
Mowing	Throughout the community	10/14/2019	Ongoing	service behind the PVC fence not completed on months.	 
Weed control.	Throughout the community	10/14/2019	Not completed	several weed present between sidewalk.	 

Brown spot on the sod.	Left side of the recreation center(Grasmere view Pkwy)	10/14/2019	Not completed	Brown spot on the St. Augustine sod.		
			Not completed	Sicamore tree present angle of inclination and possible detachment of roots, provide proposal for remove and install 50 gal. tree.		
Brown spot on the sod.	Throughout the community	10/14/2019	Not completed	Brown spot on the St. Augustine sod.		
Weeds control.	At Grasmere View Pkwy.	10/14/2019	Ongoing	Weeds growing over the trees and small plants. This have been an issue for the last 2 months.	 	  

Capital Land Monthly Report

Legend:

VBC-Volley Ball Court
 PP-Pocket Park
 TC-Trash Can
 EM-Easement
 DP-Dog Park



Concorde Estates CDD Monthly Report

October.2019

		<u>Detail Da Mow Crews</u>		
Main Entrances, 1/2 Blvd		3-Oct	Oct 3,10,17,24,31	<u>Pine Bark Mulch</u>
Clubhouse, 1/2 Blvd	VBC, TC	10-Oct	Oct 3,10,17,24,31	
3181 Stonington Run	PP,TC	17-Oct	Oct 3,10,17,24,31	
3101 Duxbury Dr	PP,TC	17-Oct	Oct 3,10,17,24,31	<u>Annuals</u>
2991 Stonington Run	Pond	17-Oct	Oct 3,10,17,24,31	N/A
3207 Hopewell Dr	PG,DP,TC	17-Oct	Oct 3,10,17,24,31	
3201 Rydal Water Way	PP,TC	17-Oct	Oct 3,10,17,24,31	<u>Proposals</u>
2804 Grasmere View Pkwy	cul de sac	17-Oct	Oct 3,10,17,24,31	Edging Install
2440 Tradewinds Dr	cul de sac	17-Oct	Oct 3,10,17,24,31	Old mulch removal
2351 Tradewinds Dr	DP,TC	17-Oct	Oct 3,10,17,24,31	Tennis court moss cleanup
3209 Jackson Grey Rd	PP	17-Oct	Oct 3,10,17,24,31	Irrigation Repairs
2260 Tradewinds Dr	Pond	17-Oct	Oct 3,10,17,24,31	<u>Plant Insects</u>
3000 Harbor View Ln	2 Ponds	24-Oct	Oct 3,10,17,24,31	
3141 Oyster Bay Ln	Lift Station	24-Oct	Oct 3,10,17,24,31	
3131 Rocky River Rd	PP	24-Oct	Oct 3,10,17,24,31	<u>Turf Weeds</u>
3130 Rocky River Rd	PP	24-Oct	Oct 3,10,17,24,31	
2331 Marshfield Preserve Way	Easement	24-Oct	Oct 3,10,17,24,31	
2351 Marshfield Preserve Way	Pond,EM	24-Oct	Oct 3,10,17,24,31	<u>Turf Insects</u>
3150 Seasalt Dr	EM	24-Oct	Oct 3,10,17,24,31	
3208 Olivia Breeze Dr	PP,TC	24-Oct	Oct 3,10,17,24,31	
3220 Jubilee Rd	Pond,EM	24-Oct	Oct 3,10,17,24,31	<u>Turf Disease</u>
2770 Marshfield Preserve Way	Bridge 1	24-Oct	Oct 3,10,17,24,31	
2820 Marshfield Preserve Way	Bridge 2	24-Oct	Oct 3,10,17,24,31	
2890 Marshfield Preserve Way	Pond,EM	24-Oct	Oct 3,10,17,24,31	<u>Problem Areas</u>
2990 Marshfield Preserve Way	Easement	24-Oct	Oct 3,10,17,24,31	
3461 Marshfield Preserve Way	2 Pine Trails	24-Oct	Oct 3,10,17,24,31	
3441 Marshfield Preserve Way	Lift Station	24-Oct	Oct 3,10,17,24,31	<u>Heavy Leaf Litter</u>
3000 Greatbear Way	PP,TC	31-Oct	Oct 3,10,17,24,31	
3041 Palemero Rose Way	2 Pine Trails	31-Oct	Oct 3,10,17,24,31	
3080 Palemero Rose Way	Pond,EM	31-Oct	Oct 3,10,17,24,31	<u>Fertilization</u>
3211 Marshfield Preserve Way	Easement	31-Oct	Oct 3,10,17,24,31	

Legend:

VBC-Volley Ball Court

PP-Pocket Park

TC-Trash Can

EM-Easement

DP-Dog Park



Concorde Estates CDD Monthly Report

November.2019

		<u>Detail Da Mow Crews</u>		
Main Entrances, 1/2 Blvd		31-Oct	November 7,21	<u>Pine Bark Mulch</u>
Clubhouse, 1/2 Blvd	VBC, TC	31-Oct	November 7,21	Being scheduled
3181 Stonington Run	PP,TC	7-Nov	November 7,21	
3101 Duxbury Dr	PP,TC	7-Nov	November 7,21	<u>Annuals</u>
2991 Stonington Run	Pond	7-Nov	November 7,21	
3207 Hopewell Dr	PG,DP,TC	7-Nov	November 7,21	
3201 Rydal Water Way	PP,TC	7-Nov	November 7,21	<u>Proposals</u>
2804 Grasmere View Pkwy	cul de sac	7-Nov	November 7,21	Tennis court moss cleanup
2440 Tradewinds Dr	cul de sac	7-Nov	November 7,21	
2351 Tradewinds Dr	DP,TC	7-Nov	November 7,21	
3209 Jackson Grey Rd	PP	7-Nov	November 7,21	
2260 Tradewinds Dr	Pond	7-Nov	November 7,21	<u>Plant Insects</u>
3000 Harbor View Ln	2 Ponds	7-Nov	November 7,21	
3141 Oyster Bay Ln	Lift Station	21-Nov	November 7,21	
3131 Rocky River Rd	PP	21-Nov	November 7,21	<u>Turf Weeds</u>
3130 Rocky River Rd	PP	21-Nov	November 7,21	
2331 Marshfield Preserve Way	Easement	21-Nov	November 7,21	
2351 Marshfield Preserve Way	Pond,EM	21-Nov	November 7,21	<u>Turf Insects</u>
3150 Seasalt Dr	EM	21-Nov	November 7,21	Ants
3208 Olivia Breeze Dr	PP,TC	21-Nov	November 7,21	
3220 Jubilee Rd	Pond,EM	21-Nov	November 7,21	<u>Turf Disease</u>
2770 Marshfield Preserve Way	Bridge 1	21-Nov	November 7,21	
2820 Marshfield Preserve Way	Bridge 2	21-Nov	November 7,21	
2890 Marshfield Preserve Way	Pond,EM	21-Nov	November 7,21	<u>Problem Areas</u>
2990 Marshfield Preserve Way	Easement	21-Nov	November 7,21	
3461 Marshfield Preserve Way	2 Pine Trails	21-Nov	November 7,21	
3441 Marshfield Preserve Way	Lift Station	21-Nov	November 7,21	<u>Heavy Leaf Litter</u>
3000 Greatbear Way	PP,TC	5-Dec	November 7,21	
3041 Palemero Rose Way	2 Pine Trails	5-Dec	November 7,21	
3080 Palemero Rose Way	Pond,EM	5-Dec	November 7,21	<u>Fertilization</u>
3211 Marshfield Preserve Way	Easement	5-Dec	November 7,21	11/27/2019 with ant treatment

Sitex Aquatics Monthly Report

CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT

OPERATIONS & MAINTENANCE HIGHLIGHT

SITEX AQUATICS MANAGEMENT REPORT

October 2019

All ponds were treated for shoreline vegetation as needed with a custom grass mix targeted for specific species present. All ponds had trash removed as well.

POND1- Hydrilla and algae treated.

POND2- Algae spot treated

POND3- Algae and Grasses treated

POND4- Hydrilla and Algae spot treated

POND5- Algae and Grasses spot treated

POND6- Algae treatment

POND7- Hydrilla and Algae treated

POND8- Algae and Grasses spot treated

POND9- Hydrilla Shoreline grasses treated

POND10- Algae treated

ADDITIONAL NOTES:

We have had a pretty dry month resulting in low water levels. This has allowed us to treat several ponds with exposed underwater vegetation. Everything has been treated & may require a follow up. Please don't hesitate to reach out to my staff or myself if you need anything at all.

Regards

Brian Fackler

Sitex Aquatics LLC.

CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT

OPERATIONS & MAINTENANCE HIGHLIGHT

SITEX AQUATICS MANAGEMENT REPORT



November 2019

All ponds were treated for shoreline vegetation as needed with a custom grass mix targeted for specific species present. All ponds had trash removed as well.

POND1- Hydrilla and algae treated.

POND2- Algae spot treated

POND3- Algae and Grasses treated

POND4- Algae spot treated

POND5- Algae treated

POND6- Algae treatment

POND7- Algae and grasses treated

POND8- Algae and grasses spot treated

POND9- grasses treated

POND10- Hydrilla follow up treated

ADDITIONAL NOTES:

We had a few ponds on the property this past month with algae and hydrilla blooms. These have been treated and are scheduled for follow up. Please don't hesitate to reach out to my staff or myself if you need anything at all.

Regards

Brian Fackler

Sitex Aquatics LLC.

4C.



L.P.M is Your Full Service Pool & Maintenance Services Provider

"Your First and Last Company you will ever have to call for ALL your properties needs"

P: (407) 778-5055 F: (407) 778-5057

POOL / MAINTENANCE SERVICES AGREEMENT

Date: 11/12/2019

Time:

Please accept this proposal for quality Pool & Maintenance services from Lexington Pool & Maintenance, LLC.

Let Lexington Pool & Maintenance, llc save your facility up to 10% on all your facilities pool & maintenance needs.

Please note the following:

Name: Concord Estates CDD
Address: 313 Campus Street
Celebration, Florida 34747

E-Mail Address: ariel.medina@inframark.com

Attention: Mr. Ariel Medina
Title: Field Services Supervisor
Telephone #: 407-566-4122
Cell #: 281-831-0139
Pool Size: 85,000
Spa: NO
Cabana: YES
Splash Pad: YES

<u>Classification:</u>	<u>No.</u>	<u>Type of Service</u>	<u>Days of The Week</u>	<u>Staffing Requirements</u>	<u>Cost Per Month:</u>	<u>Notes:</u>
1 Splash Pad	1	Full Procedure	3	1.00	\$400.00	General Maint. Cleaning
2 Pool	1	Full Procedures	3	1.00	\$1,200.00	General Maint. Cleaning
3						
4						

This Agreement includes Chemicals: Yes: ☒ No: ☐ **Client Initials:** _____

This Agreement includes Paper Products: Yes: ☐ No: ☐ **Client Initials:** _____

References: Don Asher Management, Sentry Management, Leland Management, Blue Waters Management.

Note: Severe and/or bad weather days may result in a Chemical Only or Skipped Visit, **Client Initials:** _____

Note: Temperature Conditions below 50 Degrees might result in a Skipped or Chemical Only Visit, **Client Initials:** _____

Emergency Number: ***24 hours a day / 7 days a week*** 407-778-5055

Scope of Work / Rate: The Scope of Work above and Contract Rate or Rates as shown above is agreeable to you, the Client,
Client Initials: _____

Holidays: The following holidays shall be billed to the Client at Time and One-Half per man per hour if worked, New Year's Day, Easter Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day, Veteran's Day.

Billing Rate Information: Billing rates for services shall be approved in writing prior to services being rendered.

We are pleased to offer these services to you at the competitive rates listed above. Billing is on a monthly basis, and is payable by check within 30 days from the invoice date. There is a finance charge of \$25 per month on any unpaid balance over 35 days old. Balance and interest of 5% will be compounded monthly until invoice is paid. LPM reserves the right on any balance over 40 days old to suspend services until the outstanding balance is brought up-to-date. **Client's Initials:** _____

Emergency Call Outs or Service Calls: to repair equipment, plumbing leaks or Fecal Release will be at an additional charge, at a minimum of 2 hours at \$85.00 per hour, per man. If at any time after 5pm, the rate is time and one half, per man, per hour.

Sales Tax Information: All applicable sales and use taxes will be added to each invoice. All invoices are payable upon receipt unless otherwise stated.

Terms and Conditions: The term of this Agreement shall be for a period of one (1) year. Upon expiration of this term or any renewed term of the Agreement, this Agreement shall be automatically renewed for an additional one (1) year term plus a Cost of Supplies & Living Index of 5.0% per year for the renewed one (1) year term unless one of the parties shall have given the other party notice of termination of this Agreement upon the expiration of the then current term at least 30 days prior to the expiration of such current term. This Agreement may also be terminated with 30 days written notice by either party for cause, after written notice to other party and not less than fifteen (15) days opportunity to cure, **Client's Initials:** _____

PLEASE CAREFULLY READ AND SIGN THIS AGREEMENT!

THE TERMS AND CONDITIONS OF THIS DOCUMENT ARE BINDING ON THE PARTIES TO THIS AGREEMENT.

Contract Price: The aforementioned charges shall remain firm for the first year of this agreement and thereafter shall be subject to the provision that said price may increase or decrease to reflect adjustments in the direct out of pocket costs of Lexington Pool & Maintenance, LLC for the performance of the services provided herein as a result of changes in wage requirements and/or fringe benefit costs.

Restrictive Covenant: Providing that it is not prohibited by existing law or public policy, the Client and its affiliates or subsidiaries in the State of Florida, New York or Connecticut agree to refrain from directly or indirectly soliciting LPM employees to work for the Client directly or in a similar job classification for a period of one (1) year after an employee of LPM voluntarily or involuntarily leaves the company employment at the Clients premises or affiliated premises. Any breach of this provision shall result in a payment by the Client to LPM in the amount of Ten Thousand Dollars.

Force Majeure. Lexington Pool & Maintenance, llc performance of its obligations hereunder is subject to all applicable laws, ordinances, rules and regulations of governmental authorities. LPM, knowingly, shall not be liable for any delay or failure in any of its obligations under this Agreement caused by acts beyond its control, including but not limited to acts of God or of the public enemy, acts of the government of the United States, or any state or political subdivision of the state, war terrorists or terrorist acts, fires, floods, explosions, earthquakes, windstorms, hurricanes, lightning, or other catastrophes riots, strikes, work stoppages, union organizing, unusually severe weather, inability of LPM to obtain equipment or material or intervening acts of third parties. This Agreement may be terminated by either party prior to its expiration as provided herein, should the other party be in breach of any provision of this Agreement and such defaulting party fails to cure such breach of default within 30 days of written notice of such default by the non-breaching party.

Indemnity. Each party agrees to indemnify and hold the other, including its agents, employees, directors, and attorneys harmless from any claims, damages or liability of any nature whatsoever, knowingly arising out of the act, errors or omissions of the indemnifying party, its agents, employees, directors or attorneys. Client further indemnifies Company for any claims arising out of the condition of the property including but not limited to claims by any incumbent or other provider of maintenance, janitorial, pool, spa or housekeeping services.

Contract Alterations: Only the Company or its authorized agents can modify this contract. No changes can occur to the contract without written consent from the Company.

Insurance. L.P.M will maintain and carry all necessary insurance for its business and employees. Client will maintain and carry all necessary insurances, including but not limited to Umbrella, Workers Comp. General Liability insurance as required by state law for the operation of clients property and business.

Binding Effect. This agreement shall be binding upon and inure to the benefit of the parties, their respective successors and/or assigns.

Entire Agreement; Modification. This Agreement constitutes the entire agreement between the parties and no modification hereof shall be valid except in writing signed by both parties.

Governing law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

Notices. Any notice required hereunder shall be effective upon deposit in the U.S. mail, postage prepaid, addressed to the appropriate party as follows:

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

COMPANY

Lexington Pool & Maintenance, LLC
2869 Wilshire Drive
Suite 202
Orlando, Florida 32833

CLIENT

Concord Estates CDD
313 Campus Street
Celebration, Florida 34747

Authorized Signatur  For LPM, LLC

Authorized Signature: _____

(Printed) Name: PAUL NAPOLITANO

(Printed) Name: _____

Title: PRESIDENT for LPM, LLC

Title: _____

Date:

Date: _____

Lexington Pool & Maintenance, llc is an equal opportunity employer. Each of our technicians is professionally trained, fully insured, wears a uniform with an identifiable LPM logo.

