



Rizzetta & Company

Concord Station Community Development District

**Board of Supervisors' Meeting
May 14, 2020**

**<https://zoom.us/j/6015680675/>
Meeting ID: 601 568 0675
One tap mobile
+19292056099,,6015680675# US (New York)**

www.concordstationcdd.com

CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT AGENDA

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District Board of Supervisors	David Walz Karen Hillis Donna Matthias-Gorman Steven Christie Fred Berdeguez	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Jordan Lansford	Rizzetta & Company, Inc.
District Counsel	John Vericker	Straley Robin Vericker
District Engineer	Stephen Brletic	JMT Engineering

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

May 7, 2020

Board of Supervisors
Concord Station Community
Development District

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of Concord Station Community Development District will be held on **Thursday, May 14, 2020 at 6:30 p.m.** via conference call pursuant to Governor DeSantis' Executive Order 20-69 (as extended by Executive Order 20-11). Video Conference at <https://zoom.us/j/6015680675> using Meeting ID: 6015680675. For audio only use +19292056099 with Conference ID 6015680675# US (New York). The following is the agenda for the meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
 - A. Consideration of the Minutes of the Board of Supervisors' Meetings held on February 13, 2020.....Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for January, February, and March 2020.....Tab 2
- 4. STAFF REPORTS**
 - A. Clubhouse Manager Updates
 - i. Review Monthly Clubhouse Report.....Tab 3
 - B. Deputy Update
 - C. District Counsel
 - i. Review of Phase 3, Unit 3 Plat Map and Tax Card.....Tab 4
 - D. District Engineer
 - E. i. Review of March 2020 Engineer's Report.....Tab 5
 - F. District Manager
 - i. Discussion of "No Fishing" Signs
 - ii. Discussion Amenity Center
 - G. Field Operations Manager
 - i. Aquatics Report.....Tab 6
 - ii. Field Inspection Report.....Tab 7
 - iii. Greenview Weekly Reports.....Tab 8
- 5. BUSINESS ITEMS**
 - A. Consideration of Sign Replacement ProposalsTab 9
 - B. Consideration of Pressure Washing Proposals.....Tab 10
 - C. Consideration of Settlement Terms with SplashPad USATab 11
 - D. Consideration of Trail Workout Equipment ProposalsTab 12
 - E. Consideration of Resolution 2020-04; Designating Secretary Of DistrictTab 13
 - F. Ratification of Resolution 2020-03; Authorizing Bank Signatories....Tab 14
 - G. Consideration of Splash Pad Maintenance Agreement.....USC
 - H. Consideration of Establishment of Audit Committee
 - I. Presentation of Fiscal Year 2020-20201 Proposed Budget.....USC
 1. Consideration of Resolution 2020-02; Approving Fiscal Year 2020-2001 Proposed Budget and Setting a Public Hearing.....Tab 15

6. **AUDIENCE COMMENTS AND SUPERVISOR REQUESTS**
7. **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,

Jordan Lansford
District Manager

Tab 1

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, February 13, 2020 at 10:00 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
Fred Berdeguez	Board Supervisor, Assistant Secretary

Also present were:

John Vericker	District Counsel, Straley Robin Vericker
Michael Speidel	Clubhouse Mgr., Rizzetta Amenity Services
Stephen Brletic	District Engineer, JMT Engineering
Tyree Brown	Field Services, Rizzetta & Company, Inc.
Jordan Lansford	District Manager, Rizzetta & Company, Inc.
Keith Skorewicz	Attorney, Appleton Reis
Deputy Phillips	Pasco County Sheriff's Office

Audience

FIRST ORDER OF BUSINESS

Call to Order

Ms. Lansford called the meeting to order and performed the roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments

The Board received a request from the Aaron residence for Solitude Lake Management to look at the pond behind their home.

