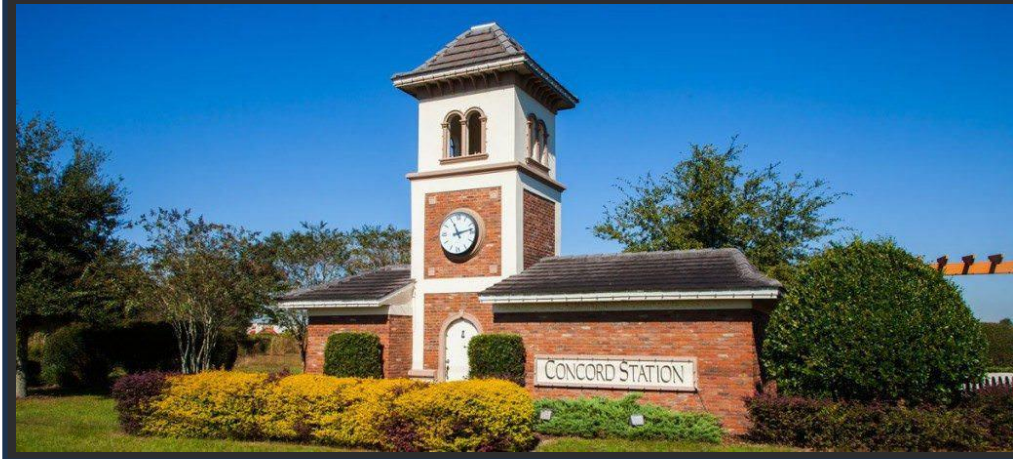


CONCORD STATION
COMMUNITY DEVELOPMENT DISTRICT



ADVANCED MEETING PACKAGE

REGULAR MEETING

DATE / TIME:

Thursday, August 14, 2025
6:30 P.M.

LOCATION:

Concord Station Clubhouse
18636 Mentmore Blvd.
Land O' Lakes, FL 34638



*Note: The Advanced Meeting Package is a working document and thus all materials are considered **DRAFTS** prior to presentation and Board acceptance, approval, or adoption.*

**CONCORD STATION
COMMUNITY DEVELOPMENT DISTRICT**

**c/o Anchor Stone
255 Primera Boulevard, Suite 160
Lake Mary, FL 32746**



Board of Supervisors
Concord Station Community Development District.

Dear Supervisors:

A Meeting of the Board of Supervisors of the Concord Station Community Development District is scheduled for **Thursday, August 14, 2025, at 6:30 P.M.** at the **Concord Station CDD, Concord Station Clubhouse, 18636 Mentmore Blvd., Land O' Lakes, FL 34638.**

The advanced copy of the agenda for the meeting is attached along with associated documentation for your review and consideration. Any additional support material will be distributed at the meeting.

The agenda items are for immediate business purposes and for the health and safety of the community. Staff will present any reports at the meeting. If you have any questions, please contact me. I look forward to seeing you there.

Sincerely,

Patricia Thibault

Patricia Thibault
District Manager

CC: Attorney
Engineer
District Records



District: CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT

Date of Meeting: Thursday, August 14, 2025

Time: 6:30 P.M.

Location: Concord Station Clubhouse
18636 Mentmore Blvd.
Land O'Lakes, FL 34638

TEAMS:
[LINK**](#)
Meeting ID: 266 389 722 026 3
Passcode: 5i23sN7X
CALL IN:
+1 323-538-4434
Phone conference ID: 197 867 101#
Mute/Unmute: *6

Agenda

For the full agenda packet, please contact ConcordStation@AnchorStoneMgt.com

I. Call to Order / Roll Call

II. Audience Comments – Agenda Items *(limited to 3 minutes per individual)*

III. Professional Vendor Presentations & Updates

A. Deputy Update – Pasco County Sheriff's Office (PCS)

B. Solitude Lake Management – Waterway Inspection Report

[**EXHIBIT 1**](#)

C. Red Tree Landscape Maintenance

1. Red Tree Landscape Report for July 2025

[**EXHIBIT 2.1**](#)

2. Proposal to stake (2) leaning trees at Buckinghamshire Drive Park

[**EXHIBIT 2.2**](#)

3. Proposal to flush cut and remove debris of (3) dead trees on the south side of Mentmore Blvd and east of Sunlake Blvd.

[**EXHIBIT 2.3**](#)

4. Proposal to flush cut and remove debris of (1) dying tree at Buckinghamshire Drive Park.

[**EXHIBIT 2.4**](#)

5. Consideration of Proposal for Hardwood Elevation, Crown Thinning & Cleaning Proposal - \$2,750

[**EXHIBIT 3**](#)

6. Status & Discussion Of Irrigation Project

D. District Engineering Report – Stantec Project Manager – Greg Woodcock

E. District Counsel – Kilinski Van Wyk

1. Consideration of Proposal for Employee Handbook - \$5,000

[EXHIBIT 4](#)

IV. Public Hearings for the FY 2025-2026 Operating Budget

A. Open the Public Hearing on the FY 2025-2026 Operating Budget

1. Presentation of the FY 2025-2026 Operating Budget

[EXHIBIT 5](#)

2. Public Comments on the FY 2025-2026 Operating Budget

3. Close the Public Hearing

B. Consideration for Adoption Resolution 2025-10, Annual Appropriation Resolution & Adopting

[EXHIBIT 6](#)

C. Open the Public Hearing for the Levying of O&M Assessments for the FY 2025-2026 Operating Budget

1. Open the Public Hearing

2. Presentation of the FY 2025-2026 Assessments

[EXHIBIT 7](#)

3. Public Comments on the FY 2025-2026 Assessments

4. Close the Public Hearing

D. Consideration for Adoption Resolution 2025-11, Providing for the Collection & Enforcement of Special Assessments for the Funding of the FY 2025-2026 Budget

[EXHIBIT 8](#)

V. Amenity Manager – Mark Lookanan

A. Presentation of the Amenity Manager Report

[EXHIBIT 9](#)

VI. Administrative Items

A. Consideration & Acceptance of the Concord Station June 2025 Unaudited Financial Statements

[EXHIBIT 10](#)

B. Consideration for Approval - the Minutes of the Concord Station July 10, 2025 Regular Meeting

[EXHIBIT 11](#)

C. Consideration for Approval - the Minutes of the Concord Station July 29, 2025 Special Meeting

[EXHIBIT 12](#)

D. Consideration for Adoption Resolution 2025-12, Setting the Annual Meeting Schedule for the Fiscal Year 2026 [EXHIBIT 13](#)

E. Consideration for Adoption Resolution 2025-13, Designating Dissemination Agent [EXHIBIT 14](#)

VII. Other Matters to Be Introduced

A. Amenity - Emergency repair of Main Access Panels and 2 Surge/Battery Backup Units [EXHIBIT 15](#)

❖ Ratification of ECS Proposal – 5 Control Panels - \$9,900 [EXHIBIT 16](#)

❖ Ratification of ECS Proposal – Surge Protectors - \$1,290 [EXHIBIT 17](#)

B. Consideration of Pool Proposals for Maintenance Proposals, Budget = \$27,600

❖ Cooper Pools - \$4,680 mo. 3x Weekly , M, W, F Annual=\$56,160 [EXHIBIT 18](#)

❖ Pool Troopers - \$4,627 mo, 5x Weekly, Annual = \$55,524 [EXHIBIT 19](#)

❖ Bandu Pools - \$4,250 mo.,3x Weekly M, W, F, Annual =\$51,000 [EXHIBIT 20](#)

❖ Bandu Pools Repair - Pool Recirculation Motor - \$8,696.09 &New Speck Pump - \$11,878.50 [EXHIBIT 21](#)

VIII. District Manager

IX. Audience Comments – New Business *(limited to 3 minutes per individual)*

X. Supervisor Requests

XI. Adjournment

EXHIBIT 1

[RETURN TO AGENDA](#)



SOLITUDE

LAKE MANAGEMENT



Concord Station CDD Waterway Inspection Report

Reason for Inspection: Monthly required

Inspection Date: 2025-08-01

Prepared for:
Concord Station CDD

Prepared by:

TABLE OF CONTENTS

	Pg
SITE ASSESSMENTS	
PONDS W33, T1, T2	3
PONDS T3, T4, T5	4
PONDS T6, T7, T8	5
PONDS T9, T10, T11	6
PONDS T12, T13, L1	7
PONDS L2, L3, L4	8
PONDS L5	9
MANAGEMENT/COMMENTS SUMMARY	9, 10
SITE MAP	11

Site: W33

Comments:

Normal growth observed

The site has some native Bullrush and Gulf Spikerush growth. Aeration units are working properly. Site had some submersed algae growth treated 8/1.

Action Required:

Routine maintenance next visit

Target:

Sub-surface algae



Site: T1

Comments:

Site looks good

Site is free and clear of nuisance growth with a healthy population of GSR.

Action Required:

Routine maintenance next visit

Target:



Site: T2

Comments:

Site looks good

Site looks great with a monoculture of GSR along with a few small Cypress trees growing in.

Action Required:

Routine maintenance next visit

Target:



Site: T3

Comments:

Site looks good

Site is free and clear of any algae or submersed growth. The site has a healthy monoculture of GSR that has filled in the site nicely.

Action Required:

Routine maintenance next visit

Target:



Site: T4

Comments:

Site looks good

Open water is nice and clear. the Shelf had some spot spraying done in July for Primrose growing in the shelf and is still falling out.

Action Required:

Routine maintenance next visit

Target:



Site: T5

Comments:

Normal growth observed

July the homeowner on the only access to the site installed a fence. The site is looking okay but could use treatment for algae and shoreline weed growth.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



Site: T6

Comments:

Site looks good

Treated late July for Spatterdock the results of the treatment are still yet to be seen. Please allow for another 14 days to see effects. Overall the site is looking good.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



Site: T7

Comments:

Treatment in progress

The site being completely dry sprouted a ton of Fleas bane growth and we ae still waiting on the decomposition for the treatment.

Action Required:

Routine maintenance next visit

Target:



Site: T8

Comments:

Site looks good

The structure is free and clear of any obstructions.

Action Required:

Routine maintenance next visit

Target:



Site: T9

Comments:

Treatment in progress

The site finally has some water and was spot treated for emergent growth around the beneficial plants. Decomposition could take another 7 days.

Action Required:

Routine maintenance next visit

Target:



Site: T10

Comments:

Site looks good

Waiting on the decomposition process on the pond bank growth. Overall the site of looking good.

Action Required:

Routine maintenance next visit

Target:



Site: T11

Comments:

Site looks good

The site is very dry but overall in good condition. The emergent growth treated last month is still decomposing within the site.

Action Required:

Routine maintenance next visit

Target:



Site: T12

Comments:

Site looks good

Not much to note within the site. Overall the site is looking great with no issues. Pond banks are clear with no algae or submersed growth.

Action Required:

Routine maintenance next visit

Target:



Site: T13

Comments:

Site looks good

Site was treated in early July for emergent growth that filled in due to the low water level. Decomposition is still in progress.

Action Required:

Routine maintenance next visit

Target:



Site: L1

Comments:

Site looks good

Site looks good and is almost completely dry. Still waiting on the decomposition of the emergent growth filling in on the exposed banks.

Action Required:

Routine maintenance next visit

Target:



Site: L2

Comments:

Site looks good

Site looks great with a monoculture of GSR. Treated in July for Duckweed. Treatment results were successful.

Action Required:

Routine maintenance next visit

Target:



Site: L3

Comments:

Site looks good

Site looks great with a monoculture of GSR. Overall free and clear of any nuisance growth.

Action Required:

Routine maintenance next visit

Target:



Site: L4

Comments:

Site looks good

Site was spot treated for emergent growth within the beneficial growth. The site is full of many types of beneficial plants. Decomposition is in progress.

Action Required:

Routine maintenance next visit

Target:



Site: L5**Comments:**

Site looks good

Site is completely dry but it free of any nuisance growth.

Action Required:

Routine maintenance next visit

Target:**Management Summary**

This past July I have been continuing to check weirs and flow structure. Everything has been in good working order. With the rain we have gotten we haven't seen much more water in sites and by the end of August we are hoping that won't be the case anymore. Higher water levels in sites will help with the decomposition of the emergent growth along the pond banks. The sites overall are looking very good, we are just in the heavy growing season and are witnessing some of the annual weeds that like to sprout up very fast fill in this time of year.

Site W33 is looking good with some submersed algae growth treated on 8/1. In the far back of the photos you can see some of the Bullrush and Gulf Spikerush in the site. These are native beneficial aquatic plants that help with nutrient reduction, provide habitat for wildlife, and also provide shoreline stability against erosion in lakes and ponds. In this case there are a couple smaller pods of them growing within the site and are managed well. My recommendation is to leave them and let them fill in as much as possible to reap the many benefits that they provide to the ecosystem.

Site T5- Late July when treating the Trilby sites a homeowner on the only easement to the site put up a fence. The site is still accessible by backpack treatment but the algae and submersed weed growth that we may encounter in the future can only be effectively treated if I can get my equipment back to the pond. Due to the homeowner putting up this fence and the utility boxes in the easement I do not believe I can access the site with my equipment without the risk of causing some type of damage.

As always please reach out with any questions or concerns.

Thank you for choosing SOLitude Lake Management!

Site	Comments	Target	Action Required
W11	Normal growth observed	Sub-surface algae	Routine maintenance next visit
W12	Site looks good		Routine maintenance next visit
W13	Site looks good		Routine maintenance next visit
W14	Site looks good		Routine maintenance next visit
W15	Site looks good		Routine maintenance next visit
W16	Normal growth observed	Species non-specific	Routine maintenance next visit
W17	Site looks good	Species non-specific	Routine maintenance next visit
W18	Treatment in progress		Routine maintenance next visit
W20	Site looks good		Routine maintenance next visit
W21	Treatment in progress		Routine maintenance next visit
W22	Site looks good		Routine maintenance next visit
W24	Site looks good		Routine maintenance next visit
W25	Site looks good		Routine maintenance next visit
W26	Site looks good		Routine maintenance next visit
W27	Site looks good		Routine maintenance next visit
W28	Site looks good		Routine maintenance next visit
W29	Site looks good		Routine maintenance next visit
W30	Site looks good		Routine maintenance next visit
W31	Site looks good		Routine maintenance next visit

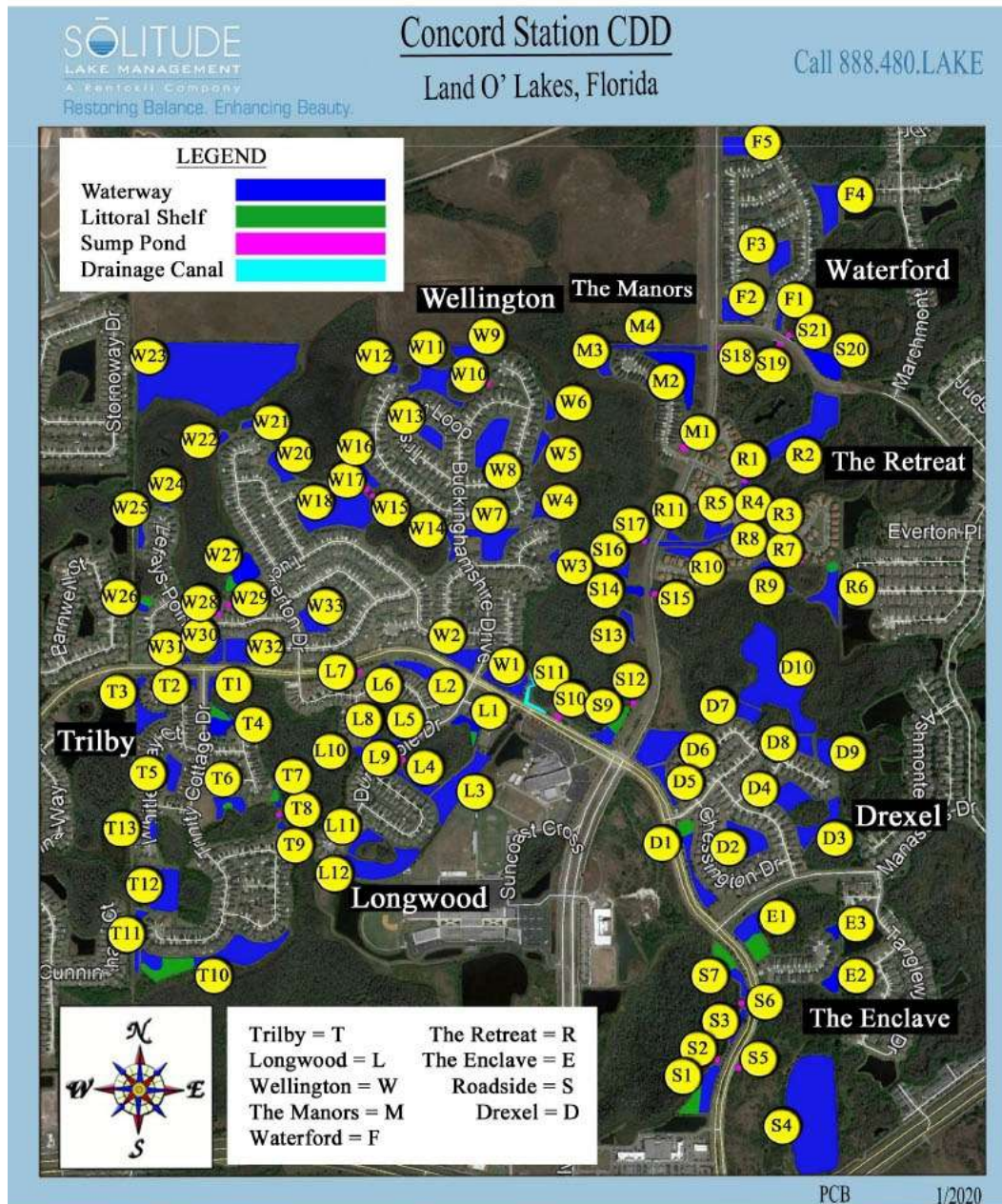


EXHIBIT 2.1

[RETURN TO AGENDA](#)



FW: Concord Station CDD - Landscape Report for July 2025 and (3) proposals for your review - READ ASAP

From Patricia Thibault <Patricia@AnchorstoneMgt.com>

Date Fri 8/8/2025 2:24 PM

To Anna Lyalina <Anna@AnchorstoneMgt.com>

 4 attachments (4 MB)

Concord Station CDD - Tree Removal Proposal - Buckinghamshire Drive Park 7.8.25.pdf; Concord Station CDD - Tree Removal Proposal - southside of Mentmore Blvd - east of Sunlake Blvd. 7.8.25.pdf; Concord Station CDD - Landscape Report - July, 2025.pdf; Concord Station CDD - Tree Staking Proposal - Buckinghamshire Drive Park 7.8.25.pdf;

For the agenda

Patricia Thibault

District Manager
Anchor Stone Management, LLC
255 Primera Boulevard, Suite 160
Lake Mary, FL 32746

From: Brian Christensen <bchristensen@redtreelandscape.systems>

Sent: Friday, August 8, 2025 2:12 PM

To: Patricia Thibault <Patricia@AnchorstoneMgt.com>

Cc: jburkett <jburkett@redtreelandscape.systems>; peteluke <peteluke@redtreelandscape.systems>; Dave Lucadano <daveluke@redtreelandscape.systems>; Dacia Trombetta <dtrombetta@redtreelandscape.systems>; RedTree Client Services <service@redtreelandscape.systems>

Subject: Concord Station CDD - Landscape Report for July 2025 and (3) proposals for your review

Patricia,

Good afternoon.