Thank you for this opportunity to provide you with quality services from Lexington Pool & Maintenance LLC

APPENDIX “A”

Concord Estates

POOL & SPLASH PAD SERVICES INCLUDES THE FOLLOWING:
THREE TIMES PER WEEK: **\$1,600.00 Monthly**

1. Backwash as Needed
2. Net and Brush Pool
3. Net Leaves from Pool
4. Vacuum Pool as Needed
5. Clean Pool Tile
6. Clean Skimmers
7. Check All Chemicals and Add as Needed
8. Maintain Pool Log
9. Supply All Chemicals
10. Scrub Splash Pad with soft bristle broom
11. Check Splash Pad Jets & Operations
12. Check Splash Pad Controller/s and Aeration System for proper operation
13. Walk Perimeter and remove trash from Pool Deck, (dispose on property)
14. Check to Ensure all Equipment and Pool Lights are Working Properly
15. Blow off Pool Deck
16. Keep Furniture Clean and In Order on Pool Deck
17. Empty Trash Pail(s) on pool deck & dispose of same on property
18. Degrease and Acid Wash all Grids to the Filters
19. Clean Filter Baskets of all Debris
20. Check all Pool Accessories on Pool Deck
21. Keep Pool Packs Area Clean & Free from Debris

MONTHLY CHARGE FOR ABOVE SERVICES: \$1,600.00 Monthly



For LP&M, LLC

Paul Napolitano President / C.E.O

Authorized Signature/Date

Please Note: All repairs, if under \$100.00, (per occurrence) which are essential to the safe operation of the pool or of a Health Code Enforcement Compliancy Issue, may be implemented by Lexington Pool & Maintenance, llc without verbal or written Agent or Manager Approval. If costs are over \$100.00, Agent and or Manager will receive a proposal for the work required.

Drip Pools LLC

PO Box 607477
Orlando, FL 32860 US
dripdropools@gmail.com



Estimate

ADDRESS

The Concorde Estates CDD
3151 Georgian Bay Ln.
Kissimmee, FL 34746

ESTIMATE

DATE

213498

11/12/2019

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Commercial Pool Service	<p>Three services per week</p> <ul style="list-style-type: none">- Monday (full service)- Wednesday (chemical equipment)- Saturday (full service) <p>Services include: checking pool equipment, vacuuming, brushing walls, cleaning of tiles, and water line, skim surface, analyze and balance water, clean filtration system.</p> <p>Drip Pools will provide all chemicals including: chlorine, acid, bicarbonate, calcium, stabilizer. Drip Pools will comply with all Florida Health Department regulations.</p> <p>Drip Pools will inspect equipment in pump area and report any concerns.</p> <p>Drip Pools monthly maintenance fees does not include phosphates, metal remover, copper treatment, black algae etc. said treatments and/or services shall be invoiced separately.</p>	1	1,100.00	1,100.00
TOTAL				\$1,100.00

Accepted By

Accepted Date

4D.

November 8, 2019

Concorde Estates CDD	
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Prepared by Inframark, Ariel Medina, Field Manager

313 Campus Street, Celebration, FL 407-566-1935] russ.simmons@inframark.com

Sixth Order of Business

6E.

RESOLUTION 2020-1

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CONCORDE ESTATES COMMUNITY DEVELOPMENT DISTRICT TO DESIGNATE DATE, TIME AND PLACE OF PUBLIC HEARING AND AUTHORIZATION TO PUBLISH NOTICE OF SUCH HEARING FOR THE PURPOSE OF ADOPTING AMENDED AND RESTATED RULES AND REGULATIONS; AND PROVIDING AN EFFECTIVE DATE

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

WHEREAS, the Board of Supervisors of the District (the “Board”) is authorized by Section 190.011(5), *Florida Statutes*, to adopt rules and orders pursuant to Chapter 120, *Florida Statutes*.

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

SECTION 1. A Public Hearing will be held to adopt the District’s Amended and Restated Rules and Regulations on January 29, 2020, at 4:00 p.m., in the Concorde Estates Clubhouse, 3151 Georgian Bay Lane, Kissimmee, Florida.

SECTION 2. The District Secretary is directed to publish notice of the hearing in accordance with Section 120.54, *Florida Statutes*.

SECTION 3. This Resolution shall become effective immediately upon its adoption. **PASSED AND ADOPTED** this 20th day of November 2019.

ATTEST:

**CONCORDE ESTATES COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

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, October 30, 2019 at 4:00 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	Young Qualls, P.A.
Steven N. Boyd	District Engineer
Ariel Medina	Field Supervisor
Capital Land Management Staff	

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

Staff Report- Site/Clubhouse Manager's Report

- A. Discussion of Weekly Clubhouse Attendant Report**
- B. Monthly Field Manager's Report**

- Mr. Medina reviewed the monthly Field Management Report which was included in the agenda package.

C. Consideration of Splash Pad Repair Proposal

- Splash Pad Repair Proposal from Lexington Pool Maintenance was reviewed.

On MOTION by Mr. Cruz seconded by Mr. Barbuck with all in favor the Lexington Pool & Maintenance splash pad repair proposal in the amount of \$817.78 was approved. 5-0

D. Consideration of Capital Land Proposal for Removal of Mulch

- This item was no longer needed.

E. Consideration of Capital Land Proposal for Removal of Moss

- This item was tabled pending the inclusion of more details and specifics in the proposal.

Irrigation Repairs:

- Proposal from Capital Land Management for irrigation repairs was discussed.
- The inclusion of labor costs in the proposal was discussed.
- District Counsel will review contract to verify if labor costs are included.

On MOTION by Mr. Goyetche seconded by Mr. Cruz with all in favor the Capital Land Management proposal for irrigation repairs in the amount of \$6,197 subject to District Counsel review if the portion of the proposal which is for labor costs, \$2,800 of the total proposal is included in the contract amount or is paid when the work is done was approved. 5-0

- Landscape maintenance was addressed.

F. Consideration of Proposal for Access Control System

- Mr. Qualls commented the Envera contract was reviewed and it appears to be one-sided. An option would be that someone on the prevailing side of the motion to adopt an interim contract can make a motion to reconsider; and if that motion to reconsider is seconded and adopted by the Board, then you do not have to move forward because the contract negotiations broke down and you would be in a position to get a new company.
- Mr. Medina reviewed a proposal he obtained from another company, Servusat.
- Discussion ensued with regard to the current contract with Envera; and the new proposal from Servusat. Funding was addressed.

On MOTION by Mr. Cruz seconded by Mr. Goyetche with all in favor to not move forward with Envera and to rescind Envera Proposal approval was approved. 5-0

The record will reflect Mr. Boyd joined the meeting.

FIFTH ORDER OF BUSINESS

Engineer's Report

A. Update on SFWMD Permit

B. Update on Austin Environmental Report

- Mr. Boyd distributed proposals from Austin Environmental and Robinson Wetland to obtain aquatic plant control permit.
- A quote to perform the work can be obtained after the permit is received.

On MOTION by Ms. Land seconded by Mr. Barbuck with all in favor the Robinson Wetland proposal to obtain the permit in the amount of \$300 was approved. 5-0

- Mr. Boyd presented a Work Authorization Request to perform the annual stormwater system inspection in the amount of \$2,850.
- Mr. Boyd notified the Board he will step down as the District Engineer at the end of the year.

On MOTION by Mr. Barbuck seconded by Ms. Land with all in favor the Work Authorization Request for the annual stormwater system inspection in the amount of \$2,850 was approved. 5-0

The record will reflect Mr. Boyd left the meeting.

SIXTH ORDER OF BUSINESS

Attorney's Report

A. Report on 2nd Off-Set Letter to Duval Landscape

- Mr. Qualls reported on a letter from the attorney representing Duval and correspondence sent responding to it.
- There has not been a response and they have not filed a lawsuit. They received the \$10,000 and understand why the \$8,000 is being withheld.

- Mr. Goyetche will continue as liaison with District Counsel on this matter.
- B. Update on Foreclosures**
- Mr. Qualls provided an update on foreclosures. Discussion ensued with regard to options if the parcels are not purchased.
- C. Update on Notice to Avex Homes**
- Another letter was sent to Avex Homes and an on-site walk thru with the construction supervisor was held earlier today. The lines of communication have been opened and a procedure is in place.
- D. Resolution 2020-1 Setting Public Hearing Rules and Regulations**
- The workshop was continued to November 20, 2019; and this item was tabled to the November meeting.
- E. Update on ADA Website Compliance Contract**
- District Counsel has reviewed the contract.

SEVENTH ORDER OF BUSINESS**Manager's Report****A. Consent Agenda****i. Minutes of the September 25, 2019 Meeting**

On MOTION by Mr. Cruz seconded by Mr. Goyetche with all in favor the Minutes of the September 25, 2019 Meeting were approved. 5-0

ii. Financial Statements

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

i. Motion to Assign Fund Balance

- Assigned Reserves – Other \$75,307.

On MOTION by Mr. Cruz seconded by Mr. Barbuck with all in favor the the motion to assign fund balance as presented was approved. 5-0

ii. Resolution 2020-2 Budget Amendment

On MOTION by Mr. Alli seconded by Mr. Cruz with all in favor Resolution 2020-2 amending the general fund budget for fiscal year 2019 was adopted. 5-0

B. Ratification of Chair Authorized Expenses Between Meetings**i. Fountain Repair**

- Proposal from Lake Fountains & Aeration to replace control box in the amount of \$1,299.52.

ii. Tree Removal

- Proposal from Capital Land Management for tree removal in the amount of \$500.

iii. ATV Gate

- Proposal from Enhanced Business Solutions for gate installation in the amount of \$2,100.