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THIRD ORDER OF BUSINESS **Splash Pad Update**

Mr. Skorewicz reported that the splash pad had been inspected by the Health Department and the department had new requirements. Mr. Brletic stated that the department now requires that all pumps be shut off simultaneously if there is an issue and that this will cost about \$1000 to implement. Mr. Skorewicz also suggested that he send a demand letter to Splash Pad USA to negotiate the remaining fee due and to request a final release from Splash Pad USA before sending the final payment.

The Board approved for Mr. Skorewicz to work directly with Mr. Funk regarding payment for the Splash Pad.

On a Motion by Mr. Walz, seconded by Ms. Hillis, with all in favor, the Board of Supervisors approved Mr. Skorewicz working directly with Mr. Funk of Splash Pad USA regarding payment for the Splash Pad, for the Concord Station Community Development District.

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FOURTH ORDER OF BUSINESS **Consideration of the Minutes of the Board of Supervisors' Meeting Held on January 9, 2020**

Ms. Lansford presented the Minutes of the Board of Supervisors' Meeting held on January 9, 2020, to the Board for consideration.

On a Motion by Mr. Christie, seconded by Ms. Matthias-Gorman, with all in favor, the Board of Supervisors approved the Meeting Minutes, from the January 9, 2020, meeting of the Board of Supervisors, for the Concord Station Community Development District.

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FIFTH ORDER OF BUSINESS **Consideration of Operation and Maintenance Expenditures for December 2019**

Ms. Lansford presented the December 2019 Operation and Maintenance Expenditures for December 2019 to the Board for consideration.

On a Motion by Mr. Walz, seconded by Mr. Berdeguez, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for December 2019 in the amount of \$167,559.46, for the Concord Station Community Development District.

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SIXTH ORDER OF BUSINESS

Staff Reports

A. Clubhouse Manager

Mr. Speidel reviewed the monthly Clubhouse Report for the Board and addressed questions.

The Board approved amending the Amenity Center policies by changing the hours of the Clubhouse and Pool, closing at 5:00 p.m. on Valentine's Day, closing entirely on Easter Sunday, and closing at 1:00 p.m. on Christmas Eve.

On a Motion by Mr. Walz, seconded by Ms. Hillis, with all in favor, the Board of Supervisors approved changing the hours of the Clubhouse and Pool, closing at 5:00 p.m. on Valentine's Day, closing entirely on Easter Sunday, and closing at 1:00 p.m. on Christmas Eve, for the Concord Station Community Development District.

The Board approved the DCSI proposal for splash pad security cameras in the amount of \$1589.00 and the Triangle Pool Services proposal for the splash pad chemical controller in the amount of \$2395.00.

On a Motion by Mr. Walz, seconded by Mr. Christie, with all in favor, the Board of Supervisors approved proposals for \$1589.00 from DCSI and \$2395.00 from Triangle Pool Services, for the Concord Station Community Development District.

The Board agreed to approve a not-to-exceed amount of \$1500.00 for an upgraded Microsoft Windows operating system for the Clubhouse computers.

On a Motion by Ms. Matthias-Gorman, seconded by Mr. Berdeguez, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$1500.00 for an upgraded Microsoft Windows operating system for the Clubhouse computers, for the Concord Station Community Development District.

A discussion ensued regarding community monuments being replaced. Proposals will be brought to the next meeting.

The Board requested that the previous District vendor, Jerry's Pressure Washing, be approached to provide a proposal to pressure wash the District sidewalks.

B. Deputy Phillips

Deputy Phillips suggested that the privacy screening requested for the splash pad could interfere with the patrolling deputy's ability to see activities at the splash pad and could also interfere with access by emergency medical responders. Deputy Phillips reported that he now has moving radar in his patrol car that should help with speeding violations. He also reported there are online scams for renting

109 vacant houses to be aware of.

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C. District Counsel

No report.

D. District Engineer

The Board approved a not-to-exceed amount of \$1500.00 for an Interlock Change. This is needed in order to receive the operating permit for the Splash Pad.

On a Motion by Mr. Christie, seconded by Ms. Matthias-Gorman, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$1500.00 for an Interlock Change, for the Concord Station Community Development District.

