



Rizzetta & Company

Concord Station Community Development District

Board of Supervisors' Meeting June 11, 2020

Via conference call pursuant to Governor DeSantis' Executive Order
20-69 (as extended by Executive Order 20-112).
<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

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 muted unless speaking during the conference.

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

June 3, 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, June 11, 2020 at 10:00 a.m., via conference call pursuant to Governor DeSantis' Executive Order 20-69 (as extended by Executive Order 20-112)**. The following is the agenda for this 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 May 14, 2020..... Tab 1
 - B. Consideration of Operation and Maintenance Expenditures for April 2020 Tab 2
- 4. STAFF REPORTS**
 - A. District Engineer
 - B. i. Review Engineer's Report Tab 3
 - C. Clubhouse Manager Updates
 - i. Review Monthly Clubhouse Report Tab 4
 - D. Deputy Update
 - E. District Counsel
 - F. District Manager
 - G. Field Operations Manager
 - i. Field Inspection Report Tab 5
 - ii. Greenview Weekly Reports..... Tab 6
- 5. BUSINESS ITEMS**
 - A. Consideration of Establishment of Audit Committee
 - B. Ratification of Encroachment Agreements Tab 7
 - i. 3865 Round Table Court
 - ii. 18369 Aylesbury Lane
 - iii. 2925 Trinity Cottage Drive
 - C. Consideration of Sign Proposals..... Tab 8
 - D. Consideration of Illuminations Holiday Lighting Proposal... Tab 9
 - E. Discussion of Bainbridge Apartments
 - F. Discussion of Fountain Proposals.....USC
- 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, May 14, 2020 at 6:32 p.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
Jordan Lansford	District Manager, Rizzetta & Company, Inc.

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 entertained Audience comments.

43 **THIRD ORDER OF BUSINESS** **Consideration of the Minutes of the**
44 **Board of Supervisors' Meeting Held on**
45 **February 13, 2020**
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47 Ms. Lansford presented the Minutes of the Board of Supervisors' Meeting held on February
48 13, 2020, to the Board for consideration.
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On a Motion by Mr. Christie, seconded by Mr. Walz, with all in favor, the Board of Supervisors approved the Meeting Minutes, as amended, from the February 13, 2020, meeting of the Board of Supervisors, for the Concord Station Community Development District.

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51 **FOURTH ORDER OF BUSINESS** **Consideration of Operation and**
52 **Maintenance Expenditures for January,**
53 **February, March 2020**
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55 Ms. Lansford presented the January, February, March 2020 Operation and
56 Maintenance Expenditures to the Board for consideration.
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On a Motion by Mr. Walz, seconded by Ms. Matthias-Gorman, with all in favor, the Board of Supervisors approved the Operation and Maintenance Expenditures for January (\$154,856.96), February (\$129,353.81) and March (\$122,728.19), for the Concord Station Community Development District.

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59 **FIFTH ORDER OF BUSINESS** **Staff Reports**
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61 **A. Clubhouse Manager**

62 Mr. Speidel reviewed the monthly Clubhouse Report for the Board and addressed
63 questions.
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65 The Board approved the basketball backboard proposal that Mr. Speidel presented.
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On a Motion by Mr. Christie, seconded by Mr. Walz, with all in favor, the Board of Supervisors approved the basketball backboard proposal for the Concord Station Community Development District.

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68 A discussion ensued regarding purchasing a computer tablet for use by Tim.
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On a Motion by Mr. Walz, seconded by Ms. Hillis, with all in favor, the Board of Supervisors approved a not-to-exceed amount of \$500.00 to purchase a computer tablet for the Clubhouse Maintenance person, for the Concord Station Community Development District.

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B. Deputy Phillips

No report.

C. District Counsel

The Phase 3, Unit 3 Plat Map and Tax Card were reviewed with the Board. A discussion ensued regarding eliminating the maintenance of the bus stop and the median on Mentmore near Publix. The District Engineer will provide an updated maintenance/ownership map.

D. District Engineer

The Weir replacement proposal by Site Masters was presented to the Board.

On a Motion by Ms. Hillis, seconded by Mr. Walz, with all in favor, the Board of Supervisors approved the Site Masters Weir replacement proposal (\$14,000.00), 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 June 11, 2020 at 10:00 a.m.