On MOTION by Ms. Land seconded by Mr. Barbuck with all in favor proposals in the amount of \$3,899.52 were ratified. 5-0

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

- Mr. Cruz commented on parking rules; and timing of invoice payment.
- Ms. Land inquired about the soccer nets.

SIXTH ORDER OF BUSINESS**Attorney's Report (continued)****F. Update on SERVUSAT Proposal**

- Further discussion ensued with regard to the Servusat proposal.

On MOTION by Mr. Goyetche seconded by Ms. Land with all in favor the Servusat proposal in the total amount of \$27,951.91, (Access System \$25,951.92 and Printer \$1999.99 and inclusion of 300 additional access cards at no cost), using Reserve Funds was approved. 5-0

NINTH ORDER OF BUSINESS**Audience Comments**

- None.

TENTH ORDER OF BUSINESS**Adjournment**

On MOTION by Ms. Land 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

October 31, 2019

CONCORDE ESTATES
Community Development District

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**Concorde Estates
Community Development District**

Financial Statements

(Unaudited)

October 31, 2019

Balance Sheet
October 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	\$ 116,586	\$ -	\$ -	\$ -	\$ 116,586
Assessments Receivable	65,335	-	20,102	-	85,437
Due From Other Funds	-	-	3,433	-	3,433
Investments:					
Money Market Account	718,307	-	-	-	718,307
Interest Fund (A-1)	-	-	7	-	7
Prepayment Account B	-	-	688	-	688
Prepayment Fund (A-2)	-	-	144,487	-	144,487
Reserve Fund (A-1)	-	-	322,813	-	322,813
Revenue Fund (A-1)	-	-	161,682	-	161,682
Revenue Fund (A-2)	-	-	56,265	-	56,265
Revenue Fund B	-	-	34	1,484	1,518
TOTAL ASSETS	\$ 900,228	\$ -	\$ 709,511	\$ 1,484	\$ 1,611,223
<u>LIABILITIES</u>					
Accounts Payable	\$ 175	\$ -	\$ -	\$ -	\$ 175
Accrued Expenses	36,224	-	-	-	36,224
Due to Landowners	-	-	22,468	-	22,468
Accrued Taxes Payable	326	-	-	-	326
Deferred Revenue	27,834	-	-	-	27,834
Revenue Bonds Payable-Current	-	7,511,083	3,013,428	-	10,524,511
Due To Other Funds	3,433	-	-	-	3,433
TOTAL LIABILITIES	67,992	7,511,083	3,035,896	-	10,614,971
<u>FUND BALANCES</u>					
Restricted for:					
Debt Service	-	-	-	1,484	1,484
Assigned to:					
Reserves - Other	75,307	-	-	-	75,307
Unassigned:	756,929	(7,511,083)	(2,326,385)	-	(9,080,539)
TOTAL FUND BALANCES	\$ 832,236	\$ (7,511,083)	\$ (2,326,385)	\$ 1,484	\$ (9,003,748)
TOTAL LIABILITIES & FUND BALANCES	\$ 900,228	\$ -	\$ 709,511	\$ 1,484	\$ 1,611,223

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	OCT-19 ACTUAL
REVENUES					
Interest - Investments	\$ 7,404	\$ 617	\$ 905	\$ 288	\$ 907
Rents or Royalties	3,200	267	-	(267)	-
Special Assmnts- Tax Collector	948,053	-	-	-	-
Special Assmnts- CDD Collected	59,078	-	-	-	-
Special Assmnts- Discounts	(37,922)	-	-	-	-
Other Miscellaneous Revenues	-	-	2	2	2
Pool Access Key Fee	150	12	-	(12)	-
TOTAL REVENUES	979,963	896	907	11	909
EXPENDITURES					
Administration					
P/R-Board of Supervisors	13,000	1,087	2,200	(1,113)	2,200
FICA Taxes	995	83	168	(85)	168
ProfServ-Arbitrage Rebate	1,200	-	-	-	-
ProfServ-Engineering	8,000	667	175	492	175
ProfServ-Legal Services	25,000	2,083	15,766	(13,683)	15,766
ProfServ-Mgmt Consulting Serv	110,000	9,167	9,167	-	9,167
ProfServ-Special Assessment	5,250	-	-	-	-
ProfServ-Trustee Fees	10,775	-	7,615	(7,615)	7,615
ProfServ-E-mail Maintenance	16,100	1,341	-	1,341	-
Auditing Services	4,000	-	-	-	-
Insurance - General Liability	6,325	6,325	6,593	(268)	6,593
Legal Advertising	2,600	217	-	217	-
Misc-Assessmnt Collection Cost	18,961	-	-	-	-
Annual District Filing Fee	175	175	175	-	175
Total Administration	222,381	21,145	41,859	(20,714)	41,859
Public Safety					
Pool/Clubhouse Security	16,000	1,333	-	1,333	-
Total Public Safety	16,000	1,333	-	1,333	-
Electric Utility Services					
Electricity - General	16,000	1,333	529	804	529
Electricity - Streetlighting	119,000	9,917	9,852	65	9,852
Electricity - Rec Center	12,000	1,000	911	89	911
Total Electric Utility Services	147,000	12,250	11,292	958	11,292

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	OCT-19 ACTUAL
<u>Water-Sewer Comb Services</u>					
Utility - Water	118,000	9,833	4,312	5,521	4,312
Backflow Assembly Testing	750	63	-	63	-
Total Water-Sewer Comb Services	118,750	9,896	4,312	5,584	4,312
<u>Flood Control/Stormwater Mgmt</u>					
Contracts-Ponds	10,380	865	865	-	865
R&M-Aquascaping	10,000	833	-	833	-
R&M-Fountain	1,200	100	-	100	-
R&M Lake & Pond Bank	5,000	417	-	417	-
Total Flood Control/Stormwater Mgmt	26,580	2,215	865	1,350	865
<u>Other Physical Environment</u>					
Contracts-Landscape	156,000	13,000	13,000	-	13,000
Insurance - Property	9,567	9,567	9,193	374	9,193
R&M-Entry Feature	500	42	-	42	-
R&M-Irrigation	8,500	708	-	708	-
Landscape Replacement	15,000	1,250	3,568	(2,318)	3,568
Annual Mulching & Tree Trimming	23,400	23,400	-	23,400	-
Misc-Decorative Lighting	1,500	125	-	125	-
Total Other Physical Environment	214,467	48,092	25,761	22,331	25,761
<u>Contingency</u>					
Misc-Contingency	100,000	8,333	56	8,277	56
Total Contingency	100,000	8,333	56	8,277	56
<u>Parks and Recreation - General</u>					
Contracts-Pools	8,100	675	675	-	675
Contracts-Pest Control	1,500	125	-	125	-
Telephone, Cable & Internet Service	2,820	235	126	109	126
R&M-Clubhouse	6,500	542	-	542	-
R&M-Fence	3,500	292	-	292	-
R&M-Pools	8,500	708	-	708	-
R&M-Fitness Equipment	3,000	250	-	250	-
R&M-Pressure Washing	3,500	292	-	292	-
R&M-Parks & Facilities	13,300	1,108	3,425	(2,317)	3,425
Office Supplies	1,500	125	-	125	-
Clubhouse Cleaning Service G&A	2,940	245	245	-	245
Dues, Licenses, Subscriptions	525	525	-	525	-
Cap Outlay - Other	-	-	48,926	(48,926)	48,926
Total Parks and Recreation - General	55,685	5,122	53,397	(48,275)	53,397

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	OCT-19 ACTUAL
Reserves					
Reserve	79,100	-	-	-	-
Total Reserves	79,100	-	-	-	-
TOTAL EXPENDITURES & RESERVES	979,963	108,386	137,542	(29,156)	137,542
Excess (deficiency) of revenues					
Over (under) expenditures	-	(107,490)	(136,635)	(29,145)	(136,633)
Net change in fund balance	\$ -	\$ (107,490)	\$ (136,635)	\$ (29,145)	\$ (136,633)
FUND BALANCE, BEGINNING (OCT 1, 2019)	968,871	968,871	968,871		
FUND BALANCE, ENDING	\$ 968,871	\$ 861,381	\$ 832,236		

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	OCT-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, 2019)	-	-	(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 October 31, 2019