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The Board approved the Sitemaster proposal for the grate on Pond 320A. Mr. Vericker has created a contract for this work.

On a Motion by Mr. Walz, seconded by Ms. Matthias-Gorman, with all in favor, the Board of Supervisors approved the Sitemaster proposal in the amount of \$8200.00 for a grate on Pond 320A, for the Concord Station Community Development District.

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The Board approved for Mr. Walz to work with Field Services and District Management on park improvements in Buckinghamshire in Wellington and Trinity Cottage in Trilby. A not-to-exceed amount of \$10,000.00 was approved for this.

On a Motion by Mr. Berdeguez, seconded by Ms. Matthias-Gorman, with all in favor, the Board of Supervisors approved Mr. Walz working with Field Services and District Management, and a not-to-exceed amount of \$10,000.00, for park improvements in Buckinghamshire in Wellington and Trinity Cottage in Trilby, for the Concord Station Community Development District.

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D. District Manager

Ms. Lansford reminded the Board that the next CDD Board meeting was scheduled for March 12, 2020 at 10:00 a.m.

E. Field Operations Manager

The Board reviewed the Aquatics Report. Nick Margo is the new representative working the Concord Station account for Solitude Lake Management.

It was noted that the ownership of the pond in the front of the community still needs to be researched. Mr. Brletic will check into this.

The Board reviewed the Field Inspection Report. There were comments.

178 **TWELFTH ORDER OF BUSINESS** **Adjournment**
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On a Motion by Mr. Berdeguez, seconded by Mr. Christie, the Board of Supervisors adjourned the meeting at 11:52 a.m., for the Concord Station Community Development District.

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Secretary/Assistant Secretary

Chairman/Vice Chairman

Tab 11

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SETTLEMENT AND RELEASE AGREEMENT

THIS SETTLEMENT AND RELEASE AGREEMENT (“Agreement”) is made and entered into this 27 day of February 2020, between Concord Station Community Development District, a local unit of special-purpose government governed by Chapter 190, Florida Statutes (the “CDD”) and SplashPads, USA, a Utah Corporation, (“SPUSA”).

RECITALS

WHEREAS, the CDD and SPUSA entered into a contract for the construction of a water feature;

WHEREAS, the CDD and SPUSA dispute the amounts owed under the forgoing contract;

WHEREAS, by this Agreement, the CDD and SPUSA believe that it is in their mutual interest to reach an amicable resolution by way of compromise and accord without admission, waiver or further adjudication of any issues of fact or law, and to resolve any dispute regrading payment;

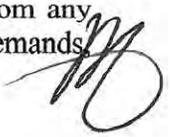
NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants and promises contained in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto do hereby mutually agree as follows:

AGREEMENT

1. **INCORPORATION OF RECITALS.** The foregoing recitals are acknowledged by the parties to be true and correct and are hereby incorporated as terms and conditions of this Agreement.

2. **TERMS.** In consideration for the promises contained herein, within 10 calendar days of the date of this Agreement, the CDD shall pay or cause to be paid to SPUSA, by check made payable to SPUSA, 60 North Cutler Drive, Salt Lake City, Utah 85054, the monetary sum of \$29,025.00 (the “Settlement Amount”). The Settlement Amount shall fully resolve any payment dispute among the parties. The CDD and SPUSA further agree that the Settlement Amount, the releases in paragraph 3 herein, and the other provisions contained in this Agreement, constitute a fair and reasonable exchange between the CDD and SPUSA.

3. **LIMITED RELEASE OF CLAIMS.** Effective immediately upon the execution and fulfillment of this Agreement by all parties, the CDD and each and all of the CDD’s representatives, agents, successors and assigns releases and forever discharges SPUSA, and its agents, servants, representatives, employees, predecessors, successors and assigns, and each of them, from any and all claims, including attorneys fees, costs and interest, debts, liabilities, obligations, demands, actions and causes of action known or unknown, arising out of the payments owed to SPUSA. Also effective immediately upon the execution and fulfillment of this Agreement by all parties, the SPUSA and each and all of the SPUSA’s representatives, agents, successors and assigns releases and forever discharges the CDD, and its agents, servants, representatives, employees, predecessors, successors and assigns, and each of them, from any and all claims, including attorneys fees, costs and interest, debts, liabilities, obligations, demands



actions and causes of action known or unknown from the beginning of time the date of this agreement. The Parties agree that this settlement and release relates only to payment and does absolve SPUSA from any honoring warranties, express or implied, regarding any materials or services provided under the water feature contract.

