



Rizzetta & Company

Concord Station Community Development District

Board of Supervisors' Meeting December 13, 2018

District Office:
5844 Old Pasco Road, Suite 100
Pasco, Florida 33544
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**CONCORD STATION
COMMUNITY DEVELOPMENT DISTRICT AGENDA
DECEMBER 13, 2018 at 10:00 a.m.**

Concord Station Clubhouse, located at 18636 Mentmore Boulevard, Land O' Lakes, FL
34638

District Board of Supervisors	David Walz Karen Hillis Donna Matthias-Gorman Steven Christie	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Gregory B. Cox	Rizzetta & Company, Inc.
District Counsel	John Vericker	Straley & Robin
District Engineer	Tonja Stewart	Stantec

All Cellular phones and pagers must be turned off during the meeting.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at 813-933-5571. 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), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

**CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT
DISTRICT OFFICE • 5844 OLD PASCO ROAD • SUITE 100 • WESLEY CHAPEL, FL
33544**

December 6, 2018

**Board of Supervisors
Concord Station Community
Development District**

AGENDA

Dear Board Members:

The regular meetings of the Board of Supervisors of Concord Station Community Development District will be held on **Thursday, December 13, 2018 at 10:00 a.m.** at the Concord Station Clubhouse, located at 18636 Mentmore Boulevard, Land O' Lakes, FL 34638. The following are the agenda for this meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED SUPERVISORS**
- 3. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 4. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meetings held on November 8, 2018 Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for October 2018 Tab 2
- 5. STAFF REPORTS**
 - A. District Counsel
 - B. District Engineer
 - i. Splash Pad Update
 - C. Clubhouse Manager Updates
 - D. Field Operations Manager
 - i. Aquatics Report Tab 3
 - ii. Field Inspection Report Tab 4
 - iii. Greenview Weekly Reports Tab 5
 - E. District Manager
- 6. BUSINESS ITEMS**
 - A. Consideration of Resolution 2019-02; Designating Officers Tab 6
 - B. Consideration of Easement Encroachment Agreement ... Tab 7
 - C. Discussion of Easement Requests Tab 8
- 7. AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,
Gregory B. Cox
Gregory B. Cox
District Manager

cc: John Vericker, Straley & Robin
Tonja Stewart, Stantec Consulting

MINUTES OF MEETING

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

CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Concord Station Community Development District was held on **Thursday, November 8, 2018 at 10:03 a.m.** at the Concord Station Clubhouse, located at 18636 Mentmore Boulevard, Land O' Lakes, FL 34638.

Present and constituting a quorum:

David Walz	Board Supervisor, Chairman
Karen Hillis	Board Supervisor, Vice Chairman
Donna Matthias-Gorman	Board Supervisor, Assistant Secretary
Steven Christie	Board Supervisor, Assistant Secretary
Grace Birtchet	Board Supervisor, Assistant Secretary (arrived at 10:56 p.m.)

Also present were:

Greg Cox	District Manager, Rizzetta & Company, Inc.
John Vericker	District Counsel, Straley & Robin
Tonja Stewart	District Engineer, Stantec (<i>via conf. call</i>)
Brenda Gray	Clubhouse Manager
Deputy Halstead	Pasco County Sheriff's Office

Audience **Present**

FIRST ORDER OF BUSINESS

Call to Order

Mr. Cox called the meeting to order and performed the roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Comments on Agenda Items

There were no audience comments.

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THIRD ORDER OF BUSINESS

Consideration of the Minutes of the Board of Supervisors' Meeting Held on October 11, 2018

On a Motion by Mr. Christie, seconded by Ms. Matthias-Gorman, with all in favor, the Board of Supervisors approved the minutes, as amended, of the Board of Supervisors meeting held October 11, 2018, for the Concord Station Community Development District.

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FOURTH ORDER OF BUSINESS

Consideration of Operation and Maintenance Expenditures for September 2018

On a Motion by Mr. Walz, seconded by Ms. Hillis, with all in favor, the Board of Supervisors ratified the payment of the September 2018 Operation and Maintenance expenditure invoices, totaling \$92,200.08, for the Concord Station Community Development District.

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FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

No report.

B. District Engineer

Ms. Stewart provided an update of the status of the Splash Pad project.

C. Deputy Halstead

Deputy Halstead provided an update of the work projected for the flashing lights at a community crosswalk.