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	OCT-19 ACTUAL
REVENUES					
Interest - Investments	\$ 5,163	\$ 430	\$ 966	\$ 536	\$ 965
Special Assmnts- Tax Collector	516,263	-	-	-	-
Special Assmnts- Prepayment	-	-	38,585	38,585	38,585
Special Assmnts- CDD Collected	25,465	-	-	-	-
Special Assmnts- Discounts	(20,651)	-	-	-	-
TOTAL REVENUES	526,240	430	39,551	39,121	39,550
EXPENDITURES					
Administration					
Misc-Assessmnt Collection Cost	10,325	-	-	-	-
Total Administration	10,325	-	-	-	-
Debt Service					
Principal Debt Retirement A-1	130,000	-	-	-	-
Principal Debt Retirement A-2	75,000	-	-	-	-
Interest Expense Series A-1	194,513	-	-	-	-
Interest Expense Series A-2	112,613	-	-	-	-
Total Debt Service	512,126	-	-	-	-
TOTAL EXPENDITURES	522,451	-	-	-	-
Excess (deficiency) of revenues Over (under) expenditures	3,789	430	39,551	39,121	39,550
OTHER FINANCING SOURCES (USES)					
Contribution to (Use of) Fund Balance	3,789	-	-	-	-
TOTAL FINANCING SOURCES (USES)	3,789	-	-	-	-
Net change in fund balance	\$ 3,789	\$ 430	\$ 39,551	\$ 39,121	\$ 39,550
FUND BALANCE, BEGINNING (OCT 1, 2019)	(2,365,936)	(2,365,936)	(2,365,936)		
FUND BALANCE, ENDING	\$ (2,362,147)	\$ (2,365,506)	\$ (2,326,385)		

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

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	OCT-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, 2019)	-	-	1,484		
FUND BALANCE, ENDING	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,484</u>		

**Concorde Estates
Community Development District**

Supporting Schedules

October 31, 2019

Non-Ad Valorem Special Assessments
Osceola County Tax Collector - Monthly Collection Report
For the Fiscal Year ending September 2020

					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 2020				\$1,436,160	\$948,053	\$488,108
Allocation %				100.00%	66.01%	33.99%
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

% Collected 0% 0% 0%

TOTAL OUTSTANDING	\$ 1,436,160	\$ 948,053	\$ 488,108
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Cash and Investment Report
October 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%	\$ 116,586
			Subtotal	<u>\$ 116,586</u>
Money Market		Bank United	1.35%	\$ 718,307
				<u>\$ 718,307</u>
DEBT SERVICE FUNDS				
Series 2011 Interest Fund (A-1)		US Bank		\$ 7 (1)
Series 2011 Prepayment Account B		US Bank		688 (1)
Series 2011 Prepayment Fund (A-2)		US Bank		144,487 (1)
Series 2011 Reserve Fund (A-1)		US Bank		322,813 (1)
Series 2011 Revenue Fund (A-1)		US Bank		161,682 (1)
Series 2011 Revenue Fund (A-2)		US Bank		56,265 (1)
Series 2011 Revenue Fund B		US Bank		34 (1)
Series 2017 Revenue Fund B		US Bank		1,484 (1)
			Subtotal	<u>\$ 687,460</u>
			Total	<u><u>\$ 1,522,354</u></u>

NOTE 1 - Invested in Fidelity Govt Portfolio

CONCORDE ESTATES
Community Development District

Payment Register by Bank Account

For the Period from 10/1/19 to 10/31/19

(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 # 5284							
10/03/19	Vendor	ORLANDO SENTINEL	006750217000	5/12/19 MEETING	Legal Advertising	001-548002-51301	\$104.75
Check Total							\$104.75
CHECK # 5285							
10/03/19	Vendor	EGIS INSURANCE ADVISORS, LLC	9726	10/1/19-10/1/20 INS RENEWAL	General Liab and PO	001-545002-51301	\$5,750.00
10/03/19	Vendor	EGIS INSURANCE ADVISORS, LLC	9726	10/1/19-10/1/20 INS RENEWAL	Property, Crime, Auto	001-545002-53908	\$9,606.00
Check Total							\$15,356.00
CHECK # 5286							
10/03/19	Vendor	ANAGO OF ORLANDO	58277	SEPT 2019 JANITORIAL SRVC	Cleaning Supplies	001-552082-57201	\$245.00
10/03/19	Vendor	ANAGO OF ORLANDO	58683	OCT 2019 JANITORIAL SRVCS	Cleaning Supplies	001-552082-57201	\$245.00
Check Total							\$490.00
CHECK # 5287							
10/09/19	Vendor	BOYD CIVIL ENGINEERING, INC.	02438	SEPT GEN ENGINEERING	ProfServ-Engineering	001-531013-51501	\$573.14
Check Total							\$573.14
CHECK # 5288							
10/09/19	Vendor	CAPITAL LAND MANAGEMENT CORP	206828	SEPT TREE REMOVAL	Annual Mulching & Tree Trimming	001-546954-53908	\$500.00
Check Total							\$500.00
CHECK # 5289							
10/09/19	Vendor	CHURCHILL GROUP HOLDINGS	10724	SEPT CHEMICALS	R&M-Pools	001-546074-57201	\$469.40
Check Total							\$469.40
CHECK # 5290							
10/09/19	Vendor	CP OF CENTRAL FLORIDA	6133	PLAYGROUND ENHANCEMENT/EQUIP DEP	Capital Outlay	001-564002-57201	\$26,261.75
10/09/19	Vendor	CP OF CENTRAL FLORIDA	6134	BEAR ISLAND PLAYGROUND EQUIP DEP	Capital Outlay	001-564002-57201	\$22,664.25
Check Total							\$48,926.00
CHECK # 5291							
10/09/19	Vendor	DEPARTMENT OF ECONOMIC OPPORTUNITY	74121	FY20 DISTRICT FILING FEE	Dues Licenses & Fees	001-554020-51301	\$175.00
Check Total							\$175.00
CHECK # 5292							
10/09/19	Vendor	SITEX AQUATICS, LLC	3235A	OCT LAKE MAINT	R&M Lake & Pond Bank	001-546185-53801	\$865.00
Check Total							\$865.00
CHECK # 5293							
10/09/19	Vendor	ENHANCED BUSINESS SOLUTIONS	TATES-092719	CUTTING & DEBRIS REMOVAL	R&M-Parks & Facilities	001-546225-57201	\$1,400.00
Check Total							\$1,400.00

CONCORDE ESTATES
Community Development District

Payment Register by Bank Account

For the Period from 10/1/19 to 10/31/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 5294							
10/09/19	Vendor	CAPITAL LAND MANAGEMENT CORP	206863	OCT LANDSCAPE/IRR MAINT	Contracts-Landscape	001-534050-53908	\$12,200.00
10/09/19	Vendor	CAPITAL LAND MANAGEMENT CORP	206863	OCT LANDSCAPE/IRR MAINT	R&M-Irrigation	001-546041-53908	\$800.00
Check Total							\$13,000.00
CHECK # 5296							
10/11/19	Vendor	YOUNG QUALLS, P.A.	15870	SEPT 2019 GEN COUNSEL	ProfServ-Legal Services	001-531023-51401	\$10,301.00
Check Total							\$10,301.00
CHECK # 5297							
10/11/19	Vendor	YOUNG QUALLS, P.A.	15784	MAY 2019 GEN COUNSEL	ProfServ-Legal Services	001-531023-51401	\$7,681.25
Check Total							\$7,681.25
CHECK # 5298							
10/14/19	Employee	BASAM M. ALLI	PAYROLL	October 14, 2019 Payroll Posting			\$184.70
Check Total							\$184.70
CHECK # 5299							
10/14/19	Vendor	LAKE FOUNTAINS AND AERATION, INC	14446	QUARTERLY FOUNTAIN SERVICE	R&M-Fountain	001-546032-53801	\$250.00
Check Total							\$250.00
CHECK # 5300							
10/22/19	Vendor	LAKE FOUNTAINS AND AERATION, INC	14542	QUARTERLY FOUNTAIN SERVICE	R&M-Fountain	001-546032-53801	\$250.00
Check Total							\$250.00
CHECK # 5301							
10/22/19	Vendor	LLS TAX SOLUTIONS INC	001835	SERIES 2011A-1 PERIOD ENDING 7/13/19	ProfServ-Arbitrage Rebate	001-531002-51301	\$600.00
10/22/19	Vendor	LLS TAX SOLUTIONS INC	001834	REFUNDING BONDS SERIES 2011A-2 and B	ProfServ-Arbitrage Rebate	001-531002-51301	\$600.00
Check Total							\$1,200.00
CHECK # 5302							
10/24/19	Vendor	CAPITAL LAND MANAGEMENT CORP	206827	LANDSCAPE ENHANCEMENTS BALANCE	BALANCE	001-546338-53908	\$14,196.00
Check Total							\$14,196.00
CHECK # 5303							
10/24/19	Vendor	CHURCHILL GROUP HOLDINGS	10706 A	10/19 POOL SERVICE	Contracts-Pools	001-534078-57201	\$675.00
Check Total							\$675.00
CHECK # 5304							
10/24/19	Vendor	EGIS INSURANCE ADVISORS, LLC	10121	10/1/19-10/1/20 LOWER INS DEDUCTIBLE	Insurance - General Liability	001-545002-51301	\$430.00
10/24/19	Vendor	EGIS INSURANCE ADVISORS, LLC	10121	10/1/19-10/1/20 LOWER INS DEDUCTIBLE	Insurance - General Liability	001-545002-53908	\$0.00
Check Total							\$430.00