4. **SUCCESSORS AND ASSIGNS.** This Agreement shall inure to the benefit of and be binding upon the parties and their respective agents, successors and assigns.

5. **VOLUNTARY AGREEMENT.** Each of the parties hereto declares that the terms of this Agreement have been read and understood and that this Agreement is entered into voluntarily, freely and without.

6. **NO ADMISSION.** The terms of this agreement, including all negotiations leading to the settlement, the payment of consideration therefore and the contents of this Agreement and any documents executed in connection herewith are not intended to constitute and shall not constitute any admission or concession of any kind by any of the parties to this Agreement.

7. **FURTHER DOCUMENTS.** Each party to this Agreement agrees to execute and deliver all documents and to perform all further acts and take any and all further steps that may be reasonably necessary to carry out the provisions of this Agreement and the transaction contemplated hereby.

8. **COUNTERPARTS.** This Agreement may be executed in any numbers of counterparts, by means of multiple signature pages each containing fewer than all required signatures, and by means of facsimile signatures, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

9. **FULL UNDERSTANDING AND ENTIRE AGREEMENT.** The parties hereto, by affixing their signatures, evidence that they have read this Agreement and understand its contents and that the terms and provisions contained herein are in accordance with their desires and agreements and constitute the full understanding between the parties concerning the matters set forth herein. This Agreement shall be deemed the joint product of the CDD and SPUSA and shall not be construed against any party as the drafter. All prior negotiations are merged into and superseded by this Agreement.

10. **PROVISIONS SEVERABLE.** In the event any provision of this Agreement shall be or shall become illegal or unenforceable, in whole or in part, for any reason, the remaining provisions shall nevertheless be deemed valid, binding and subsisting.

11. **SOVEREIGN IMMUNITY.** Nothing herein shall be construed to limit the CDD's sovereign immunity limitations of liability as provided in Section 768.28, Florida Statutes, or other applicable law.

12. **COMPLIANCE WITH PUBLIC RECORDS LAWS.** SPUSA understands and agrees that all documents of any kind provided to the CDD in connection with the water feature contract and this settlement may be public records, and, accordingly, agrees to comply with all applicable provisions of Florida law in handling such records, including but not limited to, Section 119.0701, Florida Statutes and the other provisions of Chapter 119, Florida Statutes.

13. **ATTORNEY FEES.** In the event that any action, suit or proceeding shall be brought by any of the parties hereto to enforce any of the terms and conditions of this Agreement, the prevailing party in any such action, suit or proceeding shall be entitled to and shall recover from the non-prevailing party the prevailing party's costs and reasonable attorney's fees as determined by the court.

IN WITNESS WHEREOF, the parties hereto having read and understood this Agreement, and each of them believing that the release, settlement and compromise of the claims upon the terms and conditions set forth in this Agreement to be in their best interests, the undersigned execute this Agreement as of the date first written above.

BY SIGNING BELOW THE SIGNATORY CONFIRMS AND CERTIFIES TO THE CDD THAT EACH COMPANY IS AUTHORIZED TO EXECUTE THIS AGREEMENT AND TO PERFORM ALL OTHER ACTS THAT MAY BE REQUIRED OR NECESSARY TO CARRY FULLY INTO EFFECT THE FOREGOING.