Please find attached the following for your review / approval:

- Red Tree Landscape Report for July 2025
- Proposal to stake (2) leaning trees at Buckinghamshire Drive Park.
- Proposal to flush cut and remove debris of (3) dead trees on the south side of Mentmore Blvd and east of Sunlake Blvd.
- Proposal to flush cut and remove debris of (1) dying tree at Buckinghamshire Drive Park.

Once the proposals are reviewed and approved, please return signed copies, and we will then go ahead with getting the work scheduled.

It is our pleasure to submit this report and proposals, and we look forward to your response.

Thank you and enjoy the weekend.

Brian



Brian Christensen

Client Care Director

727-494-2030

bchristensen@redtreelandscape.systems



A green circle with white text and green leaves on it Description automatically generated



The New Standard in Landscape Maintenance

1.888.RED.TREE

www.redtreelandscapesystems.com

5532 Auld Lane, Holiday FL 34690

LANDSCAPE REPORT: July 2025

FOR

Concord Station CDD

Attention: Patricia Thibault, District Manager

Clean-Up

- *Trash and debris were picked up and removed on all common areas.*

Mowing Operations

- *Per contract mowing cycles were completed except areas that were too wet to mow.*
- *As per request of the Chairman, the following mowing cycle is provided to illustrate the general progress pattern throughout the week (weather permitting):*

1. Longwood
2. Trilby
3. Wellington
4. The Manors
5. The Enclave
6. The Retreat

Detail Operations

- *As per contract, all sections have been detailed – hand weeding / spraying of non-selective herbicide / edging and blowing was performed with aggressively attacking bed weeds and extensive trimming of shrubs.*
- *Extra detail crews have been assigned to the property throughout July.*
- *We continue to focus on the Amenity Center and perform check-in visits weekly as agreed to.*

Fertilization / Pest Control

- *Integrated Pest Management of turf weeds are being monitored to see if further application is necessary.*
- *Jasmine beds were treated with Fusilade.*

Irrigation

- *Our Irrigation team has reached the DNE limit for wire path repair.*
- *A summary of the work with a map is forthcoming.*

Arborcare

- *Our Arborcare crew was onsite and completed the booting of the palms at the Amenity Center.*
- *Our GM crew removed dead trees in the woodline on Buckinghamshire Drive.*

Work Orders / Service Requests

- *Please do not hesitate to send any service requests to our Service Desk at service@redtreelandscape.systems. Property name, photographs and coordinates (street names, etc.) are all extremely helpful in assuring that we can address any concerns promptly and report back to you with completion.*

Proposals

- *A proposal was submitted for hardwood elevation, crown thinning and crown cleaning for (10) hardwood trees on the north side of The Retreat Monument on the East side of Sun Lake Blvd.*
- *A proposal is being submitted to stake (2) leaning trees at Buckinghamshire Drive Park.*
- *A proposal is being submitted to flush cut and remove debris for (3) dead trees on the south side of Mentmore Blvd - east of Sunlake Blvd.*
- *A proposal is being submitted to flush cut and remove debris for (1) dying tree at Buckinghamshire Drive Park.*

Photos

A question was raised by the Board as to whether or not our crew was performing detailing work and moss removal throughout the property. The following is a small sampling of photodocumentation illustrating the work performance of the crew from this past week:





































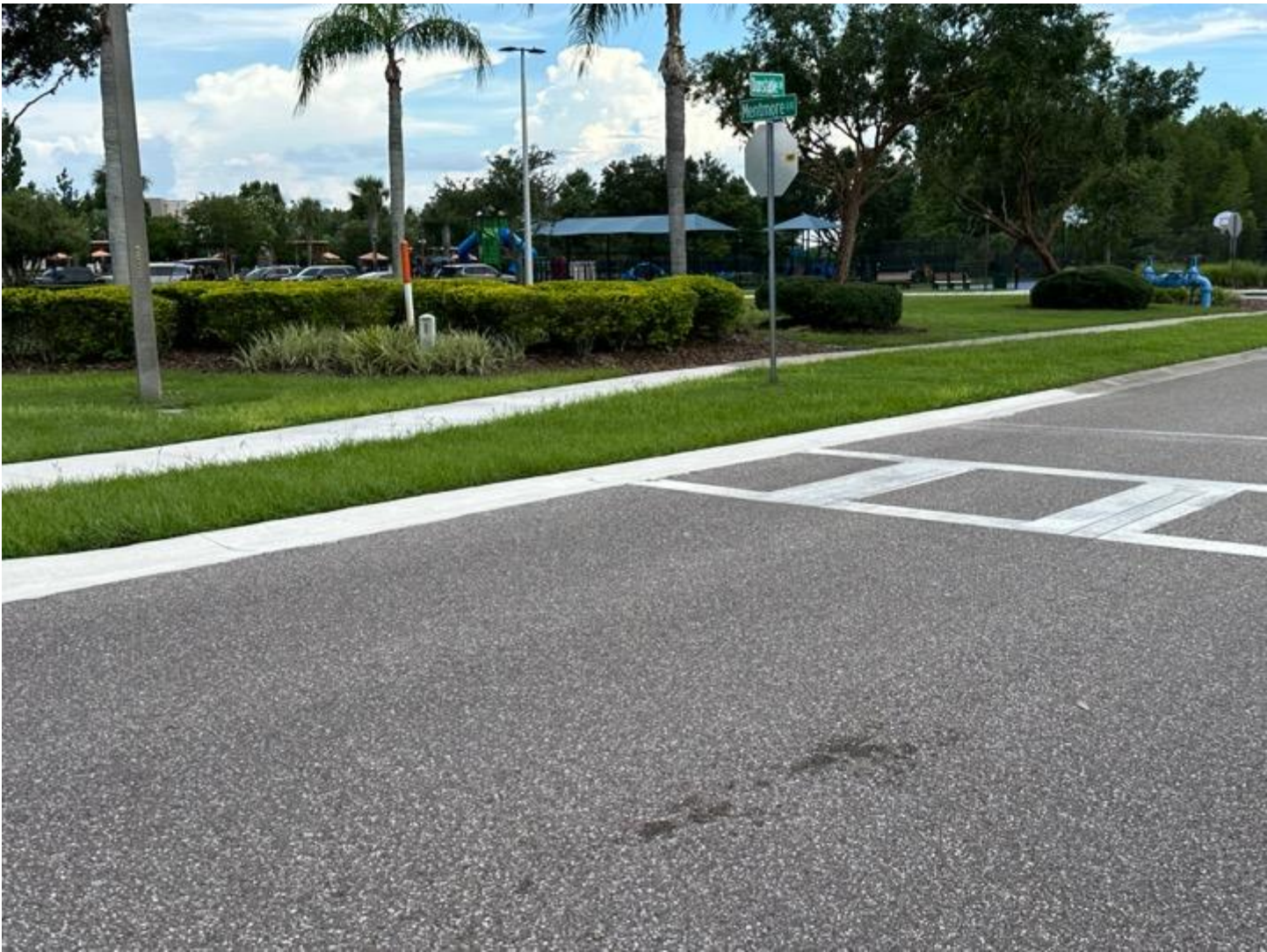


















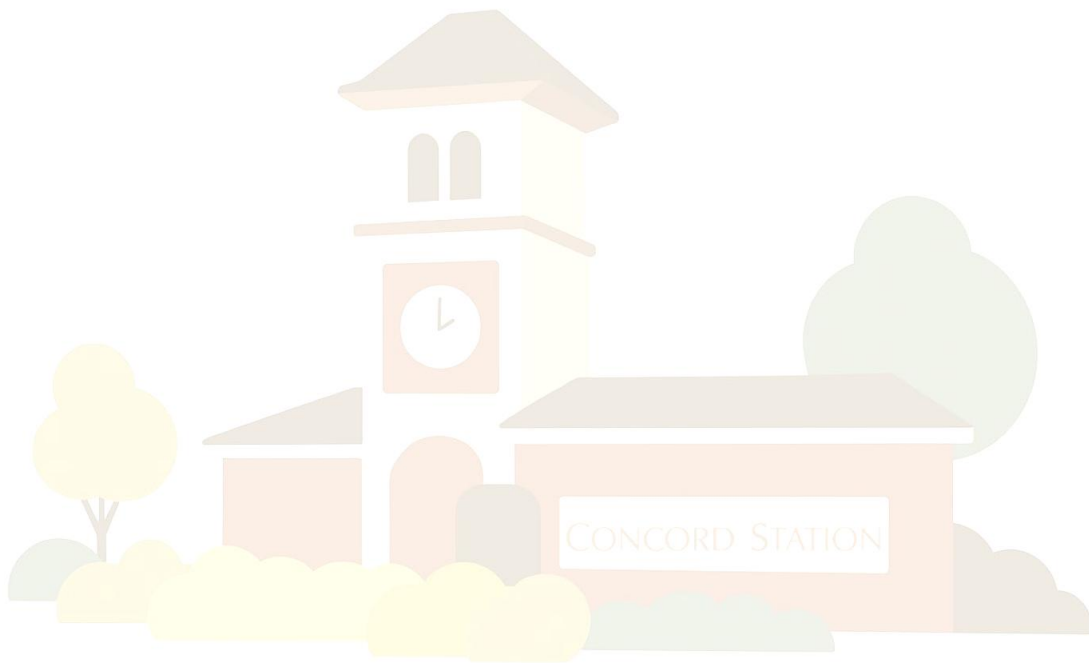






EXHIBIT 2.2

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5532 Auld Lane, Holiday FL 34690

TREE STAKING PROPOSAL

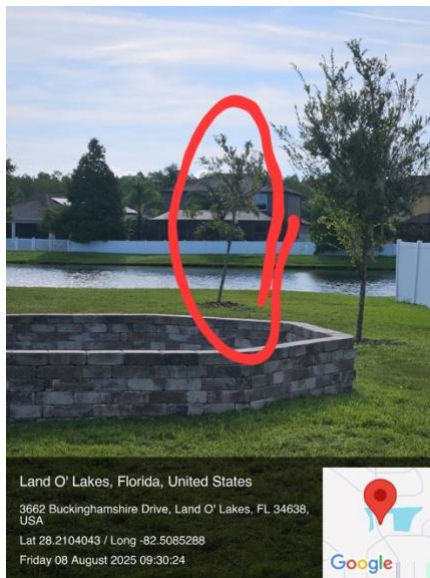
FOR

CONCORD STATION CDD

Attention: Ms. Patricia Comings Thibault – District Manager

August 8, 2025

Stake (2) leaning trees at **Buckinghamshire Drive Park**



- Stake (2) leaning trees at Buckinghamshire Drive Park.
- Includes materials and labor

Cost: \$500.00

Authorized Signature to Proceed

Date of Authorization

Proposal submitted by John Burkett - Client Care Specialist
jburrkett@redtreelandscapesystems.com / Cell phone: (727) 267-2059

EXHIBIT 2.3

[RETURN TO AGENDA](#)





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5532 Auld Lane, Holiday FL 34690

TREE REMOVAL PROPOSAL

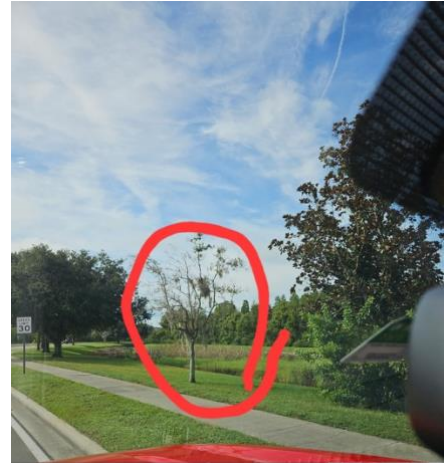
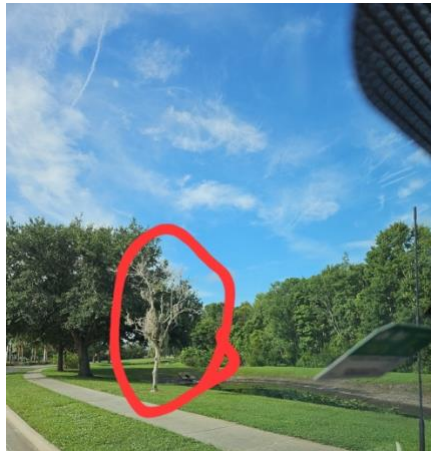
FOR

CONCORD STATION CDD

Attention: Ms. Patricia Comings Thibault – District Manager

August 8, 2025

Flush cut and remove debris - (3) dead trees on the south side of Mentmore Blvd - east of Sunlake Boulevard



Scope of Work

- Flush cut and remove debris for (3) dead trees on the south side of Mentmore Boulevard - east of Sunlake Boulevard.
- Includes labor, debris disposal, hauling and dump fees.

Project Cost: \$1,950.00

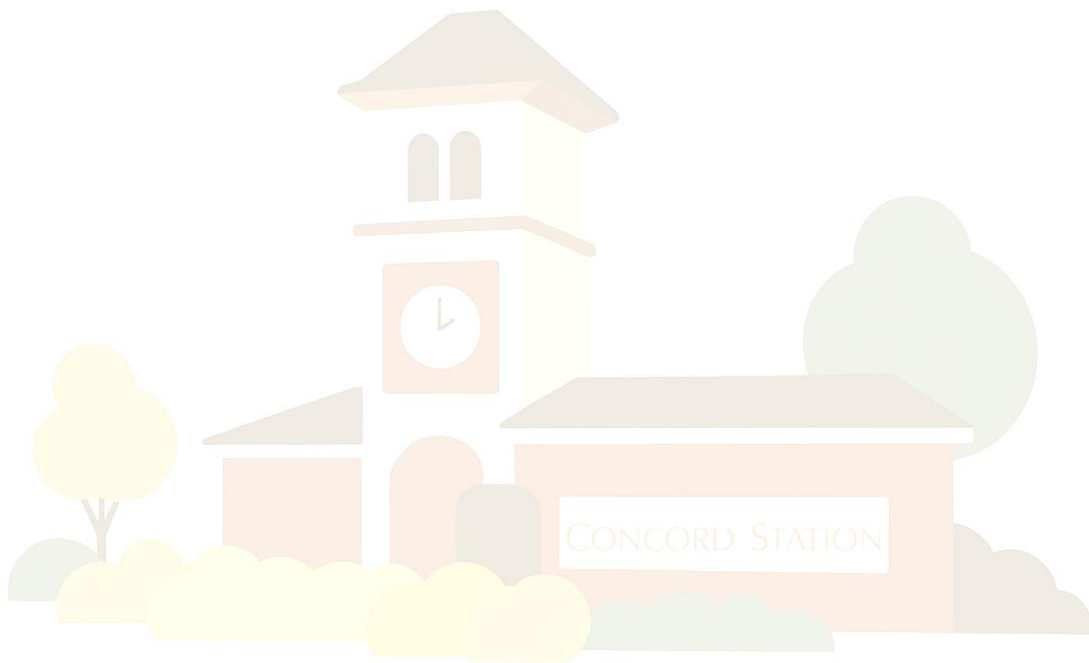
Authorized Signature to Proceed

Date of Authorization

Proposal submitted by John Burkett - Client Care Specialist
jburrkett@redtreelandscapesystems / Cell phone: (727) 267-2059

EXHIBIT 2.4

[RETURN TO AGENDA](#)





The New Standard in Landscape Maintenance

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5532 Auld Lane, Holiday FL 34690

TREE REMOVAL PROPOSAL

FOR

CONCORD STATION CDD

Attention: Ms. Patricia Comings Thibault – District Manager

August 8, 2025

Flush cut and remove debris for (1) dying tree at Buckinghamshire Park



- Flush cut and remove debris of (1) dying tree.
- Includes labor, debris disposal, hauling and dump fees.