CONCORDE ESTATES
Community Development District

Payment Register by Bank Account

For the Period from 10/1/19 to 10/31/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # 5305							
10/24/19	Vendor	ENHANCED BUSINESS SOLUTIONS	01219	16 FEET BLACK POWDER COATED GATE	R&M-Parks & Facilities	001-546225-57201	\$1,050.00
Check Total							<u>\$1,050.00</u>
CHECK # 5306							
10/24/19	Vendor	FAST SIGNS	2060-12136	SILICONE WRISTBANDS	R&M-Clubhouse	001-546015-57201	\$756.00
Check Total							<u>\$756.00</u>
CHECK # 5307							
10/31/19	Employee	BASAM M. ALLI	PAYROLL	October 31, 2019 Payroll Posting			\$369.40
Check Total							<u>\$369.40</u>
CHECK # 5308							
10/31/19	Employee	VICTOR CRUZ	PAYROLL	October 31, 2019 Payroll Posting			\$349.40
Check Total							<u>\$349.40</u>
CHECK # 5309							
10/31/19	Employee	MICHAEL A. BARBUCK	PAYROLL	October 31, 2019 Payroll Posting			\$369.40
Check Total							<u>\$369.40</u>
CHECK # 5310							
10/31/19	Employee	CESAR A. GOYETCHE	PAYROLL	October 31, 2019 Payroll Posting			\$369.40
Check Total							<u>\$369.40</u>
CHECK # 5311							
10/31/19	Employee	MARTHA MENDEZ-LAND	PAYROLL	October 31, 2019 Payroll Posting			\$369.40
Check Total							<u>\$369.40</u>
CHECK # 5312							
10/31/19	Vendor	CAPITAL LAND MANAGEMENT CORP	207027	10/21-POOL EDGING INSTALL	Landscape Replacement	001-546338-53908	\$3,568.00
Check Total							<u>\$3,568.00</u>
CHECK # 5313							
10/31/19	Vendor	ORLANDO SENTINEL	010812598000	FY20 NOTICE OF MEETINGS	Legal Advertising	001-548002-51301	\$138.00
Check Total							<u>\$138.00</u>
ACH #DD155							
10/15/19	Vendor	TOHO WATER AUTHORITY - ACH	091619-ACH	8/16-9/16/19 UTILITY SRVCS	Utility-Water	001-543018-53601	\$5,461.01
ACH Total							<u>\$5,461.01</u>

CONCORDE ESTATES
Community Development District

Payment Register by Bank Account

For the Period from 10/1/19 to 10/31/19

(Sorted by Check / ACH No.)

Date	Payee Type	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
ACH #DD157							
10/13/19	Vendor	KUA - ACH	092519 ACH	8/24/19-9/24/19 UTILITY SRVCS	Electricity - Rec Center	001-543040-53100	\$899.21
10/13/19	Vendor	KUA - ACH	092519 ACH	8/24/19-9/24/19 UTILITY SRVCS	Electricity - Streetlighting	001-543013-53100	\$5,531.84
10/13/19	Vendor	KUA - ACH	092519 ACH	8/24/19-9/24/19 UTILITY SRVCS	Electricity - General	001-543006-53100	\$578.52
ACH Total							\$7,009.57
ACH #DD158							
10/25/19	Vendor	BRIGHT HOUSE NETWORKS - ACH	026041204100919 ACH	10/8-11/7/19 0050260412-04 TV,INT,PHN	Telephone/Fax/Internet Services	001-541009-57201	\$126.45
ACH Total							\$126.45
ACH #DD159							
10/25/19	Vendor	KUA - ACH	100919 ACH	9/9/19-10/9/19 UTILITY SRVCS	Electricity - Streetlighting	001-543013-53100	\$4,312.97
ACH Total							\$4,312.97
ACH #DD160							
10/25/19	Vendor	ADT SECURITY CORP - ACH	714520072 ACH	SERVICE FOR 9/28-10/27/19	Misc-Contingency	001-549900-53985	\$288.01
ACH Total							\$288.01
ACH #DD161							
10/25/19	Vendor	ADT SECURITY CORP - ACH	719560448 ACH	10/28-11/27/19 SECURITY MONITORING	Misc-Contingency	001-549900-53985	\$55.89
ACH Total							\$55.89
Account Total							\$141,620.14
BANK UNITED MMA - (ACCT#XXXXX6402)							
CHECK # 633							
10/22/19	Vendor	CONCORDE ESTATES CDD	100919	TRANSFER FROM BU MM TO CK	Cash with Fiscal Agent	103000	\$120,000.00
Check Total							\$120,000.00
Account Total							\$120,000.00
Total Amount Paid							\$261,620.14

Notes to the Financial Statements
October 31, 2019

Financial Overview / Highlights

- ▶ Assessments receivable includes outstanding assessments due from prior fiscal years.
- ▶ Due To/From Other Funds-Assessments were transferred between funds in November.
- ▶ 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>				
Payroll-Board of Supervisors	\$13,000	\$2,200	17%	Five member board payroll for meeting attendance.
FICA Taxes	\$995	\$168	17%	Payroll taxes.
ProfServ-Legal Services	\$25,000	\$15,766	63%	Young Qualls provides general, Avex collection and bond matters.
ProfServ-Trustee Fees	\$10,775	\$7,615	71%	Series 2011 trustee services provided by U.S. Bank.
Insurance-General Liability	\$6,325	\$6,593	104%	EGIS general liability, public officials insurance and auto.
<u>Other Physical Environment</u>				
Landscape Replacement	\$15,000	\$3,568	24%	Includes Capital Land installation of pool edging.
<u>Parks and Recreation</u>				
R&M-Parks and Facilities	\$13,300	\$3,425	26%	Line item reviewed, no exceptions were noted.
Capital Outlay - Other	\$0	\$48,926		Playground equipment.

7B

**THIRD AMENDMENT TO THE
DISTRICT MANAGER SERVICES AGREEMENT BETWEEN
CONCORDE ESTATES COMMUNITY DEVELOPMENT
DISTRICT AND INFRAMARK, LLC**

THIS THIRD AMENDMENT is made and entered into this _____ day of _____ 2019, by and between:

Concorde Estates Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in Kissimmee, Florida, (the "District") and

INFRAMARK, LLC, a Texas limited liability company with offices located at 210 North University Drive, Suite 702, Coral Springs, Florida 33071 (the "Manager").

WHEREAS, on September 1, 2018, the parties entered into an agreement between Concorde Estates Community Development District and Inframark LLC. for District Manager services ("Agreement") whereby the Manager agreed to provide District Management Services for the District; and

WHEREAS, in January 2019, both parties agreed to amend the contract to provide for certain changes in the billing for specific personnel providing maintenance services to the District;

WHEREAS, in October 2019, both parties agreed to amend the contract to provide for certain changes in the billing for specific personnel providing maintenance services to the District;

WHEREAS, in November 2019, both parties agreed to amend the contract to provide for certain changes in the billing to the District;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree to amend the Agreement as follows:

1. **RECITALS.** The recitals so stated are true and correct and by this reference are incorporated into and form a material part of this Second Amendment.
2. **AMENDMENT.** Pursuant to the provisions of the Agreement, the Exhibit B, which sets out the Manager's compensation, is hereby replaced in its entirety with the Exhibit B that is attached to this Second Amendment and provides for specific billing rates for management personnel providing maintenance to the District's 2020 fiscal year. Also attached is Exhibit 'C' as a job description for the additional onsite staff.
3. **EFFECTIVE DATE.** This Third Amendment shall be effective as of the 1st day of January 2020.

4. AFFIRMATION OF THE MANAGEMENT AGREEMENT. Other than the terms set forth herein of this Third Amendment, the Agreement is hereby affirmed and continues to constitute a valid and binding agreement between the parties. In the event of a conflict between the terms of this Original Amendment and any other terms of the Agreement, the terms of this Second Amendment shall prevail.

IN WITNESS WHEREOF, the parties hereto have caused this Third Amendment to be duly executed as of the date and year first written above.