<p>Concord Station Community Development District, a Florida Community Development District</p> <p>By: <u>David Walz 2/28/20</u></p> <p>Name: <u>DAVID WALZ</u></p> <p>Its: <u>CHAIRMAN</u></p>	<p>SplashPads USA, a Utah corporation</p> <p>By: <u>[Signature]</u></p> <p>Name: <u>RICHARD FUNK</u></p> <p>Its: <u>VP OPERATIONS</u></p> <p>Pgs # 1-3</p>
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Tab 13

RESOLUTION 2020-04

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT
REDESIGNATING THE SECRETARY OF THE DISTRICT, AND
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, the Concord Station Community Development District (the "District") is a local unit of special-purpose government organized and existing in accordance with Chapter 190, Florida Statutes, and situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors (hereinafter the "Board") previously designated Eric Dailey as Secretary pursuant to Resolution 2016-10; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF THE CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT:**

Section 1. Bob Schleifer is appointed Secretary

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS ___ DAY OF MAY, 2020.

**CONCORD STATION COMMUNITY
DEVELOPMENT DISTRICT**

CHAIRMAN/VICE CHAIRMAN

ATTEST:

ASSISTANT SECRETARY

Tab 14

RESOLUTION 2020-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT DESIGNATING THE AUTHORIZED SIGNATORIES FOR THE DISTRICT'S OPERATING BANK ACCOUNT(S), AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Concord Station Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") has selected a depository as defined in Section 280.02, Florida Statutes, which meets all the requirements of Chapter 280 and has been designated by the State Treasurer as a qualified public depository; and

WHEREAS, the Board desires now to authorize signatories for the operating bank account(s).

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The Chairman, Vice Chairman, Secretary, Assistant Secretaries and ~~Treasurer~~ and Assistant Treasurer are hereby designated as authorized signatories for the operating bank accounts of the District.

Section 2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED THIS 16 DAY OF APRIL 2020.

CONCORD STATION COMMUNITY
DEVELOPMENT DISTRICT



CHAIRMAN / VICE CHAIRMAN

ATTEST:

Jordan Lansford

SECRETARY / ASSISTANT SECRETARY

Tab 15

RESOLUTION 2020-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT APPROVING PROPOSED BUDGETS FOR FISCAL YEAR 2020/2021 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; ADDRESSING TRANSMITTAL, POSTING AND PUBLICATION REQUIREMENTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (“**Board**”) of the Chapel Creek Community Development District (“**District**”) prior to June 15, 2020, proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2020 and ending September 30, 2021 (“**Fiscal Year 2020/2021**”); and

WHEREAS, the Board has considered the Proposed Budget and desires to set the required public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT:

1. **PROPOSED BUDGET APPROVED.** The Proposed Budget prepared by the District Manager for Fiscal Year 2020/2021 attached hereto as **Exhibit A** is hereby approved as the basis for conducting a public hearing to adopt said Proposed Budget.

2. **SETTING A PUBLIC HEARING.** A public hearing on said approved Proposed Budget is hereby declared and set for the following date, hour and location:

DATE: August 13, 2020

HOUR: 6:30 p.m.

LOCATION: Rizzetta & Company, Inc.
5844 Old Pasco Road, Suite 100
Wesley Chapel, FL 33544

3. **TRANSMITTAL OF PROPOSED BUDGET TO LOCAL GENERAL PURPOSE GOVERNMENT.** The District Manager is hereby directed to submit a copy of the Proposed Budget to Pasco County at least 60 days prior to the hearing set above.

4. **POSTING OF PROPOSED BUDGET.** In accordance with Section 189.016, *Florida Statutes*, the District’s Secretary is further directed to post the approved Proposed Budget on the District’s website at least two days before the budget hearing date as set forth in Section 2, and shall remain on the website for at least 45 days.

5. **PUBLICATION OF NOTICE.** Notice of this public hearing shall be published in the manner prescribed in Florida law.

6. **EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2020.

ATTEST:

**CONCORD STATION COMMUNITY
DEVELOPMENT DISTRICT**

Assistant Secretary

By: _____
Its: _____

Exhibit A: Approved Proposed Budgets for Fiscal Year 2020/2021

Exhibit A:

Approved Proposed Budgets for Fiscal Year 2020/2021