Cost: \$650.00

Authorized Signature to Proceed

Date of Authorization

Proposal submitted by John Burkett - Client Care Specialist
jburrkett@redtreelandscape.systems / Cell phone: (727) 267-2059

EXHIBIT 3

[RETURN TO AGENDA](#)





The New Standard in Landscape Maintenance

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5532 Auld Lane, Holiday FL 34690

HARDWOOD ELEVATION, CROWN THINNING AND CLEANING PROPOSAL

FOR

CONCORD STATION CDD

Attention: Ms. Patricia Comings Thibault – District Manager

July 31, 2025

Target Area North side of The Retreat Monument on East side of Sun Lake Blvd.



Scope of Work

- Hardwood elevation, crown thinning and cleaning of (10) Hardwood trees on the north side of The Retreat Monument - east side of Sun Lake Blvd.
- Includes labor, debris removal, hauling fees, and dumping fees.

Project Cost: \$2,750.00

Authorized Signature to Proceed

Date of Authorization

Proposal submitted by John Burkett - Client Care Specialist
jburrkett@redtreelandscape.com / Cell phone: (727) 267-2059

EXHIBIT 4

[RETURN TO AGENDA](#)



From: [Mitchell Herring](#)
To: [Patricia Thibault](#); [Lindsay Moczynski](#)
Subject: Estimate for Handbook Preparation Services
Date: Monday, August 4, 2025 10:36:21 AM

Patricia,

As we discussed on Friday, our current contract covers the preparation of an Employee Handbook for the CDD at the rate contained therein. Based on my estimates, preparation of the Handbook should take approximately 20 hours at most, which would result in a maximum of \$5,000 in legal fees associated with this request. At this time, we will cease work on this matter until such a time as starting to prepare the Handbook is approved. Please let me know if you have any questions or concerns.

Thank you,

Mitchell J. Herring

20 SNIFFEN & SPELLMAN, P.A.

20 YEARS OF COMMITMENT TO CLIENTS & COMMUNITY

123 North Monroe Street
Tallahassee, Florida 32301
T (850) 205-1996 / F (850) 205-3004
E-mail: mherring@sniffenlaw.com

Website: www.sniffenlaw.com / Twitter: [@Sniffenlaw](#)

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-

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EXHIBIT 5

[RETURN TO AGENDA](#)



CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT



PROPOSED OPERATING BUDGET
October 1, 2025 – September 30, 2026

CONCORD STATION

A BALANCED BUDGET

FLORIDA STATUTE 189.

The total amount available from taxation and other sources, including balances brought forward for prior fiscal years, must equal the total of appropriations for expenditures and reserves.

CONCORD STATION

BOARD BUDGET DEVELOPMENT:

1. Review of Actual Expenditures of Prior Fiscal Years
2. Review of Contracts and Service Level Provided
3. Consideration of Future Service Needs

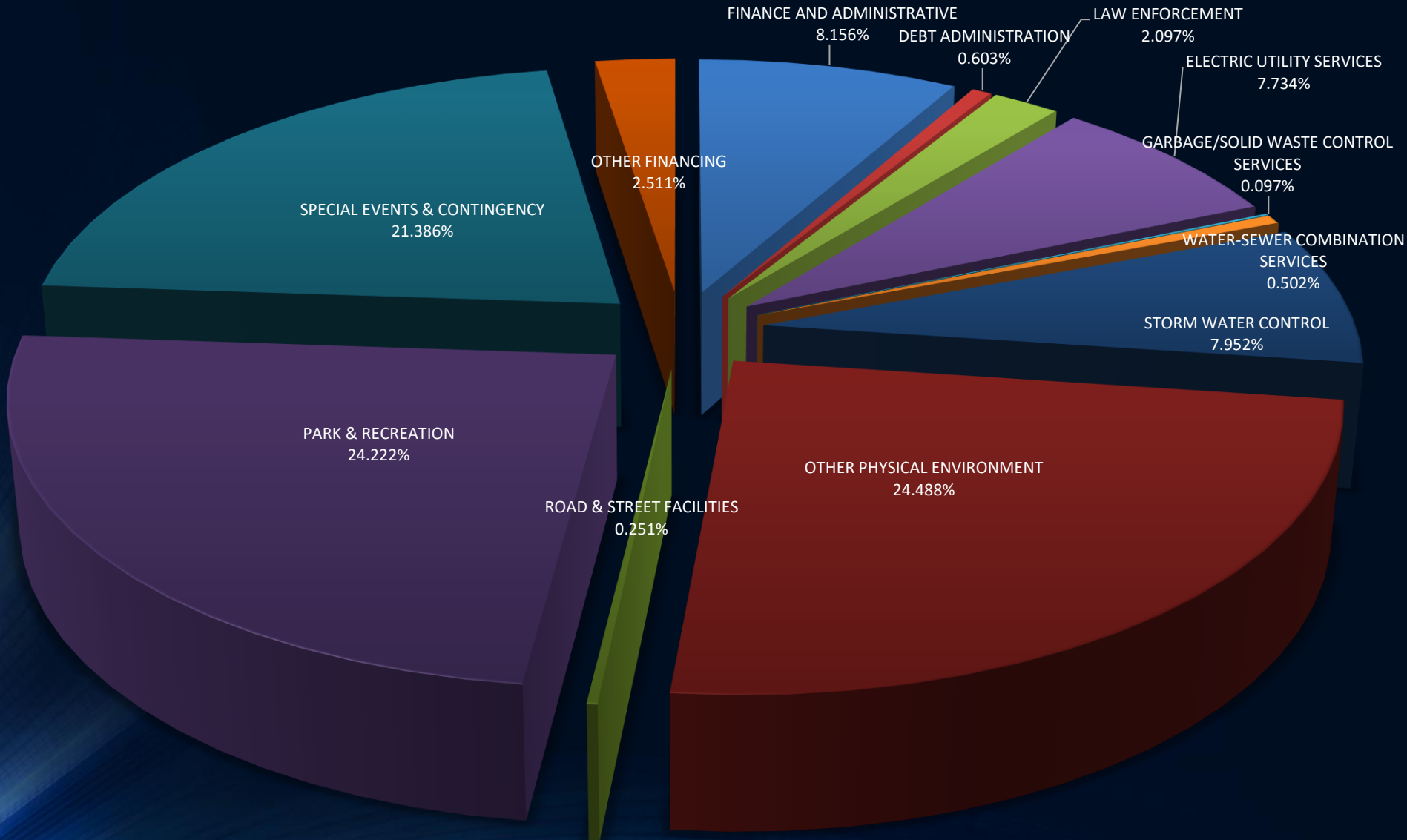
CONCORD STATION

NO INCREASE IN TOTAL ASSESSMENT – LOCKED DOWN FROM FY 2025



CONCORD STATION

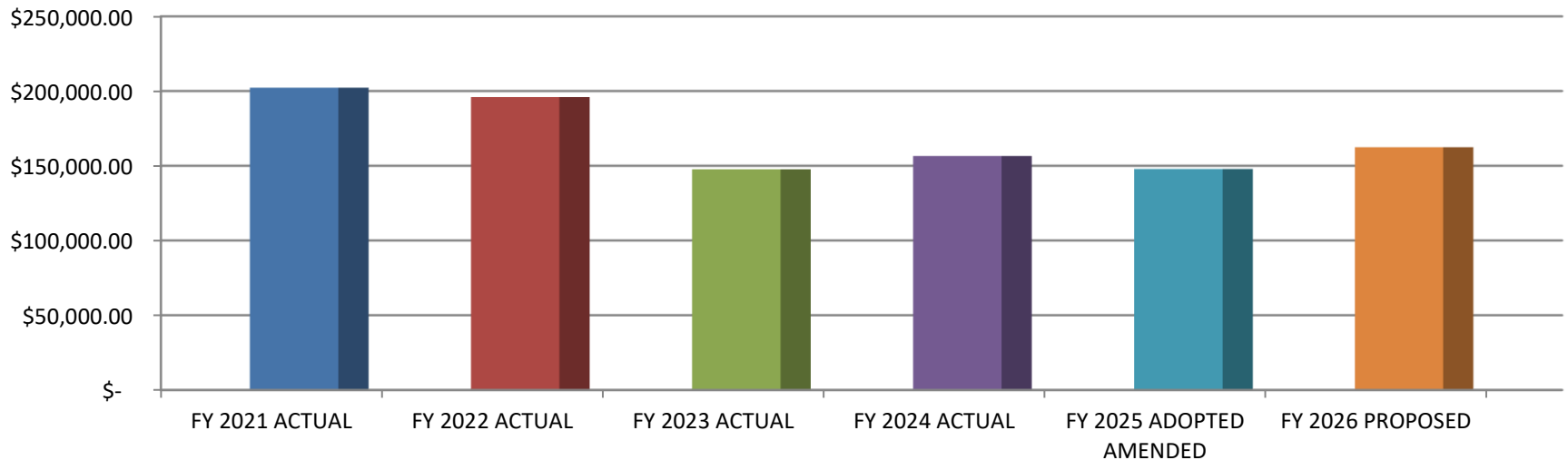
FY 2025 Expenditure Summary: \$1,991,215
Inclusive of \$50,000 Transfer to the Reserve Fund



CONCORD STATION

Finance & Administrative: \$162,409

Finance and Administrative



FINANCE & ADMINISTRATIVE – 8%
INCREASE OF \$14,554

Budget Highlights Administrative:

District Manager - Decrease - \$1,250 - lower
Anchor Stone Contract

Auditing Services - Increase - \$500 - Confirmed
increase with independent auditor

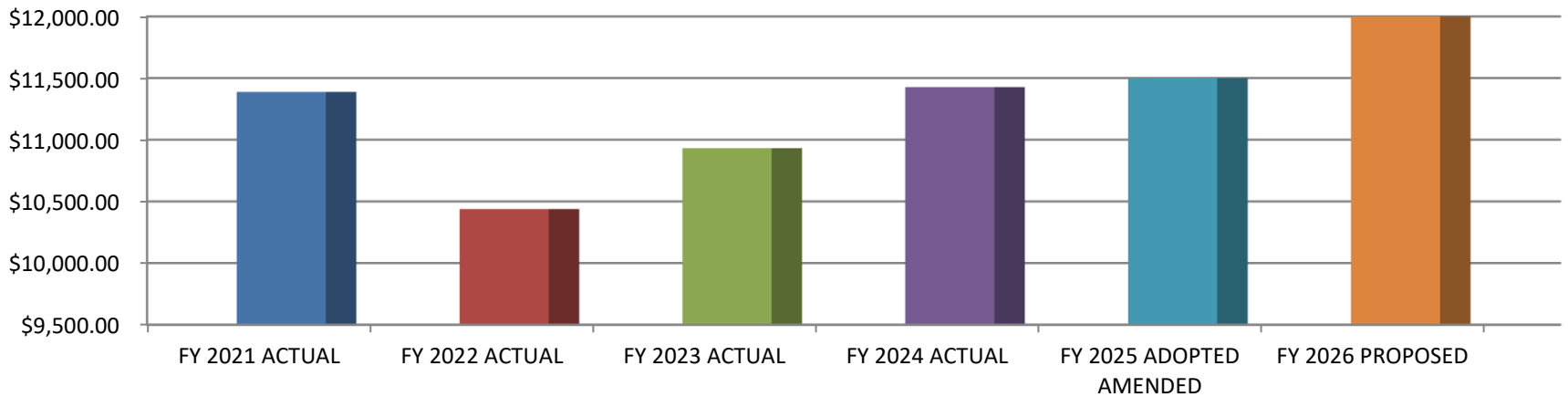
Public Officials Insurance Increase \$304 –
Confirmed increase with insurance agent EGIS

District Counsel Increase of \$15,000 due to new
Counsel to handle additional matters

CONCORD STATION

DEBT ADMINISTRATION : \$12,000

Debt Administration



DEBT ADMINISTRATION – 0.60% INCREASE OF \$500

Budget Highlights Debt Administration:

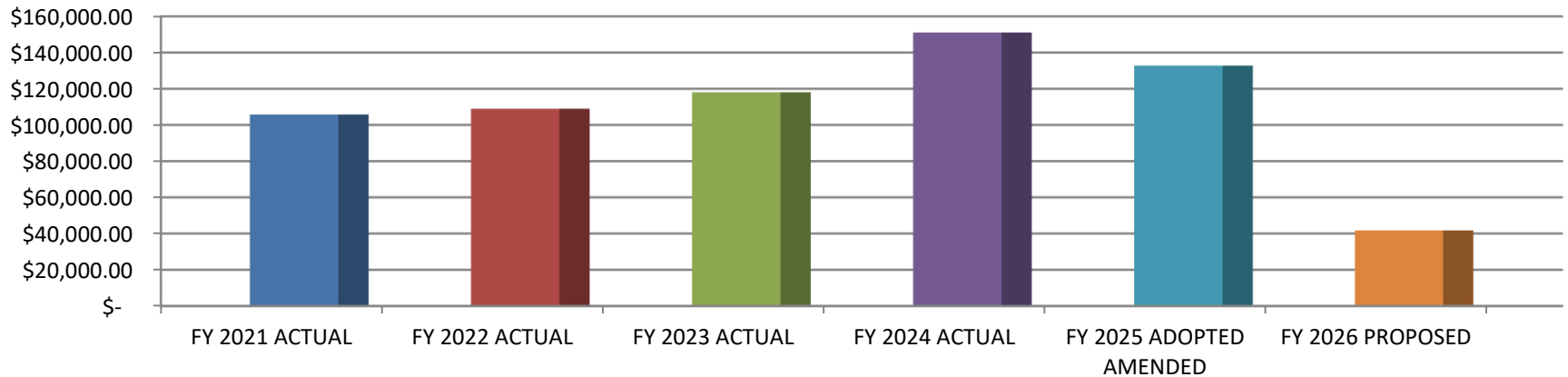
Trustee Fees – Increase of \$500.