**CONCORDE ESTATES COMMUNITY
DEVELOPMENT DISTRICT**

BY:

Victor Cruz, Chairperson

ATTEST:

INFRAMARK, LLC:

Chris Tarase, Vice President

ATTEST:

Exhibit B - Fee Schedule

Annual Management Fee	\$164,912.00
Annual Performance Based Incentive	\$6,250.00
Pool Monitoring Services (optional)	\$16.00 per hour
Maintenance Activities Not Specified in the scope of services – Senior Field Manager	\$65.00 per hour
Maintenance Activities Not Specified in the scope of services – Assistant Field Manager	\$40.00 per hour
Maintenance Activities Not Specified in the scope of services – Non-Management personnel	\$29.00 per hour

Schedule of Miscellaneous Charges

The District will be responsible for reimbursing Inframark for applicable costs per the following fee schedule. All additional fees will be recorded by Inframark and reimbursed by the District monthly.

Additional meetings (beyond twelve monthly regular meetings and one budget workshop)	\$650 per meeting
Mail Distribution	
General Distribution – Includes label, folding, insertion of up to two items and delivery to the post office	\$0.35 per piece
General Distribution – Additional inserts over two	\$0.03 per additional page
Labels	\$0.07 each
Certified Mail	Current rate charged by postmaster plus handling charge of \$5.00
Postage	Current rate charged by postmaster (no add on)

Copies	
Black and white, single sided	\$0.20 per copy
Color (single sided)	\$0.30 per copy
Black and white, duplex (two-sided)	\$0.24 per duplex copy
Special Services – Includes court appearances, performance of tasks other than contract schedule(s), requested attendance for special committee functions and research for special projects	\$100.00 per hour
File Storage – Records preceding those included in base fee (current year records plus two years previous)	\$15.00 per box per month
Notary service	Included
Estoppel Letters for Sellers of Property – the Manager will charge the seller directly	Included

Schedule C Job Descriptions

Job Description: General Maintenance Tech (GMT)

Job Overview: The GMT has overall first level responsibility for ensuring that all assets and equipment belonging to the CDD is maintained at a high standard.

Requirements:

- The GMT must possess the skills to identify which CDD property (land and equipment) needs remediation and what the priority of the maintenance should be i.e. how urgent is the problem.
- The GMT must also be able to communicate effectively with both his/her supervisor(s) at Inframark as well as with Board of Supervisors at Concorde Estates and deal with problems within the scope of their responsibility.
- Valid Driver's license

Specific Duties:

The GMT is expected to personally perform basic maintenance activities including:

- Perform weekly inspections of all CDD property based on official maps.
- Mark dangerous areas such as holes, unstable trees, fallen electrical wires etc. and immediately report them to the appropriate authorities
- Report trash and algae in the lakes
- Pick up small amounts trash and removing unauthorized signs on CDD property.
- Note any illegal or unsafe activities within the CDD areas.
- Ensure that basic maintenance is performed on CDD vehicles and other equipment used for routine staff operations.
- 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. Maintaining database will only include keeping the data base up to date, there will be no requirement on the GMT to maintain the equipment associated with the system.
- Monitor and maintain security equipment. The GMT will not be required to provide any maintenance of security equipment but will work with selected vendors to ensure that security equipment is properly functioning.
- GMT shall be on-site for a minimum of forty hours per week, not including lunch or break periods. Office hours will be determined by the Board of Supervisors.
- Follow-up on Board identified concerns such as wildlife issues and exotic plant intrusion. This requirement will not include the need for the GMT to possess any special knowledge of wildlife and/or exotic plants. Only to review said areas for such issues and report back to the Board and contact vendor as necessary.
- Checking preserves for invasive plants and inspect ponds monthly. The GMT will inspect District ponds monthly, however, the GMT is not required to possess any special knowledge of invasive plants, only document what is present in the ponds and contact vendor as necessary.

- Inspecting storm water drainage structures. The GMT will inspect and report back to the Board, any proposed solutions and/or corrective actions will have to be provided by the District Engineer.
- The GMT will perform contract management services for contractors conducting work in the District.

Inspection and maintenance of campus assets to include the following;

- Property Inspections: The GMT will conduct a daily drive through of the community to identify any maintenance and/or or problem areas that need to be addressed. The GMT will provide a weekly report to the Board on the inspections and make repairs or contact the appropriate vendor as necessary.
- Bathrooms: inspection of the bathrooms on a regular basis to ensure that equipment is working properly and make repairs as necessary.
- Exercise Room: The GMT has regularly inspected the exercise room and machines to ensure that all equipment is in working order and notify the appropriate vendor to make repairs to machines as needed.
- Pool and Patio Area: The GMT will inspect the pool and patio area on a regular basis to ensure that the area is clean, and the pool equipment is in good working order, provide repairs and/or contact vendor when needed.
- Tennis and Volleyball Courts: The GMT will inspect the courts on a regular basis to ensure that the net and courts are in good condition.
- Parks and Playgrounds: The GMT will inspect all parks and playgrounds and ensure that all equipment is safe and in good working order, provide repairs as needed or contact vendor.
- Other duties as assigned.
- Checking preserves for invasive plants and inspect ponds monthly. The GMT will inspect District ponds monthly, however, the GMT is not required to possess any special knowledge of invasive plants, only document what is present in the ponds and contact vendor as necessary.
- Inspecting storm water drainage structures. The GMT will inspect and report back to the Board, any proposed solutions and/or corrective actions will have to be provided by the District Engineer.
- The GMT will perform contract management services for contractors conducting work in the District.
- Other duties as assigned.

Job Description: Community Service Attendant (CSA)

Job Overview: The Community Service Attendant will ensure the safety and well-being of the residents and visitors. Keep the pool area clean and well maintained and ensure safety standards are always met and enforce Clubhouse Rules and Regulations.

Requirements:

- **Education/Experience:** High School Diploma or GED.
- **Licenses/Certifications:** Valid Driver's License (Class B CDL preferred).
- **Technical:** Basic proficiency with Microsoft Office applications & internet. Experience working with social media.
- **Communication:** Must have experience working with the public. Communicates clearly & professionally. Contributes to a positive internal & external customer experience. Willing to help others. Maintains composure in challenging situations.
- **Problem Solving & Quality:** Pays attention to detail. Identifies & solves problems. Escalates issues accordingly. Checks work for quality.
- **Managing For Results:** Works well with supervision. Takes projects to completion. Follows all company policies & SOPs. Manages multiple tasks.
- **Leadership & Initiative:** Demonstrates a positive attitude. Acts in accordance with company vision, mission & values. Takes accountability for own performance. Willing to take on additional assignments.

Specific Duties:

- Follows specific procedures to book room rentals, shelter rentals and field rentals.
- Collects payments via cash, credit card and check for a variety of services.
- Answers phones and assists residents with various needs.
- Monitors activities of community center, enforcing rules and regulations.
- Light cleaning responsibilities to include:
- Bathrooms: inspection of the bathrooms on a regular basis to ensure that there are sufficient supplies and materials. Provide cleaning activities daily (utilizing district supplies and materials) and notify the Maintenance Technician of any repairs needed.
- Exercise Room: wipe down equipment as needed and make sure that the room is clear of any trash and/or debris. Maintain exercise equipment, floors, and windows clean. Notify the Maintenance Technician of any repairs needed.
- 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 and furniture is in good working order. Notify Maintenance Technician of any repairs needed.
- Clubhouse exterior: Remove trash and debris from parking lot, and adjacent grass area to the pool and maintain all exterior areas clean.
- Interacts with independent contractors and the general public.
- Opens and closes the facility during non-business hours as required.
- Provides general labor for special events.
- Maintains communication with IMS Project Manager.
- Other duties as assigned.

7Ci.



Dewberry Engineers Inc. 407.843.5120
800 N. Magnolia Ave, Suite 1000 407.649.8664 fax
Orlando, FL 32803 www.dewberry.com

Work Authorization Number 2019-1
November 11, 2019

Concorde Estates Community Development District
313 Campus Street
Celebration, Florida 34747

Subject: **Work Authorization Number 2019-1**
Concorde Estates Community Development District
District Engineering Agreement

Dear Chairman, Board of Supervisors:

Dewberry Engineers Inc. ("Dewberry"), is pleased to submit this Work Authorization to provide **Professional Consulting Engineering services** for the Concorde Estates Community Development District (CDD). We will provide these services pursuant to our current agreement ("District Engineering Agreement") as follows:

I. Scope of Work

Concorde Estates Community Development District will engage the services of Dewberry as District Engineer to perform those services as necessary for the preparation of the District Improvement Plan and attendance at meetings and any other business regarding the District's issuance of bonds as well as any consulting engineering services for the District as required from time to time.