A discussion ensued regarding “No Fishing” signs on ponds. The Board approved adding signs to ponds behind resident homes between Sunlake and Lake Patience Roads.

On a Motion by Mr. Christie, seconded by Mr. Berdeguez, with all in favor, the Board of Supervisors approved adding “No Fishing” signs to ponds behind resident homes between Sunlake and Lake Patience Roads, for the Concord Station Community Development District.

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E. Field Operations Manager

The Board reviewed the Aquatics Report. The Board agreed to a not-to-exceed limit of \$10,000.00 for Midge Fly treatments on a case by case basis.

The Board reviewed the Field Services Report. There were no comments.

The Board reviewed the Greenview Weekly Reports.

104 **SIXTH ORDER OF BUSINESS** **Consideration of Sign Replacement**
105 **Proposals**
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107 Ms. Lansford presented the monument sign replacement proposals. The Board
108 requested that representatives from IGD be present at the next meeting to discuss these
109 proposals.

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111 **SEVENTH ORDER OF BUSINESS** **Consideration of Pressure Washing**
112 **Proposals**
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114 Ms. Lansford presented the Jerry's Pressure Washing proposal to the Board for
115 consideration.
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On a Motion by Mr. Christie, seconded by Ms. Matthias-Gorman, with all in favor, the Board of Supervisors approved the Jerry's Pressure Washing proposal (\$9800.00), for the Concord Station Community Development District.

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118 **EIGHTH ORDER OF BUSINESS** **Ratification of Settlement Terms with**
119 **SplashPad USA**
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121 The Board reviewed the Settlement and Release Agreement terms with SplashPad
122 USA and ratified the agreement.
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On a Motion by Ms. Hillis, seconded by Mr. Berdeguez, with all in favor, the Board of Supervisors ratified the Settlement and Release Agreement with SplashPad USA, for the Concord Station Community Development District.

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125 **NINTH ORDER OF BUSINESS** **Consideration of Trail Workout**
126 **Equipment**
127 **Proposals**
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129 Ms. Lansford presented the Trail Workout Equipment Proposals to the Board for
130 consideration. The Board asked for proposals for stations with a single piece of equipment
131 each for the next meeting.
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133 **TENTH ORDER OF BUSINESS** **Consideration of Resolution 2020-04;**
134 **Designating Secretary of District**
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136 Ms. Lansford presented Resolution 2020-04; Designating Secretary of District to the
137 Board for consideration.
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On a Motion by Mr. Walz, seconded by Mr. Christie, with all in favor, the Board of Supervisors adopted Resolution 2020-04; Designating Secretary of District, for the Concord Station Community Development District.

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ELEVENTH ORDER OF BUSINESS **Ratification of Resolution 2020-03;
Authorizing Bank Signatories**

Ms. Lansford presented Resolution 2020-03; Authorizing Bank Signatories to the Board for ratification.

On a Motion by Mr. Walz, seconded by Mr. Berdeguez, with all in favor, the Board of Supervisors adopted Resolution 2020-03; Authorizing Bank Signatories, for the Concord Station Community Development District.

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TWELFTH ORDER OF BUSINESS **Consideration of Splash Pad
Maintenance Agreement**

Ms. Lansford presented the Splash Pad Maintenance Agreement to the Board for consideration.

On a Motion by Mr. Christie, seconded by Ms. Hillis, with all in favor, the Board of Supervisors approved the Splash Pad Maintenance Agreement, for the Concord Station Community Development District.

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THIRTEENTH ORDER OF BUSINESS **Consideration of Audit Committee**

This was tabled until the next meeting.

FOURTEENTH ORDER OF BUSINESS **Presentation of Fiscal Year 2020-2021
Proposed Budget**

Ms. Lansford presented the Fiscal Year 2020-2021 Proposed Budget to the Board for review.

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FIFTEENTH ORDER OF BUSINESS **Consideration of Resolution 2020-02;
Approving Fiscal Year 2020-2021
Proposed Budget and Setting a Public
Hearing**

Ms. Lansford presented Resolution 2020-02; Approving Fiscal Year 2020-2021 Proposed Budget and Setting a Public Hearing to the Board for consideration. The Board approved this in substantial form with the following changes:

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