Confirmed with the Trustee

CONCORD STATION

LAW ENFORCEMENT/SECURITY - \$ 41,760

Law Enforcement/Security



LAW ENFORCEMENT/SECURITY– 2.09% DECREASE OF \$91,042

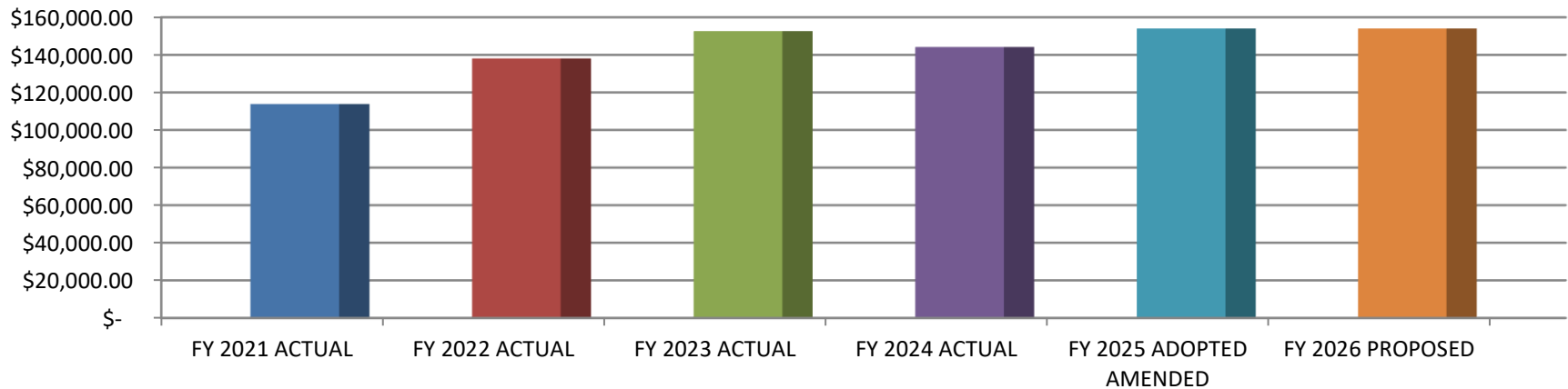
- Budget Highlights Law Enforcement/Security

Decrease of \$91,042 due to Board Decision to move away from the Full Time Sheriff On Sight

CONCORD STATION

ELECTRIC UTILITY SERVICE - \$154,000

Electric Utility Service



ELECTRIC UTILITY SERVICE – 7.7% NO CHANGE FROM FY 2025

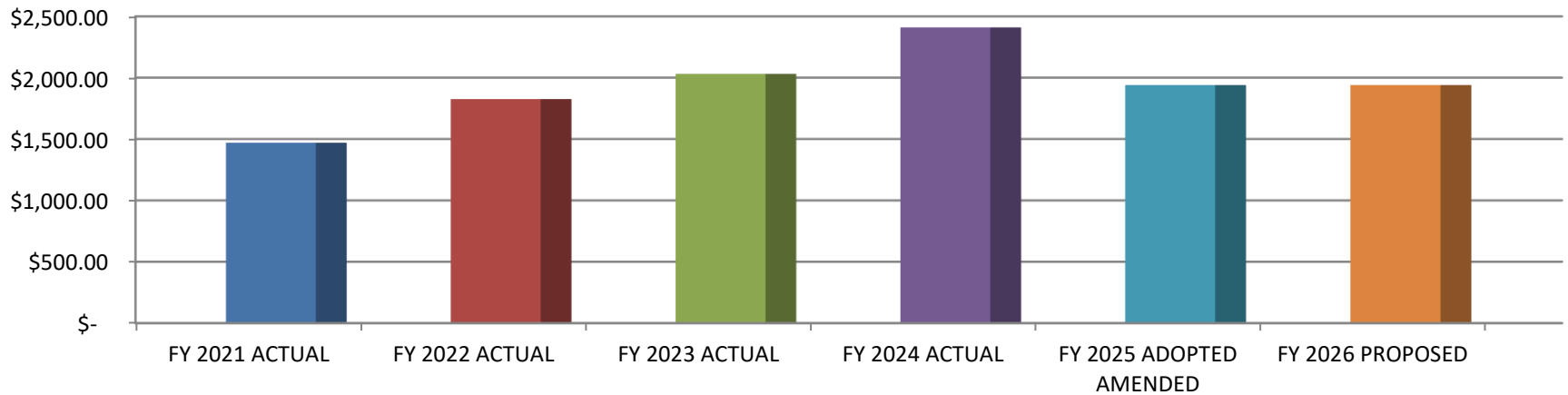
Budget Highlights Law Utility Service:

NO CHANGE

CONCORD STATION

GARBAGE & SOLID WASTE - \$1,940

Garbage/Solid Waste Control



GARBAGE & SOLID WASTE- 0.097%

NO CHANGE FROM FY 2025

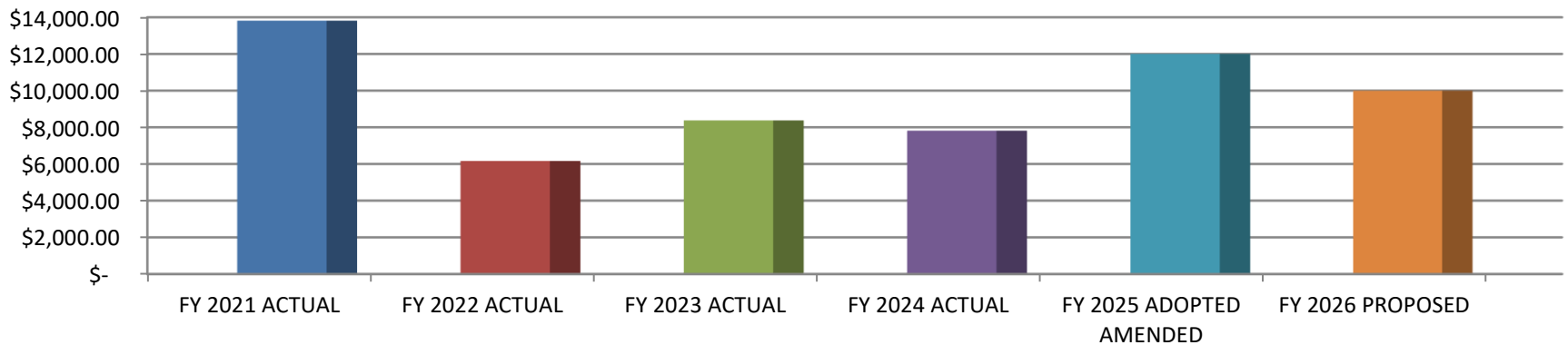
- Budget Highlights Solid Waste

NO CHANGE

CONCORD STATION

WATER & SEWER COMBINATION SERVICES - \$10,000

Water-Sewer Combination

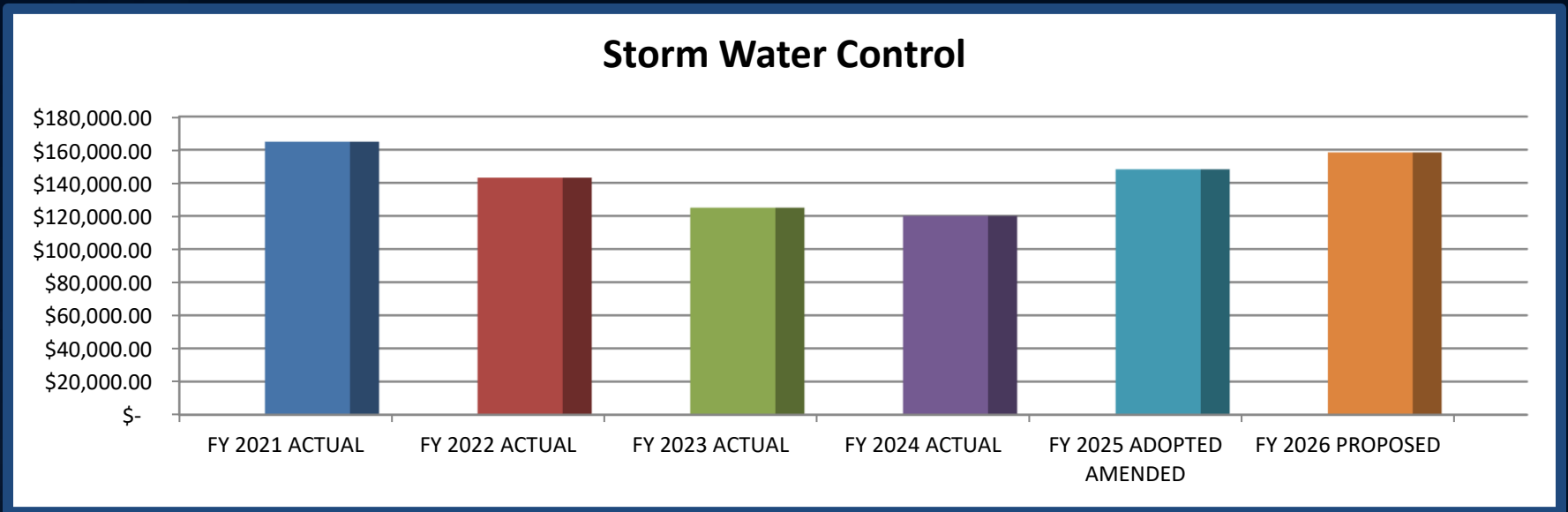


WATER-SEWER SERVICE .502% DECREASE OF \$2,000

- Budget Highlights Water Sewer Service
- Decrease of \$2,000 based on historical use

CONCORD STATION

STORMWATER CONTROL - \$158,337



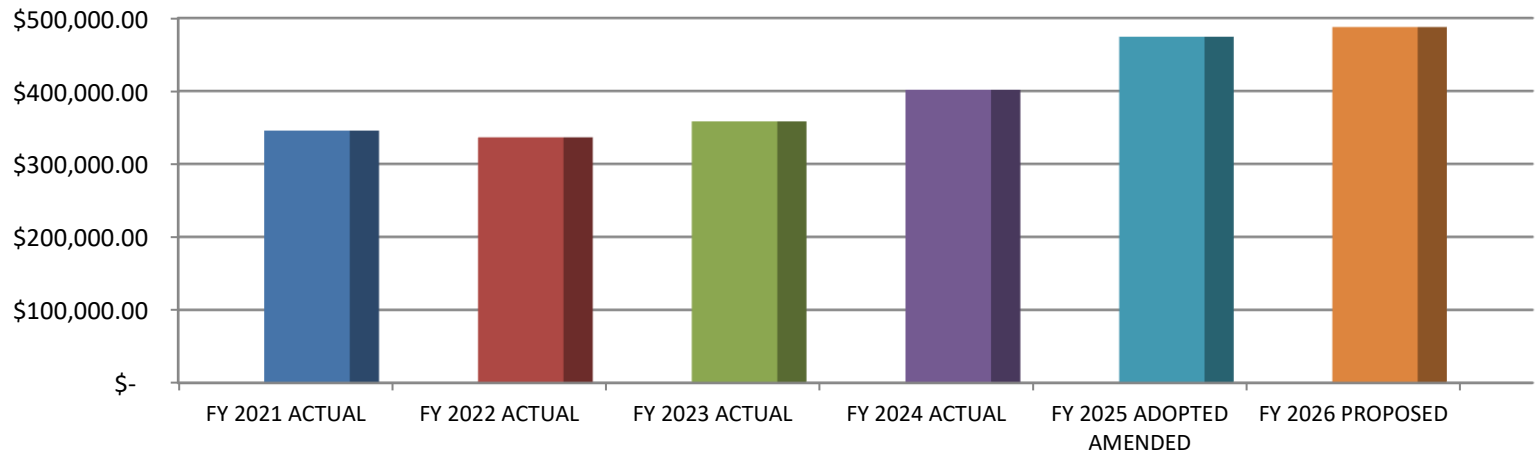
STORMWATER CONTROL – 8% INCREASE OF \$10,161

- Budget Highlights Stormwater Control
- Aquatic Maintenance : Increase of \$10,161
due to increase in overall executed contract

CONCORD STATION

OTHER PHYSICAL ENVIRONMENT - \$487,614

Other Physical Environment



OTHER PHYSICAL ENVIRONMENT – 24.49%

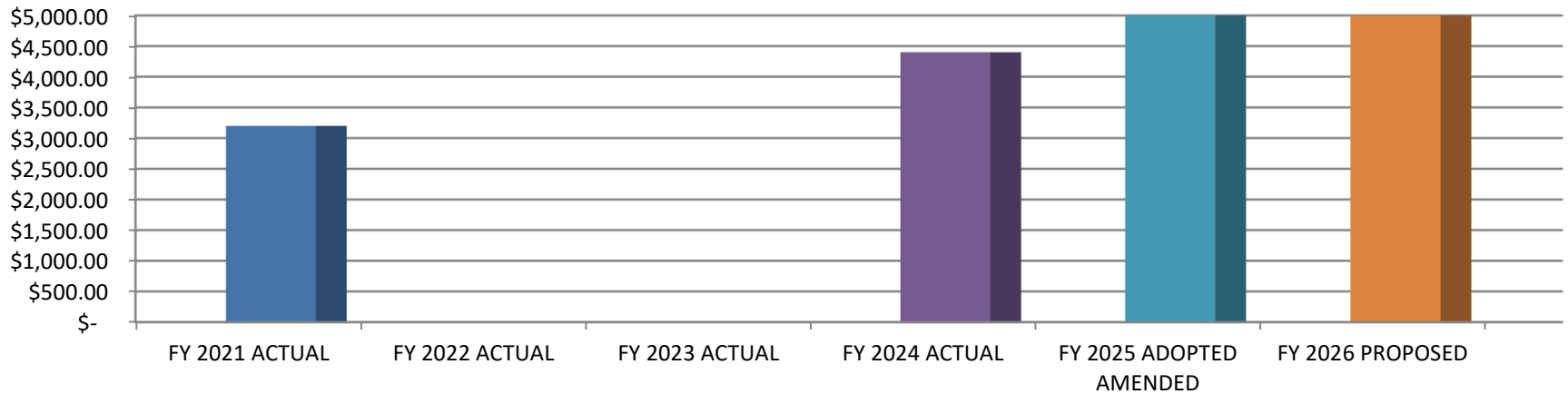
INCREASE OF \$13,279

- Budget Highlights Other Physical Environment
- Property Insurance – Increase of \$4,800 as confirmed with insurance carrier
- General Liability Insurance - Increase of \$927 as confirmed with insurance carrier
- Landscape Maintenance – Increase of \$11,310 in accordance with contract terms
- Landscape Fertilizer - Decrease of \$800 in accordance with the contract
- Fire Ant Treatment – Decrease of \$5,100 due to historical usage
- Holiday Decorations – Increase of \$23,280 due to the District purchasing a 1x expenditure for permanent track lighting
- Landscape Pest/OTC Injections – Increase of \$6,500 to account for OTC injections of District palms
- Landscape Mulch – Decrease of \$12,738 for 650 CY for only 1x annual replacement
- Landscape Annuals – Decrease of \$2,900 based on contract and usage
- Landscape Other Pest Control - Decrease of \$2,000, decrease based on the historical usage
- Irrigation Repair – decrease based on major irrigation project included in the vision project for repair and remediation of the overall irrigation system

CONCORD STATION

ROAD & STREET FACILITIES - \$5,000

Road & Street Facilities



ROAD & STREET FACILITIES – 0.25% NO INCREASE FROM FY 2025

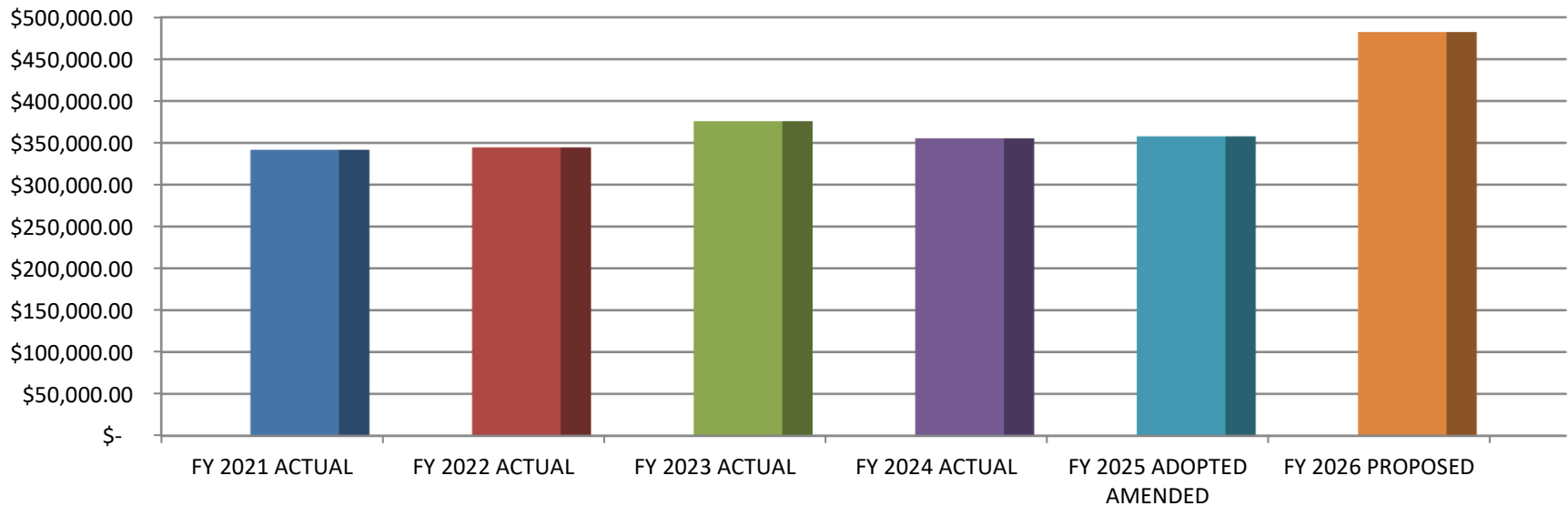
Budget Highlights Solid Waste

NO CHANGE

CONCORD STATION

PARKS & RECREATION - \$482,319

Park & Recreation



PARKS & RECREATION – 24.22%

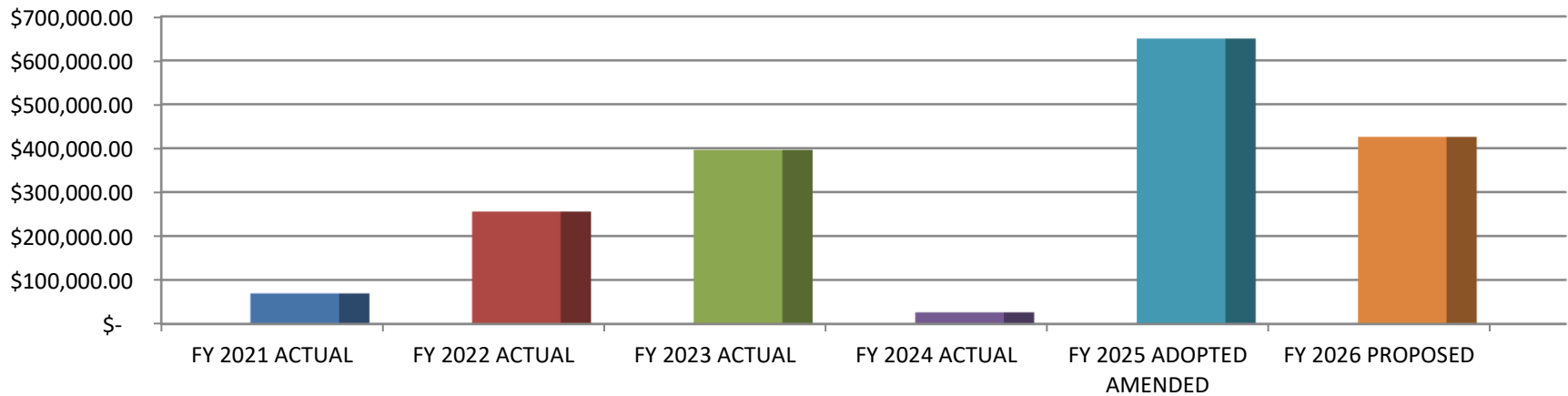
INCREASE OF \$124,644

- Budget Highlights Park & Recreation:
- Management Contract – Decrease of \$12,000 due to contract elimination of services
- Employee Services – Increase of \$127,020 due to District bringing employees direct to the District versus contracted
- Fitness Equipment & Repair - Decrease of \$12,000 due to new equipment being purchased under the vision project
- Clubhouse Janitorial Service – Increase of \$10,900 based on market value of proposals received for service
- Clubhouse Facility Janitorial Services – Decrease of \$5,000 due to supplies being requested in janitorial contract
- Security System Monitoring & Maintenance – Increase of \$8,724 for new cameras to be added in FY 2026
- Pool/WaterPark/Fountain Maintenance – Increase of \$3,000 to address infrastructure remediation on these items
- Dog Waste Station Supplies - Increase of \$4,000 to install and maintain additional dog waste station