II. Fees

Concorde Estates Community Development District will compensate Dewberry pursuant to the hourly rate schedule contained in the **Professional Consulting Engineering Agreement**. The District will reimburse Dewberry all direct costs which include items such as printing, drawings, travel, deliveries, et cetera, pursuant to the **Professional Consulting Engineering Agreement**.

Our fee for this task will be based on time and materials. We estimate a budget of \$8,000, plus other direct costs.

This Work Authorization, together with the **Professional Consulting Engineering Agreement**, represents the entire understanding between the Concorde Estates Community Development District and Dewberry with regard to the referenced Work Authorization. If you wish to accept this Work Authorization, please sign where indicated and return one complete copy to our office. Upon receipt, we will promptly schedule our services.

Thank you for considering Dewberry. We look forward to helping you create a quality project.

Sincerely,

Rey Malavé, P.E.
Dewberry Engineers Inc.
Associate Vice President

APPROVED AND ACCEPTED

By: _____
Authorized Representative of
Concorde Estates
Community Development District

November 11, 2019
Date

Date

7Cii.



November 4, 2019

P-229514

Ms. Kristen Suit
District Manager
Concorde Estates Community Development
District 313 Campus Street
Celebration, Florida 34747

Re: Concorde Estates Community Development District

Subj: Fiscal Year 2019/2020 Miscellaneous Engineering Services

Dear Ms. Suit:

Pursuant to the Board of Supervisors' specific direction, Pegasus Engineering, LLC will perform miscellaneous engineering services for the District during the Fiscal Year 2019/2020. Pegasus Engineering will invoice the District for these services on a time and expense basis in accordance with the current Schedule of Hourly Rates and Reimbursable Costs (attached), initially at an estimated not-to-exceed fee of \$8,000.

We sincerely appreciate the opportunity to assist the Concorde Estates Community Development District with its engineering and surveying needs. If you have any questions, please contact me directly at 407-992-9160, extension 309, or by email at david@pegasusengineering.net.

Respectfully,

PEGASUS ENGINEERING, LLC

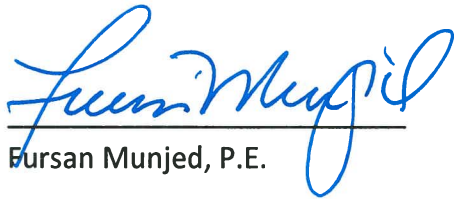
David W. Hamstra, P.E., CFM
Stormwater Department Manager

"Engineering a Higher Standard"

301 West State Road 434, Suite 309, Winter Springs, FL 32708 • 407-992-9160 • Fax 407-358-5155
www.pegasusengineering.net

**Concorde Estates Community Development District
Fiscal Year 2019/2020 Miscellaneous Engineering Services**

Approved for Pegasus Engineering, LLC



Fursan Munjed, P.E.

Principal

Officer's Title

November 4, 2019

Date

This Proposal is hereby accepted and authorization to proceed is hereby given.
(Please return one executed copy of this proposal for our Pegasus Engineering records).

Authorized Signature

Officer's Title

Date



HOURLY RATE SCHEDULE	
Senior Project Manager	\$185.00 / Hour
Project Manager	\$175.00 / Hour
Senior Project Engineer	\$165.00 / Hour
Project Engineer	\$150.00 / Hour
Senior Designer	\$100.00 / Hour
Designer	\$90.00 / Hour
CADD / GIS Technician	\$85.00 / Hour
Word Processor / Clerical	\$50.00 / Hour
Mileage	53.5¢ / mile
Copies and Prints (In-House)	
Black and White Copies	
8.5 x 11	\$0.10 / page
11 x 17	\$0.15 / page
Color Copies	
8.5 x 11	\$1.00 / page
11 x 17	\$1.50 / page
Plots (In-House)	
All Color Plots	\$5.00 / SF
All B&W Sizes	\$0.15 / SF
Overnight Delivery	Actual Cost
Courier Services	Actual Cost
Postage	Actual Cost
Government Permits	Actual Cost

Unit Prices Effective Until December 31, 2019

7D.

**Servusat, LLC**

P.O Box # 771417,
Orlando, FL. 32877-1417
407-729-6819 - 321-746-7597
Sales@Servusat.com
Support@Servusat.com
www.Servusat.com

Estimate

Number E567

Date 10/24/2019

BILL TO

Ariel Medina
Concorde Estates CDD
3151 Georgian Bay
Kissimmee, FL, 34746
USA

Terms**Project**

Video Surveillance System

Description	Amount	Quantity
Special Order (See Notes...)		1.00
Outdoor Camera Installation & Setup		1.00
Ethernet Cat6 Cables running		1.00
Ethernet Cable Identification		1.00
Ethernet CAT5e Connectors Install		2.00
Ethernet Cable Cover Install		2.00
Ethernet Cable Test-up		1.00
NVR Cameras Setup		1.00
IP Camera Network Setup		1.00
IP Camera Sync		1.00
IP Camera Password Setup		1.00
IP Camera Image Setup		1.00
Miscellaneous		1.00
Total Services.....	\$512.23	1.00

DISCLAIMER & TERMS: Payments within 30 Days. We Accept Debit, Credit Cards, Checks and Cash. Special Orders Payment in Advance. All Software and Hardware are provided by Customer. We are NOT Responsible for any lost Data and / or Information that may be stored in your Electronic Devices. 30 Days Service Warranty: (We Don't Cover: Virus, Spyware, Malware, etc.) Be conducting business with Servusat, LLC, client grants permission to utilize jobs performed for marketing purposes; Servusat, LLC also owns the rights to the pictures and/or videos used of services rendered in connection to the jobs performed at my residence or place of business. I also release Servusat, LLC of any claims related to the production, or marketing distribution of multimedia elements such as pictures and videos used for marketing purposes locally, nationally or across the world
THANK YOU FOR YOUR BUSINESS!!!

- Home Automation - Networking Solutions- Audio / Video Solutions- Access Control System- Video Surveillance System- Cloud Phone System - IT Solutions



Servusat, LLC
P.O Box # 771417,
Orlando, FL. 32877-1417
407-729-6819 - 321-746-7597
Sales@Servusat.com
Support@Servusat.com
www.Servusat.com

Estimate

Number E567
Date 10/24/2019

BILL TO

Ariel Medina
Concorde Estates CDD
3151 Georgian Bay
Kissimmee, FL, 34746
USA

Terms

Project

Video Surveillance System

Description	Amount	Quantity
Special Order Details: 01) HD 5MP IP Dome Camera 2.8MM White Network IR Water-Proof Camera - Features: 5MP (2592 x 1944) H.265 coding / Max. resolution: 2592 x 1944 / ICR auto switch, true day / night / 10 ~ 20m IR night view distance / 3D DNR, digital WDR, ROI coding / Smart analytics (optional) : video exception, line crossing detection and intrusion detection / Support PoE power supply/ Support smart phone, iPad, remote monitoring / P2P function optional / IP66 ingress protection / Support three streams, PoE 94Ft. RJ45 Ethernet CAT6 550MHz Wire 02 RJ45 Ethernet CAT6 Gold Premium Connectors 02 RJ45 Ethernet CAT6 Connector Covers Terms & Conditions: 12 Months Limited Factory Warranty 03 Months Limited Labor Warranty 50% Down payment and 50% when labor will be finished PRICES CAN CHANGE WITHOUT NOTICE PRICES DO NOT INCLUDE TAXES		
AMOUNT PAID	\$0.00	
AMOUNT DUE	\$486.62	
DISCOUNT		(\$25.61)
SUB TOTAL		\$486.62
TOTAL DUE		\$486.62

DISCLAIMER & TERMS: Payments within 30 Days. We Accept Debit, Credit Cards, Checks and Cash. Special Orders Payment in Advance. All Software and Hardware are provided by Customer. We are NOT Responsible for any lost Data and / or Information that may be stored in your Electronic Devices. 30 Days Service Warranty: (We Don't Cover: Virus, Spyware, Malware, etc.) Be conducting business with Servusat, LLC, client grants permission to utilize jobs performed for marketing purposes; Servusat, LLC also owns the rights to the pictures and/or videos used of services rendered in connection to the jobs performed at my residence or place of business. I also release Servusat, LLC of any claims related to the production, or marketing distribution of multimedia elements such as pictures and videos used for marketing purposes locally, nationally or across the world
THANK YOU FOR YOUR BUSINESS!!!

- Home Automation - Networking Solutions- Audio / Video Solutions- Access Control System- Video Surveillance System- Cloud Phone System - IT Solutions

Victor Cruz

10/25/2019

Victor Cruz
Chairman
Concorde Estates CDD