The Board requested that Deputy Halstead check into what might be done to stop vehicles from parking their vehicles on ROW turf areas while waiting at school bus stops.

D. Clubhouse Manager

Ms. Gray presented her update to the Board.

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Ms. Gray presented three proposals to resurface the basketball court.

On a Motion by Mr. Walz, seconded by Ms. Matthias-Gorman, with all in favor, the Board of Supervisors approved the Welch proposal to resurface the basketball court in the amount of \$5,900.00, for the Concord Station Community Development District.

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The Board requested staff to continue to work on options to fix the basketball backboards.

The Board discussed a request from Michael Matos to allow an encroachment onto the drainage easement with a patio construction behind his residence at 3838 Tristram Loop.

On a Motion by Mr. Walz, seconded by Mr. Christie, with all in favor, the Board of Supervisors unanimously denied a request from Michael Matos to allow an encroachment onto the drainage easement for a patio behind his residence at 3838 Tristram Loop, for the Concord Station Community Development District.

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The Board tabled the request from Wayne Kopriva to build a pool and pool screen that encroaches onto the drainage easement behind the residence at 3647 Lefays Point.

E. Aquatics Report

Mr. Cox presented the monthly pond maintenance report to the Board.

F. Field Inspection Report

Mr. Cox presented the Field Inspection report to the Board.

Mr. Cox informed the Board that Tyree Brown would be returning as Field Service Manager for the District. The Board requested that Mr. Brown assist them with some design for the former Lennar trailer area such as for a pocket park or something aesthetically pleasing.

Mr. Cox presented the Greenview landscape report to the Board.

G. District Manager

Mr. Cox reminded the Board that the next meeting will be held on December 13, 2018 at 10:00 a.m.

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116 **SIXTH ORDER OF BUSINESS** **Presentation of Series 2016 Arbitrage**
117 **Report**
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119 Mr. Cox presented the Series 2016 Arbitrage report to the Board.
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<p>On a Motion by Mr. Christie, seconded by Ms. Matthias-Gorman, with all in favor, the Board of Supervisors accepted and filed the Series 2016 Arbitrage Report for the Concord Station Community Development District.</p>
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122 **SEVENTH ORDER OF BUSINESS** **Consideration of Personal Trailer**
123 **Contract**
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125 The Board tabled the consideration of the Personal Trainer contract with Mr.
126 Reggie Lewis so that the new Management team members could evaluate the proposal
127 and advise the Board once they have evaluated.
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129 **EIGHTH ORDER OF BUSINESS** **Discussion of Wetland Buffer Areas**
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131 The Board discussed the requests from Ms. Debbie Olivarria at 18564 Milton Keynes
132 Court regarding the wetland buffer area behind her residence and the neighbors' use of the
133 FWC installed water sprayer (Mr. Joel Smith -18564 Milton Keynes Court). The Board
134 requested that Mr. Cox prepare a letter to the residents explaining that the CDD did not
135 permit putting out seed feed on CDD property nor did it permit the positioning of a water
136 sprayer to spray CDD property. The Board also advised that no resident was authorized to
137 enter CDD owned wetland areas to remove invasive plants and that this was the
138 responsibility of the CDD and its approved vendors.
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140 **NINTH ORDER OF BUSINESS** **Audience Comments**
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142 The Board heard comments from Mr. Matthew Gendreau regarding the history of
143 CDD assessment increases.
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145 The Board heard comments regarding the Bahia grass in the CDD common areas.
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147 **TENTH ORDER OF BUSINESS** **Supervisor Requests**
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149 Ms. Matthias-Gorman discussed the timing of the hiring of the new amenities
150 management company and the possibility of approving some form of severance pay to
151 Ms. Brenda Gray. The Board determined that it would not be appropriate for the CDD to
152 provide severance pay to vendor employees.
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156 Ms. Gray stated that Vesta is conveying all furniture to the CDD and will provide an
157 email stating this to Staff.

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159 Ms. Hillis discussed the parking on county right-of-way near the school.

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161 Mr. Christie reminded that the Board that Mr. Tyree Brown will be preparing a plan
162 for something to be done where the Lennar construction trailer was located.

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164 **ELEVENTH ORDER OF BUSINESS** **Adjournment**

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On a Motion by Mr. Walz, seconded by Ms. Birtchet, the Board of Supervisors adjourned the meeting at 11:44 a.m., for the Concord Station Community Development District.
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Secretary/Assistant Secretary

Chairman/Vice Chairman

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