CONCORD STATION

SPECIAL EVENTS & CONTINGENCY: \$425,836

Special Events & Contingency



SPECIAL EVENTS & CONTINGENCY - 21.38%

DECREASE OF \$223,728

Budget Highlights Special Events & Contingency:

Clubhouse Special Events – Decrease of \$10,000 to reduce based on average historical expenditure for planned events

Miscellaneous Contingency – Decrease of \$250,000 due to amounts expended for vision projects in FY 2025, any amounts remaining at the EOY will be carried forward into FY 2026 via budget amendment

Pond Erosion – Increase of \$36.272 to address erosion projects advanced by District Engineer

TRANSFER TO RESERVES – 2.511%

- The audit combines the general fund and the reserve fund
- The reserve fund does not qualify as a stand alone fund under GASB
- Increase of \$50,000 for FY 2026

QUESTIONS/COMMENTS

CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2026
PROPOSED ANNUAL BUDGET

CONCORD STATION
COMMUNITY DEVELOPMENT DISTRICT



STATEMENT 1
CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT
FY 2026 PROPOSED BUDGET GENERAL FUND (O&M)

	FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 ADOPTED AMENDED	FY 2025 ACTUAL 03.31.2025	FY 2026 PROPOSED	VARIANCE 2025 to 2026
5 REVENUES								
6 INTEREST INCOME								
7 INTEREST EARNINGS-GF	434	3,653	34,806	56,081	-	52,134	-	-
8 INTEREST INCOME Total	434	3,653	34,806	56,081	-	52,134	-	-
9 SPECIAL ASSESSMENTS								
10 TAX ROLL	1,377,642	1,374,032	1,576,172	1,713,921	1,694,847	1,719,542	1,694,847	-
11 TAX ROLL FOR TRANSFER TO RESERVE FUND	-	-	-	-	50,000	-	50,000	-
12 SPECIAL ASSESSMENTS Total	1,377,642	1,374,032	1,576,172	1,713,921	1,744,847	1,719,542	1,744,847	-
13 PRIOR YEAR BALANCE								
14 FUND BALANCE - CAPITAL PROJECTS TO MISCELLANEOUS CONTINGENCY	-	-	-	-	400,000	-	150,000	(250,000)
15 FUND BALANCE FORWARD - UNASSIGNED	-	-	-	-	-	-	96,368	96,368
16 PRIOR YEAR BALANCE Total	-	-	-	-	400,000	-	246,368	(153,632)
17 OTHER MISC. REVENUES								
18 INSURANCE PROCEEDS	30,456	-	8,269	-	-	-	-	-
19 CLUB HOUSE RENTALS	6,879	12,495	14,243	8,435	-	6,490	-	-
20 ROOM RENTALS	-	187	-	-	-	-	-	-
21 FEES FOR FENCE PROJECT	1,553	650	1,400	400	-	-	-	-
22 KEY/ACCESS/TRANSPONDER REVENUE	7,963	6,103	5,943	2,669	-	2,370	-	-
23 MISCELLANEOUS REVENUES	-	-	-	2,279	-	195	-	-
24 PRIOR YEAR A/P CREDITS	-	-	-	-	-	-	-	-
25 OTHER MISC. REVENUES Total	46,851	19,435	29,855	13,783	-	9,055	-	-
26 REVENUES Total	1,424,927	1,397,120	1,640,833	1,783,785	2,144,847	1,780,731	1,991,215	(153,632)
27 EXPENDITURES								
28 FINANCE AND ADMINISTRATIVE								
29 SUPERVISORS FEES	11,800	11,801	10,200	14,000	13,000	6,200	13,000	-
30 ADMINISTRATIVE SERVICES	6,560	6,560	6,822	6,076	3,000	1,500	3,000	-
31 DISTRICT MANAGEMENT	31,148	31,323	33,208	35,775	35,000	18,317	33,750	(1,250)
32 DISTRICT ENGINEER	74,686	59,545	18,529	12,600	30,000	(1,100)	30,000	-
33 ASSESSMENT ROLL	5,408	5,408	5,625	7,376	2,500	1,250	2,500	-
34 FINANCIAL & REVENUE COLLECTIONS	5,408	5,408	5,624	3,709	2,500	1,250	2,500	-
35 ACCOUNTING SERVICES	22,000	22,000	22,880	18,788	16,000	8,000	16,000	-
36 AUDITING SERVICES	4,026	4,000	4,000	7,000	5,000	-	5,500	500
37 MISCELLANEOUS MAILINGS	-	1,852	1,659	927	1,500	1,805	1,500	-
38 PUBLIC OFFICIALS LIABILITY INSURANCE	2,502	2,627	2,824	3,737	3,215	3,215	3,519	304
39 BANK FEES	535	540	1,138	1,364	800	556	800	-
40 DUES, LICENSES & FEES	275	175	425	1,797	175	254	175	-
41 LEGAL ADVERTISING	946	1,136	2,483	600	1,500	686	1,500	-
42 TAX COLLECTOR/ PROPERTY APPRAISER FEES	150	150	150	150	150	150	150	-
43 ADA WEBSITE COMPLIANCE	1,538	1,538	1,515	1,515	2,015	1,515	2,015	-
44 WEBSITE FEES & FOR REMEDIATION	2,600	2,100	2,100	773	1,500	250	1,500	-
45 DISTRICT COUNSEL	32,643	39,793	28,494	40,311	30,000	20,550	45,000	15,000
46 FINANCE AND ADMINISTRATIVE Total	202,225	195,956	147,676	156,498	147,855	64,398	162,409	14,554

		FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 ADOPTED AMENDED	FY 2025 ACTUAL 03.31.2025	FY 2026 PROPOSED	VARIANCE 2025 to 2026
47	DEBT ADMINISTRATION								
48	DISSEMINATION AGENT	5,000	5,000	5,000	5,000	5,000	2,500	5,000	-
49	TRUSTEE FEES	5,388	4,938	5,432	5,927	6,000	5,432	6,500	500
50	ARBITRAGE REBATE CALCULATION	1,000	500	500	500	500	-	500	-
51	DEBT ADMINISTRATION Total	11,388	10,438	10,932	11,427	11,500	7,932	12,000	500
52	LAW ENFORCEMENT								
53	OFF DUTY DEPUTY	105,757	108,929	118,015	151,069	132,802	71,260	41,760	(91,042)
54	LAW ENFORCEMENT Total	105,757	108,929	118,015	151,069	132,802	71,260	41,760	(91,042)
55	ELECTRIC UTILITY SERVICES								
56	UTILITY SERVICES	7,143	12,316	12,660	13,004	16,000	7,600	16,000	-
57	UTILITY-RECREATION FACILITIES	26,689	27,808	33,958	30,210	32,000	10,758	32,000	-
58	UTILITY-STREET LIGHTS	80,012	98,000	105,997	100,972	106,000	48,813	106,000	-
59	ELECTRIC UTILITY SERVICES Total	113,844	138,124	152,615	144,186	154,000	67,171	154,000	-
60	GARBAGE/SOLID WASTE CONTROL SERVICES								
61	SOLID WASTE ASSESSMENT	757	824	1,003	902	900	1,068	900	-
62	GARBAGE-RECREATION FACILITY	713	1,002	1,028	1,508	1,040	555	1,040	-
63	GARBAGE/SOLID WASTE CONTROL SERVICES Total	1,470	1,826	2,031	2,410	1,940	1,623	1,940	-
64	WATER-SEWER COMBINATION SERVICES								
65	UTILITY RECREATION FACILITY	13,817	6,164	8,375	7,817	12,000	2,581	10,000	(2,000)
66	WATER-SEWER COMBINATION SERVICES Total	13,817	6,164	8,375	7,817	12,000	2,581	10,000	(2,000)
67	STORM WATER CONTROL								
68	PEST CONTROL	5,890	-	-	-	3,500	-	3,500	-
69	AQUATIC MAINTENANCE	81,069	74,964	74,152	92,820	110,676	55,338	120,837	10,161
70	LAKE/POND BANK MAINTENANCE & REPAIR	-	7,350	6,250	5,177	20,000	-	20,000	-
71	STORMWATER ASSESSMENTS	1,986	1,852	1,851	1,852	2,000	-	2,000	-
72	WETLAND MONITORING & MAINTENANCE	57,269	49,785	40,775	18,648	-	-	-	-
73	FOUNTAIN SERVICE REPAIR & MAINTENANCE	18,573	8,731	1,955	1,500	4,500	933	4,500	-
74	AQUATIC PLANT REPLACEMENT	-	-	-	-	2,500	-	2,500	-
75	STORMWATER SYSTEM MAINTENANCE	-	400	-	-	2,500	-	2,500	-
76	WETLAND INVASIVE AREAS MAINTENANCE	-	-	-	-	2,500	-	2,500	-
77	STORM WATER CONTROL Total	164,787	143,082	124,983	119,997	148,176	56,271	158,337	10,161
78	OTHER PHYSICAL ENVIRONMENT								
79	PROPERTY INSURANCE	13,261	15,704	18,888	28,638	32,361	34,223	37,161	4,800
80	GENERAL LIABILITY INSURANCE	2,798	2,938	3,158	3,269	3,596	3,596	4,523	927
81	ENTRY AND WALLS REPAIRS & MAINTENANCE	5,400	-	345	-	5,000	-	5,000	-
82	LANDSCAPE MAINTENANCE	228,550	228,000	251,310	257,475	253,040	131,142	264,350	11,310
83	WELL MAINTENANCE	-	-	-	-	500	-	500	-
84	LANDSCAPE- FERTILIZER	24,000	28,000	13,086	18,800	18,800	9,267	18,000	(800)
85	LANDSCAPE REPLACEMENT-PLANTS, SHRUBS, TREES	10,520	5,916	1,436	-	15,000	3,460	15,000	-
86	LANDSCAPE INSPECTION SERVICES	-	-	8,400	3,090	-	-	-	-
87	FIRE ANT TREATMENT	-	-	-	-	7,600	-	2,500	(5,100)
88	HOLIDAY DECORATIONS	12,875	26,700	17,800	20,763	35,000	-	58,280	23,280
89	LANDSCAPE- PEST CONTROL/OTC INJECTIONS	-	2,100	-	2,000	2,400	-	8,900	6,500
90	LANDSCAPE- MULCH	24,000	-	24,750	-	45,238	34,375	32,500	(12,738)
91	LANDSCAPE ANNUALS	-	-	-	6,420	8,800	6,105	5,900	(2,900)
92	LANDSCAPE- OTHER PEST CONTROL	-	-	-	-	2,000	1,817	-	(2,000)

		FY 2021 ACTUAL	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 ADOPTED AMENDED	FY 2025 ACTUAL 03.31.2025	FY 2026 PROPOSED	VARIANCE 2025 to 2026
93	FIELD SERVICES	8,400	8,400	-	-	-	-	-	-
94	IRRIGATION REPAIR	3,406	5,918	6,859	46,428	30,000	2,196	20,000	(10,000)
95	RUST PREVENTION	12,420	12,820	12,335	14,755	15,000	6,810	15,000	-
96	OTHER PHYSICAL ENVIRONMENT Total	345,630	336,496	358,367	401,638	474,335	232,991	487,614	13,279
97	ROAD & STREET FACILITIES								
98	ROADWAY REPAIR & MAINTENANCE	3,200	-	-	4,400	5,000	-	5,000	-
99	ROAD & STREET FACILITIES Total	3,200	-	-	4,400	5,000	-	5,000	-
100	PARK & RECREATION								
101	MANAGEMENT CONTRACT	182,172	13,189	13,314	9,830	12,000	3,000	-	(12,000)
102	CONTRACTED EMPLOYEE SALARIES	-	200,473	246,239	220,099	205,000	101,628	332,020	127,020
103	OPERATIONS MAINTENANCE & REPAIR	26,053	26,971	19,670	24,489	27,000	6,295	27,000	-
104	GATE MAINTENANCE & REPAIRS	-	240	-	29,778	1,000	1,938	1,000	-
105	COMPUTER SUPPORT MAINTENANCE & REPAIRS	151	2,376	144	460	2,000	627	2,000	-
106	FITNESS EQUIPMENT MAINTENANCE & REPAIRS	1,026	3,575	2,448	1,106	17,000	738	5,000	(12,000)
107	FITNESS EQUIPMENT LEASE PAYMENT	16,860	-	-	-	-	-	-	-
108	CLUBHOUSE- FACILITY JANITORIAL SERVICE	2,500	6,889	9,600	11,989	9,600	9,092	20,500	10,900
109	CLUBHOUSE- FACILITY JANITORIAL SUPPLIES	8,741	8,732	9,657	-	10,000	896	5,000	(5,000)
110	CLUBHOUSE-LANDSCAPE MAINTENANCE	13,200	13,200	12,375	-	-	-	-	-
111	POOL SERVICE CONTRACT	23,650	22,780	26,700	27,600	27,600	13,800	27,600	-
112	SECURITY SYSTEM MONITORING & MAINTENANCE	7,918	2,439	10,358	2,533	3,000	6,410	11,724	8,724
113	FACILITY A/C & HEATING MAINTENANCE & REPAIRS	1,208	3,202	-	1,134	5,000	-	5,000	-
114	FURNITURE REPAIR/REPLACEMENT	15,140	6,777	3,428	669	7,000	-	7,000	-
115	POOL PERMITS	425	425	475	425	425	-	425	-
116	PLAY GROUND EQUIPMENT MAINTENANCE & REPAIRS	695	4,478	1,272	1,395	2,500	481	2,500	-
117	VEHICLE MAINTENANCE	325	1,021	482	241	750	181	750	-
118	TELEPHONE, FAX & INTERNET	7,649	7,212	6,556	7,869	9,000	4,329	9,000	-
119	ATHLETIC/PARK COURT/FOUNTAIN MAINTENANCE	17,033	-	1,295	-	2,500	196	2,500	-
120	POOL/WATERPARK/FOUNTAIN MAINTENANCE	807	7,314	1,796	6,920	3,000	5,911	6,000	3,000
121	PEST CONTROL & TERMITE BOND	1,470	400	607	620	1,300	312	1,300	-
122	OFFICE SUPPLIES	2,969	1,799	3,928	2,656	3,500	525	3,500	-
123	WILD LIFE MANAGEMENT SERVICES	6,600	1,650	-	58	2,500	-	2,500	-
124	DOG WASTE STATION SUPPLIES	5,150	9,397	5,447	5,447	6,000	6,157	10,000	4,000
125	PARK & RECREATION Total	341,742	344,539	375,791	355,318	357,675	162,516	482,319	124,644
126	SPECIAL EVENTS & CONTINGENCY								
127	CLUBHOUSE-SPECIAL EVENTS	8,725	18,404	24,233	17,940	35,000	8,400	25,000	(10,000)
128	MISCELLANEOUS CONTINGENCY	14,554	48,327	56,878	8,366	500,000	5,198	250,000	(250,000)
129	CAPITAL OUTLAY - POND EROSION IN FY 25	46,148	188,873	315,001	-	114,564	-	150,836	36,272
130	SPECIAL EVENTS & CONTINGENCY Total	69,427	255,604	396,112	26,306	649,564	13,598	425,836	(223,728)
131	TOTAL EXPENDITURES BEFORE OTHER FINANCING	1,373,287	1,541,158	1,694,897	1,381,066	2,094,847	680,341	1,941,215	(153,632)
132	ADDITIONAL SOURCES/(USES) OF FUNDS								
133	OTHER FINANCING								
134	INTERFUND TRANSFER TO CAPITAL RESERVE FUND	-	-	-	-	50,000	50,000	50,000	-
135	OTHER FINANCING Total	-	-	-	-	50,000	50,000	50,000	-
136	EXPENDITURES Total	1,373,287	1,541,158	1,694,897	1,381,066	2,144,847	730,341	1,991,215	(153,632)

STATEMENT 2
CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT
FY 2026 PROPOSED BUDGET - RESERVES ALLOCATION

	FY 2023 ACTUAL	FY 2024 ACTUAL	FY 2025 ADOPTED	FY 2026 PROPOSED	VARIANCE
REVENUES					
INTEREST	9,768	19,146	-	-	-
SPECIAL ASSESSMENTS	20,000	50,000	-	-	-
REVENUES Total	29,768	69,146	-	-	-
EXPENDITURES					
CAPITAL RESERVES	3,548	7,250	-	-	-
INCREASE IN FUND BALANCE	-	-	-	-	-
EXPENDITURES Total	3,548	7,250	-	-	-
EXCESS OF REVENUES OVER/(UNDER) EXPENDITURES	26,220	61,896	-	-	-
OTHER FINANCING SOURCES & USES					
TRANSFER IN - GENERAL FUND	26,220	-	50,000	50,000	-
OTHER FINANCING SOURCES & USES Total	26,220	-	50,000	50,000	-
					-
FUND BALANCES					
FUND BALANCE BEGINNING	597,740	623,960	685,856	735,856	
INCREASE INF FUND BALANCE	26,220	61,896	50,000	50,000	-
FUND BALANCES Total	623,960	685,856	735,856	785,856	-

AVAILABLE FOR USE

Well Pumps	13,665	
Pool Pumps	16,819	
Basketball - Color Coat	6,161	
Basketball Fencing	13,908	
Tennis Court Color Coat and Crack Seal	17,219	
Trash Cans	2,523	
Park Benches	2,102	
Picnic Tables	3,154	
Clock Tower Paint	-	2,156
Cardio Equioment		87,302
Pool Furntiure		58,201
Pool Fence to Basketball Court		3,341
	75,551	151,000

STATEMENT 3

CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT

FY 2026 PROPOSED BUDGET - ASSESSMENT ALLOCATION

1. EAU ASSIGNMENT

Lot Type/Size	Assigned EAU	Total Units	Total EAU
Single Family 40'	1.00	289	289.00
Single Family 50'	1.00	822	822.00
Single Family 50' Prepaid	1.00	1	1.00
Single Family 65'	1.00	404	404.00
Total		1516	1,516.00

[A]

2. O&M BUDGET & TOTAL ASSESSMENT

Total O&M Expenditures- Less Interest & Miscellaneous & Balance Forward 1,694,847 from STMT 1

Total Reserves Allocation 50,000 Reserves

Grand Total Expenditures & Reserves, net 1,744,847

Plus: Early Payment Discount (4%) 74,249

Plus: County Collection Fees (2%) 37,124

Total Assessment, gross 1,856,220 [B]

3. O&M ASSESSMENT PER EAU

Total Assessment, gross 1,856,220 [B]

Total EAU 1,516.00 [A]

O&M Assessment per EAU, gross 1,224.42 [B] / [A]

4. O&M ASSESSMENT ALLOCATION 2026

Lot Type/Size	Assigned EAU	O&M Assmt per Unit, gross	Total Units	Total O&M Assmt, gross
Single Family 40'	1.00	\$1,224.42	289	\$353,857.28
Single Family 50'	1.00	\$1,224.42	822	\$1,006,472.96
Single Family 50' Prepaid	1.00	\$1,224.42	1	\$1,224.42
Single Family 65'	1.00	\$1,224.42	404	\$494,665.54
Total			1,516	\$1,856,220.21

5. CHANGE IN O&M ASSESSMENTS, FY 2025 VS FY 2026

Lot Type/Size	FY25 per Unit, gross	FY26 per Unit, gross	\$ Change	% Change	Mo Change
Single Family 40'	\$1,224.42	\$1,224.42	\$0.00	0.00%	\$0.00
Single Family 50'	\$1,224.42	\$1,224.42	\$0.00	0.00%	\$0.00
Single Family 50' Prepaid	\$1,224.42	\$1,224.42	\$0.00	0.00%	\$0.00
Single Family 65'	\$1,224.42	\$1,224.42	\$0.00	0.00%	\$0.00

STATEMENT 4

CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT

BUDGET DESCRIPTIONS / CONTRACTS SUMMARY

	DESCRIPTION	AMOUNT
27	EXPENDITURES	
28	FINANCE AND ADMINISTRATIVE	
29	SUPERVISORS FEES	
	Compensation paid to elected members of the CDD Board of Supervisors for attending officially scheduled meetings, as authorized by Florida Statutes.	13,000
30	ADMINISTRATIVE SERVICES	
	Costs associated with providing administrative support to the District, including preparation of meeting agendas, minutes, correspondence, and records management.	3,000
31	DISTRICT MANAGEMENT	
	Professional management services provided by a licensed firm responsible for overseeing the District's day-to-day operations, vendor coordination, board support, and statutory compliance.	33,750
32	DISTRICT ENGINEER	
	Fees for the District's consulting engineer who provides technical services including infrastructure inspections, preparation of bid specifications, project oversight, and compliance with regulatory requirements.	30,000
33	ASSESSMENT ROLL	
	Expenses related to the preparation and certification of the annual assessment roll, which determines each property owner's share of the District's operating and debt service costs.	2,500
34	FINANCIAL & REVENUE COLLECTIONS	
	Costs incurred for the administration and collection of assessments, including coordination with the county tax collector and monitoring of payments.	2,500
35	ACCOUNTING SERVICES	
	Charges for preparing the District's financial statements, general ledger maintenance, accounts payable processing, and financial reporting in accordance with governmental standards.	16,000
36	AUDITING SERVICES	
	Professional fees for the annual independent audit of the District's financial records, as required by Florida Statutes.	5,500
37	MISCELLANEOUS MAILINGS	
	Postage and material costs for District-wide mailings such as public hearing notices, budget summaries, meeting announcements, and regulatory correspondence.	1,500
38	PUBLIC OFFICIALS LIABILITY INSURANCE	
	Insurance coverage protecting the District and its Board members from claims arising from alleged wrongful acts while performing their official duties.	3,519

	DESCRIPTION	AMOUNT
39	BANK FEES	
	Charges incurred for banking services, including account maintenance, check processing, wire transfers, and other financial transactions related to District operations.	800
40	DUES, LICENSES & FEES	
	Annual fees required for the District to remain in good standing with state and regulatory entities, including Florida Department of Economic Opportunity (DEO) and other applicable agencies.	175
41	LEGAL ADVERTISING	
	Costs for publishing statutorily required public notices in a local newspaper, such as budget hearings, meeting schedules, and rule adoptions, in compliance with Florida law.	1,500
42	TAX COLLECTOR/ PROPERTY APPRAISER FEES	
	Fees paid to the County Tax Collector and Property Appraiser for the administration, collection, and distribution of non-ad valorem special assessments on the tax roll.	150
43	ADA WEBSITE COMPLIANCE	
	Costs associated with ensuring the District's website is accessible to individuals with disabilities, in accordance with the Americans with Disabilities Act (ADA), including platform support and accessibility scanning.	2,015
44	WEBSITE FEES & FOR REMEDIATION	
	Expenses for hosting, maintaining, and updating the District's official website, as well as remediating documents to ensure ongoing ADA compliance.	1,500
45	DISTRICT COUNSEL	
	Legal services provided by the District's attorney, including contract reviews, legal guidance to the Board, and representation in matters related to governance and operations.	45,000
46	FINANCE AND ADMINISTRATIVE Total	162,409
47	DEBT ADMINISTRATION	
48	DISSEMINATION AGENT	
	Fees paid to a designated agent responsible for submitting the District's financial and operating disclosures to bondholders and regulatory agencies, as required by continuing disclosure agreements.	5,000
49	TRUSTEE FEES	
	Annual fees paid to the bond trustee (usually a bank or financial institution) for administering the District's bond accounts, processing debt service payments, and maintaining compliance with trust indenture provisions.	6,500
50	ARBITRAGE REBATE CALCULATION	
	Professional services for calculating arbitrage liability on tax-exempt bonds to ensure the District remains compliant with IRS regulations and avoids penalties.	500
51	DEBT ADMINISTRATION Total	12,000
52	LAW ENFORCEMENT	
53	OFF DUTY DEPUTY	
	Costs associated with hiring local law enforcement officers to provide supplemental security patrols and community presence during peak hours or special events and serve in the off duty capacity	41,760
54	LAW ENFORCEMENT Total	41,760

	DESCRIPTION	AMOUNT
55	ELECTRIC UTILITY SERVICES	
56	UTILITY SERVICES Expenses for electric, water, and other utility services required for the general operation of District infrastructure and common areas.	16,000
57	UTILITY-RECREATION FACILITIES Utility charges specifically related to the operation of recreation amenities such as clubhouses, pools, and sports courts.	32,000
58	UTILITY-STREET LIGHTS Electric service fees for streetlights throughout the District to ensure roadway and pedestrian safety.	106,000
59	ELECTRIC UTILITY SERVICES Total	154,000
60	GARBAGE/SOLID WASTE CONTROL SERVICES	
61	SOLID WASTE ASSESSMENT Annual assessment levied by the local government for solid waste and recycling services within the District.	900
62	GARBAGE-RECREATION FACILITY Trash collection services dedicated to recreation facilities, including the clubhouse, pools, and parks.	1,040
63	GARBAGE/SOLID WASTE CONTROL SERVICES Total	1,940
64	WATER-SEWER COMBINATION SERVICES	
65	UTILITY RECREATION FACILITY Water and electric utilities needed for the continuous operation and upkeep of the District's recreational facilities.	10,000
66	WATER-SEWER COMBINATION SERVICES Total	10,000
67	STORM WATER CONTROL	
68	PEST CONTROL Routine pest control services for District-owned properties and amenities to mitigate insects, rodents, and other nuisances.	3,500
69	AQUATIC MAINTENANCE Ongoing maintenance and treatment of community lakes and ponds to control algae, maintain water quality, and preserve aquatic health. Contract auto renews on March 31 of each year and provides for a 6% escalation in the annual contract price each year. Base contract as of March 31, 2024 was \$110,676	120,837
70	LAKE/POND BANK MAINTENANCE & REPAIR Repairs and restoration of lake and pond banks due to erosion or storm damage, ensuring structural integrity and aesthetic appeal.	20,000
71	STORMWATER ASSESSMENTS Annual charges assessed by the local government for stormwater management services, including drainage and runoff control.	2,000
72	WETLAND MONITORING & MAINTENANCE Professional monitoring and upkeep of the District's designated wetland areas to ensure environmental compliance and ecological health.	-
73	FOUNTAIN SERVICE REPAIR & MAINTENANCE Routine service, maintenance, and repairs of decorative and aeration fountains located in lakes, ponds, or common areas.	4,500
74	AQUATIC PLANT REPLACEMENT Costs related to replacing aquatic vegetation to support shoreline stabilization, enhance aesthetics, and improve water quality.	2,500

	DESCRIPTION	AMOUNT
	STORMWATER SYSTEM MAINTENANCE	
	Maintenance activities such as cleaning, inspection, and repair of stormwater drainage systems, pipes, and control structures.	2,500
76	WETLAND INVASIVE AREAS MAINTENANCE	
	Specialized maintenance of wetland areas to control and remove invasive plant species that threaten native ecosystems.	2,500
77	STORM WATER CONTROL Total	158,337
78	OTHER PHYSICAL ENVIRONMENT	
79	PROPERTY INSURANCE	
	Premiums for property insurance coverage on District-owned facilities and assets, protecting against damage or loss due to fire, weather, or vandalism.	37,161
80	GENERAL LIABILITY INSURANCE	
	Premiums for general liability insurance to protect the District against claims of bodily injury, property damage, or personal injury occurring on District property.	4,523
81	ENTRY AND WALLS REPAIRS & MAINTENANCE	
	Repair and upkeep of community entrance features, perimeter walls, and signage to preserve appearance and structural condition.	5,000
82	LANDSCAPE MAINTENANCE	
	Ongoing landscaping services including mowing, trimming, fertilization, and plant bed maintenance throughout District common areas.	264,350
83	WELL MAINTENANCE	
	Routine maintenance and repairs for irrigation wells that support the District's landscape and common area irrigation systems.	500
84	LANDSCAPE- FERTILIZER	
	Application of fertilizers to turf and plant beds to promote healthy growth and maintain attractive landscaping throughout the District.	18,000
85	LANDSCAPE REPLACEMENT-PLANTS, SHRUBS, TREES	
	Replacement of damaged, diseased, or aging plants, shrubs, and trees within common areas and along community roadways.	15,000
86	LANDSCAPE INSPECTION SERVICES	
	Third-party inspections and reporting to ensure the landscape contractor is meeting performance standards and maintenance expectations.	-
87	FIRE ANT TREATMENT	
	Treatment and control of fire ant infestations within common areas, parks, and recreational spaces to protect residents and property.	2,500
88	HOLIDAY DECORATIONS	
	Purchase, installation, and removal of holiday lights and decorations at community entrances and designated common areas.	58,280
89	LANDSCAPE- PEST CONTROL/OTC INJECTIONS	
	Specialized treatments, including over-the-counter (OTC) injections, to prevent or eliminate pests and diseases affecting high-value landscape elements. Pest control is at \$6,900 and OTC injections are at \$2,000 for 20 palm trees	8,900
90	LANDSCAPE- MULCH	
	Periodic application of mulch to plant beds for weed control, moisture retention, and enhancement of community aesthetics. Contract considers 650 cy large pine bark mulch to be installed at \$50 per cy . The Board will be advancing with the small chocolate mulch	32,500

	DESCRIPTION	AMOUNT
91	LANDSCAPE ANNUALS	
	Installation and seasonal replacement of flowering annual plants in high-visibility locations such as entrances and amenity centers. Contractor shall install 500 (4") annuals up to 4 times per year	5,900
91	LANDSCAPE- PEST CONTROL	
	Targeted pest control treatments for landscaped areas to prevent damage from insects and other harmful organisms not accounted for in other expenditure lines	-
94	IRRIGATION REPAIR	
	Costs for the repair and replacement of irrigation system components, including valves, pumps, sprinkler heads, and controllers.	20,000
95	RUST PREVENTION	
	Treatment systems and products used to prevent rust staining on buildings, sidewalks, and landscape features caused by irrigation using well water.	15,000
96	OTHER PHYSICAL ENVIRONMENT Total	487,614
97	ROAD & STREET FACILITIES	
98	ROADWAY REPAIR & MAINTENANCE	
	Expenses for the repair and upkeep of community roadways, including asphalt patching, signage, striping, and minor resurfacing work.	5,000
99	ROAD & STREET FACILITIES Total	5,000
100	PARK & RECREATION	
101	MANAGEMENT CONTRACT	
	Payment for professional management services provided under contract to oversee the District's operations, vendors, compliance, and Board support.	-
102	CONTRACTED EMPLOYEE SALARIES	
	Salaries and wages for on-site employees such as full time general manager, assistant general manager, maintenance, and part time concierge at 20 hours per week and all applicable taxes as well as \$350 per mnth for health insurance stipend for the full time team. Amount also	
###	includes an amount for 2 pat time individual at an annual rate of \$38,595 for 37 hours weekly	332,020
103	OPERATIONS MAINTENANCE & REPAIR	
	General repairs and upkeep of District assets and infrastructure not covered under specific line items, including minor facility and equipment fixes.	27,000
104	GATE MAINTENANCE & REPAIRS	
	Service and repair costs for mechanical gates and access control systems located at entrances or restricted areas within the community.	1,000
105	COMPUTER SUPPORT MAINTENANCE & REPAIRS	
	Technical support, maintenance, and upgrades for District-owned computer hardware, software, and IT infrastructure.	2,000
106	FITNESS EQUIPMENT MAINTENANCE & REPAIRS	
	Scheduled maintenance and repairs for fitness equipment located in the clubhouse or amenity center to ensure safety and usability.	5,000
108	CLUBHOUSE- FACILITY JANITORIAL SERVICE	
	Routine janitorial services for cleaning and sanitizing the clubhouse facilities, including restrooms, floors, and common areas.	20,500
109	CLUBHOUSE- FACILITY JANITORIAL SUPPLIES	
	Purchase of cleaning products, paper goods, and other consumables needed for janitorial staff to maintain clubhouse cleanliness and hygiene.	5,000

	DESCRIPTION	AMOUNT
111	POOL SERVICE CONTRACT Contracted services for regular cleaning, chemical balancing, and maintenance of community pools to ensure safety and regulatory compliance. Th District contracts with Suncoast for \$2,300 per month	27,600
112	SECURITY SYSTEM MONITORING & MAINTENANCE Monitoring, maintenance, and periodic updates of alarm systems, access control devices, and surveillance cameras to enhance facility security. ECS contract management for access management is \$750 per month, ADT Security is \$60.33 per month and Cintas approximates \$2,000 annually for inspection and repair	11,724
113	FACILITY A/C & HEATING MAINTENANCE & REPAIRS Scheduled service and emergency repairs for HVAC systems in District-owned facilities to ensure climate control and equipment efficiency.	5,000
114	FURNITURE REPAIR/REPLACEMENT Costs for repairing or replacing worn or damaged furniture in community amenities, including the clubhouse and common areas.	7,000
115	POOL PERMITS Permit fees required by local or state health departments for operation of public swimming pools within the District.	425
116	PLAY GROUND EQUIPMENT MAINTENANCE & REPAIRS Repairs and upkeep of playground structures, surfacing, and safety features to maintain usability and comply with safety standards.	2,500
117	VEHICLE MAINTENANCE Routine maintenance and repair costs for District-owned vehicles used by staff for community operations and inspections.	750
118	TELEPHONE, FAX & INTERNET Monthly service charges and equipment support for telephone, fax, and internet connections at District facilities and amenities. Brighthouse approximates \$750 per month	9,000
119	ATHLETIC/PARK COURT/FOUNTAIN MAINTENANCE Ongoing maintenance and minor repairs of athletic courts, parks, and decorative fountains to ensure usability and visual appeal.	2,500
120	POOL/WATERPARK/FOUNTAIN MAINTENANCE Ongoing maintenance and repair services for pools, waterparks, and fountains, including water treatment, equipment upkeep, and aesthetic enhancements.	6,000
121	PEST CONTROL & TERMITE BOND Scheduled pest control services and termite protection to safeguard District facilities and landscaped areas from infestation and structural damage.	1,300
122	OFFICE SUPPLIES Purchase of general office materials such as paper, pens, folders, and administrative supplies necessary for District operations and recordkeeping.	3,500
123	WILD LIFE MANAGEMENT SERVICES Contracted services for the humane removal, relocation, or management of wildlife that may pose safety or property concerns within the District.	2,500
124	DOG WASTE STATION SUPPLIES Expenses for purchasing and restocking dog waste bags and supplies for community dog waste stations to support cleanliness and resident compliance.	10,000
125	PARK & RECREATION Total	482,319

	DESCRIPTION	AMOUNT
126	SPECIAL EVENTS & CONTINGENCY	
127	CLUBHOUSE-SPECIAL EVENTS Funding for resident-oriented events and programs held at the clubhouse or community areas, including holiday celebrations, socials, and activities.	25,000
128	MISCELLANEOUS CONTINGENCY Unallocated reserve funds set aside to cover unforeseen or miscellaneous expenses not specifically budgeted elsewhere.	250,000
	CAPITAL OUTLAY Funds allocated for significant purchases or construction projects involving new assets or major facility improvements. Includes an amount of \$36,272 for fence	150,836
130	SPECIAL EVENTS & CONTINGENCY Total	425,836
131	TOTAL EXPENDITURES BEFORE OTHER FINANCING	1,941,215
132	ADDITIONAL SOURCES/(USES) OF FUNDS	
133	OTHER FINANCING	
134	INTERFUND TRANSFER TO CAPITAL RESERVE FUND Transfer of funds from the operating budget to the capital reserve fund to support future infrastructure replacements and large-scale repairs.	50,000
135	OTHER FINANCING Total	50,000
	ADDITIONAL SOURCES/(USES) OF FUNDS Total	50,000
136	EXPENDITURES Total	1,991,215

STATEMENT 5
CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT
CAPITAL IMPROVEMENT REVENUE AND REFUNDING BONDS, SERIES 2016
ANNUAL DEBT SERVICE REQUIREMENT

DEBT SERVICE	SERIES 2016	TOTAL FY 2026
REVENUE		
SPECIAL ASSESSMENTS - ON-ROLL, NET	\$1,831,879.68	\$1,831,879.68
TOTAL REVENUES	\$1,831,879.68	\$1,831,879.68
EXPENDITURES		
DEBT SERVICE OBLIGATION, NET	\$1,831,879.68	\$1,831,879.68
TOTAL EXPENDITURES	\$1,831,879.68	\$1,831,879.68
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

County Collection Fee and Early Payment Discount, %

6%

GROSS ASSESSMENTS

1,948,808.17

PROJECTS	VISION IDEA	LINE ITEM	FY 25 BUDGET	FY 25 ACTUAL	BURDEN	CATEGORY
POOL	Fix the doors	Furniture Repair/Replacement		-	3,000.00	Safety
OPEN SPACE/OUTDOOR AREA	Purchase of 4 black benches (2 for the Tuckerton field in Wellington and 2 for the small field in Tuckerton by pond W18)	Furniture Repair/Replacement		-	4,000.00	Quality of Life
		TOTAL	7,000.00	-	7,000.00	
CLUBHOUSE	Redesign the flower beds	Landscape Replacement Plants, Shrubs, Trees	15,000.00	3,460.00	11,540.00	Beautification
SECURITY ACCESS SYSTEM	Upgrade current system and add cameras for better coverage	Miscellaneous Contingency			23,000.00	Safety
IRRIGATION PROJECT	IRRIGATION MAINTENANCE	Miscellaneous Contingency			106,000.00	Sustainability
GYM	New elliptical machines, smoother ones	Miscellaneous Contingency			30,700.00	Quality of Life
FENCE	3-rail fence around the playground and pool - aluminum fencing is decorative and does not offer any security	Miscellaneous Contingency			20,000.00	Safety
TENNIS & BASKETBALL COURTS	Resurfacing of courts, include windscreens, nets, and painting pickleball lines	Miscellaneous Contingency			28,300.00	Safety
MONUMENTS	Monuments to be restored but not with wood	Miscellaneous Contingency			25,000.00	Beautification
CLOCK TOWER REPAIR	Repair of the Concord Station Clock Tower located on Mentmore and Sunlake	Miscellaneous Contingency			13,300.00	Safety & Quality of Life
				Total FY 25	271,840.00	

PROJECTS	VISION IDEA	LINE ITEM	FY 25 BUDGET	FY 25 ACTUAL	BURDEN	CATEGORY
SOLAR PANEL	Hide the solar panel on Tuckerton pergola	Miscellaneous Contingency			5,000.00	Beautification
FENCE	Chain-link fencing around the tennis courts and the basketball court	Miscellaneous Contingency			15,000.00	Safety
RESTRAP FURNITURE	Restrap furniture	Miscellaneous Contingency			10,000.00	Quality of Life
CLEANING WATER FOUNTAIN	Cleaning water fountain	Miscellaneous Contingency			5,500.00	Clubhouse Project
Lights	Lights for the athletic courts	Miscellaneous Contingency			30,000.00	Safety
PARKING LOT RESEAL	Parking lot asphalt - resurface or top coat	Miscellaneous Contingency			12,000.00	Safety
Marquee/Community Sign	Marquee/Community Sign	Miscellaneous Contingency			10,000.00	Safety
				<i>Total FY 26</i>	87,500.00	
			Project Total & Reminaing Balance	<i>Project Total</i>	359,340.00	40,660.00

EXHIBIT 6

[RETURN TO AGENDA](#)



-10
RESOLUTION 2025-_____

**THE ANNUAL APPROPRIATION RESOLUTION OF THE CONCORD
STATION COMMUNITY DEVELOPMENT DISTRICT RELATING TO
THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGET FOR
THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING
SEPTEMBER 30, 2026; AUTHORIZING BUDGET AMENDMENTS; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the District Manager has, prior to the fifteenth (15th) day in June, 2025, submitted to the Board of Supervisors (“**Board**”) of the Concord Station Community Development District (“**District**”) proposed budget (“**Proposed Budget**”) for the fiscal year beginning October 1, 2025 and ending September 30, 2025 (“**Fiscal Year 2026**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

WHEREAS, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least two (2) days before the public hearing; and

WHEREAS, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1st of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

WHEREAS, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

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

SECTION 1. BUDGET

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit “A,”** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes* (“**Adopted Budget**”), and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District’s Local Records Office and identified as “The Budget for the Concord Station Community Development District for the Fiscal Year Ending September 30, 2026.”
- d. The Adopted Budget shall be posted by the District Manager on the District’s official website within thirty (30) days after adoption and shall remain on the website for at least two (2) years.

SECTION 2. APPROPRIATIONS

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2026, the sum of \$ _____ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$ _____
DEBT SERVICE FUND (SERIES 2016)	\$ _____
TOTAL ALL FUNDS	\$ _____

SECTION 3. BUDGET AMENDMENTS

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2026 or within sixty (60) days following the end of the Fiscal Year 2026 may amend its Adopted Budget for that fiscal year as follows:

- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.

- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District's website within five (5) days after adoption and remain on the website for at least two (2) years.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS 14TH DAY OF AUGUST 2026.

ATTEST:

**CONCORD STATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

By: _____

Its: _____

Exhibit A: Fiscal Year 2026 Budget

EXHIBIT 7

[RETURN TO AGENDA](#)



STATEMENT 6
CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT
FISCAL YEAR 2026 PROPOSED ANNUAL BUDGET TOTAL O&M AND DS ASSESSMENTS

Lot Type/Size	O&M Total Units	O&M Assmt per Unit, Gross	DS 2016 Total Units	DS 2016 Assmt per Unit, Gross	Total per Unit, Gross
Single Family 40'	289	\$1,224.42	289	\$1,129.65	\$2,354.07
Single Family 50'	822	\$1,224.42	822	\$1,286.97	\$2,511.39
Single Family 50' Prepaid	1	\$1,224.42	1	\$501.23	\$1,725.65
Single Family 65'	404	\$1,224.42	403	\$1,402.57	\$2,626.99
Total	1516		1,515		

EXHIBIT 8

[RETURN TO AGENDA](#)



RESOLUTION 2025-__11__

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE CONCORD STATION COMMUNITY DEVELOPMENT
DISTRICT MAKING A DETERMINATION OF BENEFIT
AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL
YEAR 2026; PROVIDING FOR THE COLLECTION AND
ENFORCEMENT OF SPECIAL ASSESSMENTS;
CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR
AMENDMENTS TO THE ASSESSMENT ROLL;
PROVIDING A SEVERABILITY CLAUSE; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the Concord Station Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

WHEREAS, the District is located in Pasco County, Florida (“**County**”); and

WHEREAS, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District’s adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

WHEREAS, the Board of Supervisors (“**Board**”) of the District hereby determines to undertake various operations and maintenance and other activities described in the District’s budget (“**Adopted Budget**”) for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**Fiscal Year 2026**”), attached hereto as **Exhibit A** and incorporated by reference herein; and

WHEREAS, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

WHEREAS, the provision of such services, facilities, and operations is a benefit to lands within the District; and

WHEREAS, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

WHEREAS, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

WHEREAS, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2026; and

WHEREAS, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

WHEREAS, it is in the best interests of the District to adopt the Assessment Roll of the Concord Station Community Development District (“**Assessment Roll**”) attached to this Resolution as **Exhibit B** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

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

SECTION 1. BENEFIT & ALLOCATION FINDINGS. The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit A** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefited lands, as shown in **Exhibits A and B**, is hereby found to be fair and reasonable.

SECTION 2. ASSESSMENT IMPOSITION. Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits A and B**. The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

SECTION 3. COLLECTION. The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits A and B**. The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

SECTION 4. ASSESSMENT ROLL. The Assessment Roll, attached to this Resolution as **Exhibit B**, is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

SECTION 5. ASSESSMENT ROLL AMENDMENT. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

SECTION 6. SEVERABILITY. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

SECTION 7. EFFECTIVE DATE. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

PASSED AND ADOPTED THIS 14th DAY OF AUGUST 2025.

ATTEST:

**CONCORD STATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary / Assistant Secretary

By: _____

Its: _____

Exhibit A: Adopted Budget for Fiscal Year 2026
Exhibit B: Assessment Roll

EXHIBIT 9

[RETURN TO AGENDA](#)



CLUBHOUSE & AMENITY MANAGER MEETING INPUTS

From Concord Station Manager <concordstationmgr@gmail.com>

Date Wed 8/6/2025 9:40 AM

To Patricia Thibault <Patricia@AnchorstoneMgt.com>; Anna Lyalina <Anna@AnchorstoneMgt.com>

 1 attachment (56 KB)

Est_494_from_Suncoast_Pool_Service_4084.pdf;

Good morning, Patricia and Anna

Please include the below discussion items on the agenda for the upcoming CDD meeting for August 14, 2025.

Additionally, there is an attachment from our pool vendor for the replacement of the pool filters.

Clubhouse & Amenity Manager: Mark A. Looknanan, Jr.

1. Status discussion:
 - a. Staff updates
 - b. Concord Station CDD Employee Policy Manual/Handbook
 - c. Events
 - d. Clubhouse cleaning
 - e. Gym equipment replacement
 - f. Resurfacing of tennis/basketball courts
 - g. Monument upgrade/repair status
 - h. Installation of lighting outlining Clubhouse and monuments
 - i. Security camera update
 - j. Concord Station Tower
 - k. Waterford fountain status
 - l. New Signs
 - m. Pool status (proposal for replacement of filters)

Thank you,
Mark A. Looknanan, Jr.
Concord Station CDD
Clubhouse and Amenity Manager
concordstationmgr@gmail.com
(o) 813-909-4569
(c) 860-857-3311





Tampa International Airport
 5409 Airport Service Rd, Ste: R214
 Tampa, Florida 33607
 Office: (813) 380.2880 | Fax: (813) 430.0981
 Email: info@mg-cleaningservices.com
 Website: www.mg-cleaningservices.com

Concord Station Clubhouse

The following is our proposal for complete Janitorial Services of the areas designated below. The cleaning will take place at: **18636 Mentmore Boulevard, Land O' Lakes, FL, 34638** for the Client **Concord Station, CDD**. For the purposes of identifying parties within the context of this proposal/contract is **Concord Station** identified as "Client," and **M&G Investors, LLC. DBA: M&G Janitorial Services** will be referred to as "Contractor."

PRICING: \$1,250.00 / Monthly

Concord Station Clubhouse				AMOUNT
Two (2)- times per week: Janitorial Services				
Janitorial Services will consist of the following locations: <i>GYM CLEANING:</i> • Sweep and mop all floors, including under and around equipment. • Wipe down all gym equipment (machines, benches, weights) with disinfectants. • Disinfect all high-touch areas: door handles, railings, switches, water fountains. • Empty all trash bins and replace liners. • Clean mirrors, window, and any glass surfaces • Clean restrooms (toilets, sinks, counters)				
Clubhouse Maintenance Cleaning entails routine maintenance cleaning of the following indoor areas only: • Front Entryway: Sweep, vacuum, and mop floors; wipe down doors, windows (interior), and all touchpoint surfaces. • Back Rooms: Dust all visible surfaces, vacuum, or mop floors. • Bathrooms (2): Clean and disinfect toilets, sinks, counters, and mirrors; mop floors; restock paper goods if supplied. • Indoor Pool Room (Entry Area):				



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Sweep and mop floors; wipe down benches, doors, windows (interior side), and commonly touched surfaces. • Kitchen: Clean countertops, cabinet faces, sink, and visible surfaces; sweep and mop floors. (No appliance interiors or deep scrubbing) **Outdoor pool deck and pool equipment are not included.				
One time – Deep Cleaning:				\$1,150.00
Monthly Cleaning Services				\$1,250.00
Tax				Tax Exempt
One Time Total Amount:(Deep cleaning + 1st month)				\$2,400.00
Monthly Amount				\$1,250.00



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ACCEPTANCE

We have found the terms acceptable and herein agree with them.

M&G Janitorial Services

Max Volmar Jr

Name: Max Volmar Jr – CEO

Cell: (813) 380-2880 | Office: (813) 430-0980

Email: info@mg-cleaningservices.com

Website: www.mg-cleaningservices.com

Concord Station CDD

Concord Station, CDD

Name: Mark A. Looknanan, Jr.

Cell: (860) 857-3311

Email: seat1@concordstationcdd.com

Website: Welcome to Community Development District |

Service

We will provide service in the Facility during the times designated by Concord Station, CDD Clubhouse schedule.

LIABILITY COVERAGE

During the term of the agreement, Contractor will carry and maintain in full force insurance of the following types:

Liability Insurance, Worker's Compensation, Automobile Liability.

FALSE ALARMS, POWER FAILURES, OTHER UNUSUAL EVENTS – The Client agrees to hold Contractor harmless for any false alarms, electrical systems, computer failures, etc., caused by a member of Contractor's crew in execution of duties, if they must come in contact with any control devices that could cause such a failure.

BILLING

Billing will be submitted Net 30 days. Past due accounts more than thirty (30) days of date of invoice will be assessed, a \$25.00 administrative fee and a 1-1/2% late fee for each thirty (30) day period it is past due. All legal action required on behalf of **M&G Investors, LLC. DBA: M&G Janitorial Services.**, to collect money, equipment or supplies will be paid by the Client including but not limited to the use of a collection agent and all attorney fees based on actual cost. Venue of all legal action and discovery will be Hillsborough County, Florida. All fees are subject to applicable sales tax.

NOTES



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Valuable Items – In the event Contractor may mistakenly discard any valuable items, papers or otherwise, that may be left on the floor, in the trash or near a wastebasket or anywhere else that may be mistaken for trash, the Client agrees to hold Contractor harmless.

Our Chemicals will include neutral degreasing products.

Our Procedure: We will begin in the restrooms and wipe down all walls, partitions, sinks, urinals. We will be using strong bathroom products with antimicrobial solutions to disinfect everything. The floors of the restroom will be scrubbed with our NCL Hurricane. Then we will move into the other rooms with ceramic tiles using our auto scrubber and chemical. The process for power scrubbing:



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Suncoast Pool Service

P.O. Box 224
Elfers, FL 34680

Estimate

Date	Estimate #
7/31/2025	494

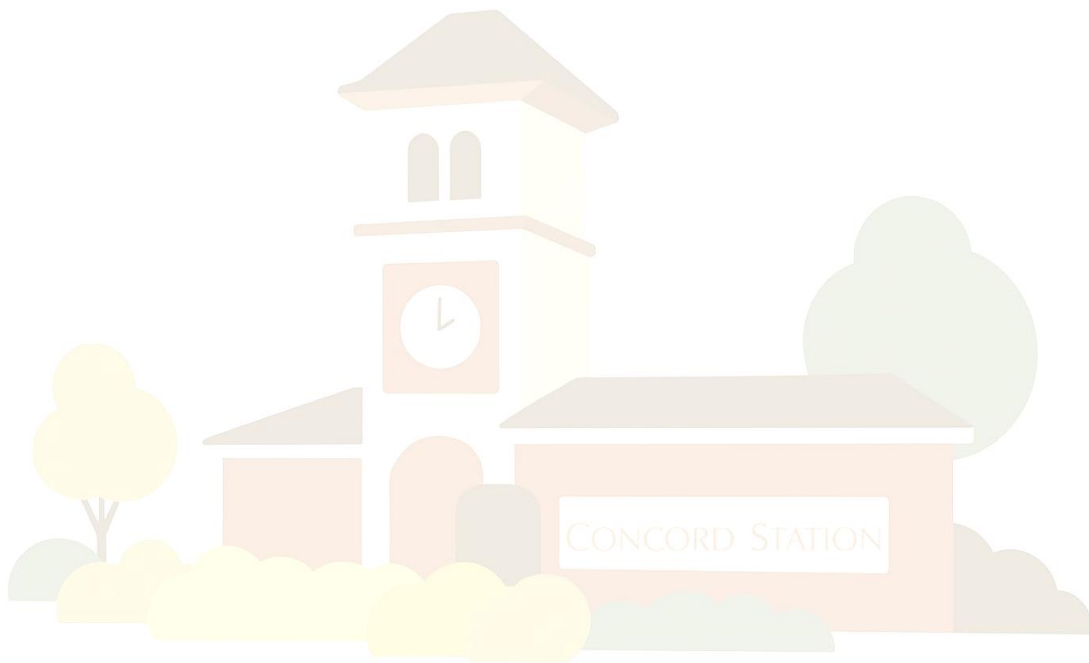
Name / Address
Concord Station CDD 3434 Colwell Ave Suite 200 Tampa, Fl. 33614

Project

Description	Qty	Rate	Total
Filter Grid Replacement 19" round for right side filtration unit	80	36.60	2,928.00
Filter Grid Replacement 19" round for left side filtration unit	80	36.60	2,928.00
		Total	\$5,856.00

EXHIBIT 10

[RETURN TO AGENDA](#)



Concord Station Community Development District

Summary Financial Statements (Unaudited)

June 30, 2025

Concord Station
Balance Sheet
June 30, 2025

	<u>General Fund</u>	<u>Reserve Fund</u>	<u>Debt Srv Fund</u>	<u>Total</u>
1 <u>Assets:</u>				
2 Cash - Operating Account	\$ 103,787	\$ -	\$ -	103,787
3 Cash - Restricted Cash	-	-	-	-
4 Cash - Operating Account Southstate	218,233	-	-	218,233
5 Cash - Money Market Account	1,879,596	752,056	-	2,631,652
6 Cash - Operating (Square)	2,904	-	-	2,904
7 Debit Card	4,413	-	-	4,413
8 Investments:				
9 Revenue Trust Fund	-	-	435,061	435,061
10 Interest Fund	-	-	-	-
11 Debt Service Reserve Fund	-	-	917,982	917,982
12 Prepayment Fund	-	-	1,113	1,113
13 Accounts Receivable	1,030	-	-	1,030
14 On-Roll Assessments Receivable	4,627	-	4,857	9,484
15 Due from Other Funds	-	-	31,250	31,250
16 Deposits	6,591	-	-	6,591
17 Prepaid Items	362	-	-	362
18 Total Assets	<u>\$ 2,221,542</u>	<u>\$ 752,056</u>	<u>\$ 1,390,263</u>	<u>\$ 4,363,861</u>
19 <u>Liabilities:</u>				
20 Accounts Payable	331,167	-	-	331,167
21 Accrued Payable	39,359	-	-	39,359
22 Due to Other Funds	31,250	-	-	31,250
23 Deposits Payable	5,564	-	-	5,564
24 Deferred Revenue - On-Roll	4,627	-	4,857	9,484
25 <u>Fund Balance:</u>				
26 Non-Spendable:	6,953	-	-	6,953
27 Assigned - Reserved	-	-	-	-
28 Restricted	-	685,856	1,385,406	2,071,262
28 Unassigned	704,155	-	-	704,155
29 Net Change in Fund Balance	1,098,469	66,200	-	1,164,669
30 Total Liabilities & Fund Balance	<u>\$ 2,221,542</u>	<u>\$ 752,056</u>	<u>\$ 1,390,263</u>	<u>\$ 4,363,861</u>

Concord Station
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2024 through June 30, 2025

	FY2025 Adopted Budget	FY2025 Budget Year to Date	FY2025 Actual Year to Date	Variance Over/(Under) Budget
1 Revenues:				
2 Special Assessments	\$ 1,694,847	\$ 1,694,847	\$ 1,740,220	\$ 45,373
3 Tax Roll for Transfer to Reserve Fund	50,000	-	-	-
4 Fund Balance Forward	400,000	400,000	400,000	
5 Interest Income	-	-	64,932	64,932
6 Clubhouse Rentals	-	-	9,150	9,150
7 Fees for Fence Project	-	-	-	-
8 Key/Access/Transponder Revenue	-	-	5,943	5,943
9 Miscellaneous Revenue	-	-	1,795	1,795
10 Total Revenues	2,144,847	2,094,847	2,222,041	127,194
11				
12 Expenditures:				Variance (Over) / Under
13 Financial & Administrative				
14 Supervisor Compensation	13,000	9,750	11,000	(1,250)
15 Administrative Services	3,000	2,250	2,250	-
16 District Management	35,000	26,250	27,067	(817)
17 District Engineer	30,000	22,500	22,905	(405)
18 Assessment Roll	2,500	1,875	1,875	0
19 Financial & Revenue Collections	2,500	1,875	1,875	0
20 Accounting Services	16,000	12,000	12,000	0
21 Auditing Services	5,000	3,600	3,600	-
22 Miscellaneous Mailings	1,500	1,500	1,805	(305)
23 Public Officials Liability Insurance	3,215	3,215	3,215	-
24 Bank Fees	800	800	914	(114)
25 Dues, Licenses & Fees	175	175	1,981	(1,806)
26 Legal Advertising	1,500	1,125	729	396
27 Tax Collector/Property Appraiser Fee	150	150	2,944	(2,794)
28 ADA Website Compliance	2,015	1,515	1,515	-
29 Website Hosting, Maintenance & Backup	1,500	375	411	(36)
30 District Counsel	30,000	30,000	38,945	(8,945)
31 Total Financial & Administrative	147,855	118,955	135,030	(16,075)
32				
33 Debt Administration				
34 Dissemination Agent	5,000	3,750	3,750	(0)
35 Trustee Fees	6,000	5,432	5,432	-
36 Arbitrage Rebate Calculation	500	-	-	-
37 Total Debt Administration	11,500	9,182	9,182	(0)
38				
39 Security Operations				
40 Off Duty Deputy	132,802	99,602	106,889	(7,287)
41 Total Security Operations	132,802	99,602	106,889	(7,287)
42				
43 Electric Utility Services				
44 Utility Services	16,000	12,000	11,241	759
45 Utility - Recreation Facilities	32,000	24,000	15,466	8,534
46 Utility - Streetlights	106,000	79,500	69,479	10,021
47 Total Electric Utility Services	154,000	115,500	96,186	19,314
48				
49 Garbage/Solid Waste Control Services				
50 Solid Waste Assessment	900	900	1,068	(168)
51 Garbage - Recreation Facilities	1,040	780	917	(137)
52 Total Garbage/Solid Waste Control Services	1,940	1,680	1,985	(305)

Concord Station
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2024 through June 30, 2025

53				
54	Water-Sewer Combination Services			
55	Utility - Recreation Facilities	12,000	9,000	4,587
56	Total Water-Sewer Combination Services	12,000	9,000	4,587
57				
58	Stormwater Control			
59	Pest Control	3,500	2,625	-
60	Aquatic Maintenance	110,676	83,007	83,007
61	Lake/Pond Bank Maintenance & Repair	20,000	15,000	-
62	Stormwater Assessments	2,000	-	-
63	Wetland Monitoring & Maintenance	-	-	-
64	Fountain Service Repair & Maintenance	4,500	3,375	1,308
65	Acquatic Plant Replacement	2,500	-	-
66	Stormwater System Maintenance	2,500	-	-
67	Wetland Invasive Areas Maintenance	2,500	-	-
68	Total Stormwater Control	148,176	104,007	84,315
69				
70	Other Physical Environment			
71	Property Insurance	32,361	32,361	34,223
72	General Liability Insurance	3,596	3,596	3,596
73	Entry & Walls Maintenance & Repair	5,000	-	-
74	Landscape Maintenance	253,040	189,780	207,021
75	Well Maintenance	500	-	-
76	Landscape - Fertilizer	18,800	14,100	6,267
77	Landscape Replacement Plants, Shrubs, Trees	15,000	11,250	3,460
78	Landscape Inspection Services	-	-	-
79	Fire Ant Treatment	7,600	-	-
80	Holiday Decorations	35,000	-	-
81	Landscape - Pest Control/OTC Injections	2,400	-	-
82	Landscape - Mulch	45,238	34,375	34,375
83	Landscape - Annuals/Flowers	8,800	6,105	6,105
84	Landscape - Pest Control	2,000	2,000	2,392
85	Irrigation Repair	30,000	30,000	34,392
86	Rust Prevention	15,000	11,250	10,215
87	Total Other Physical Environment	474,335	334,817	342,045
88				
89	Road & Street Facilities			
90	Roadway Repair & Maintenance	5,000	-	-
91	Total Road & Street Facilities	5,000	-	-
92				
93	Parks & Recreation			
94	Management Contract	12,000	9,000	3,000
95	Contracted Employee Salaries	205,000	153,750	164,893
96	Clubhouse Maintenance & Repair	27,000	20,250	19,012
97	Gate Maintenance & Repair	1,000	1,000	3,438
98	Computer Support, Maintenance & Repair	2,000	1,500	627
99	Fitness Equipment Maintenance & Repair	17,000	12,750	913
100	Clubhouse Facility Janitorial Services	9,600	9,600	13,538
101	Clubhouse Facility Janitorial Supplies	10,000	7,500	896
102	Pool Service Contract	27,600	20,700	20,700
103	Security System Monitoring Services & Maintenance	3,000	3,000	4,795
104	Facility A/C & Heating Maintenance & Repair	5,000	-	-
105	Furniture Repair & Replacement	7,000	-	-
106	Pool Permits	425	-	-
107	Playground Equipment Maintenance & Repairs	2,500	1,875	481
108	Vehicle Maintenance	750	563	181

Concord Station
General Fund
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2024 through June 30, 2025

109 Telephone, Fax & Internet	9,000	6,750	6,514	236
110 Athletic Court/Field/Playground Maintenance	2,500	1,875	196	1,679
111 Pool/Water Park/Fountain Maintenance	3,000	3,000	15,671	(12,671)
112 Pest Control & Termite Bond	1,300	975	468	507
113 Office Supplies	3,500	2,625	525	2,100
114 Wildlife Management Services	2,500	-	-	-
115 Dog Waste Station Supplies and Maintenance	6,000	6,000	8,496	(2,496)
116 Total Parks & Recreation	357,675	262,713	264,343	(1,630)
117				
118 Special Events & Contingency				
119 Clubhouse - Special Events	35,000	26,250	8,400	17,850
120 Miscellaneous Contingency	500,000	20,610	20,610	-
121 Capital Outlay	114,564	-	-	-
122 Total Special Events & Contingency	649,564	46,860	29,010	17,850
123				
124 Total Expenditures Before Other Financing Sources	2,094,847	1,102,315	1,073,572	28,743
125				
126 Total Other Financing Sources (Uses)				
127 Interfund Transfer to Capital Reserve Fund	50,000	50,000	50,000	-
128 Total Other Financing Sources (Uses)	2,144,847	1,152,315	1,123,572	28,743
129				
130 Transfer In			-	
131				
132 Total Excess Expenditures Over (Under) Revenues	-	942,532	1,098,469	155,937
133				
134 Fund Balance - Beginning			711,108	
135				
136 Fund Balance - Ending			1,809,577	

Concord Station
Capital Reserve Fund
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2024 through June 30, 2025

	FY025 Adopted Budget	FY2025 Actual Year to Date
1 Revenues:		
2 Interest Earnings	\$ -	\$ 16,200
3 Special Assessments	-	-
4 Total Revenues	<u>-</u>	<u>16,200</u>
5 Expenditures:		
6 Increase in Fund Balance	50,000	-
7 Total Expenditures	<u>50,000</u>	<u>-</u>
8 Excess Expenditures Over (Under) Revenues	<u>(50,000)</u>	<u>16,200</u>
9 Other Sources (Uses)		
10 Transfer In from General Fund	50,000	50,000
12 Total Other Sources (Uses)	<u>50,000</u>	<u>50,000</u>
Transfer Out	<u>-</u>	<u>-</u>
13 Fund Balance - Beginning	-	685,856
14 Fund Balance - Ending	<u>-</u>	<u>752,056</u>

Concord Station
Debt Service 2015A-1
Statement of Revenue, Expenditures and Change in Fund Balance
For the Period of October 1, 2024 through June 30, 2025

	Adopted Budget	Actual Year to Date
1 <u>Revenues:</u>		
2 Special Assessments - On-Roll, Net	\$ 1,834,650	\$ 1,827,022
3 Prepayment Revenue	-	-
4 Interest	-	47,640
5		
6 Total Revenues	1,834,650	1,874,663
7		
8		
9 <u>Expenditures:</u>		
10		
11 Debt Service Obligation , Net	1,834,650	2,015,907
18		
19 Total Expenditures	1,834,650	2,015,907
20		
21 Excess Expenditures Over (Under) Revenues	-	(141,244)
22		
23 Other Sources (Uses)		
24 Transfer In	-	-
25 Transfer Out	-	-
26 Total Other Sources (Uses)	-	-
27		
28 Fund Balance - Beginning	-	1,526,650
29		
30 Fund Balance - Ending	-	1,385,406

Concord Station
Balance Sheet
June 30, 2025

Balance per Bank Statement	\$	289,492.71
Plus: Deposits in Transit		-
Less: Outstanding Checks		(71,259.54)
	\$	<u>218,233.17</u>
Beginning Balance		332,595.92
Receipts		1,600.00
Disbursements		(115,962.75)
<i>Balance per Book</i>	\$	<u>218,233.17</u>

Concord Station Check Register FY2025

Date	Check #	Payee	Deposit	Deposit	Disbursement	Balance
9/30/24		Balance		-	-	236,077.53
10/01/2024	100127ACH	Bright House Networks	18636 MENTMORE BOULEVARD, 09/14/2024 through 101324		721.21	235,356.32
10/02/2024	100224ACH	Duke Energy	(576) 10920 STATE ROAD 54 - Sign Lights, Aug 3 - Sep 4		5,702.36	229,653.96
10/03/2024	100324ACH	Duke Energy	Reference: 0000 Trinity Cottage Dr. Aug 10 - Sep 11		1,083.05	228,570.91
10/04/2024	100220	Breeze Connected, LLC, CDD	Invoice: 4074 (Reference: Professional Management Services, Amenity/Field Service.)		22,583.00	205,987.91
10/04/2024	100221	Florida Brothers Maintenance & Repair	Invoice: 1195 (Reference: Janitorial Cleaning.)		1,482.00	204,505.91
10/04/2024	100222	Total Plumbing Solutions, Inc	Invoice: 189765 (Reference: Perform camera inspection of main line.)		725.00	203,780.91
10/15/2024	101524ACH	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638, Oct 13 - Nov 12, 2024		56.38	203,724.53
10/16/2024	100224	RedTree Landscape Systems	Invoice: 19236 (Reference: Landscaping Construction.)		34,375.00	169,349.53
10/16/2024	100225	Suncoast Pool Service	Invoice: 10628 (Reference: Swimming Pool Service.)		2,300.00	167,049.53
10/16/2024	100226	ECS Integrations	Invoice: 102177 (Reference: Camera Management.)		750.00	166,299.53
10/16/2024	100227	Solitude Lake Management	Invoice: PS1115218 (Reference: Annual Maintenance, October Billing 10/1/2024 - 10/31/2024.		9,223.00	157,076.53
10/16/2024	100228	Fitness Logic	Invoice: 120581 (Reference: QUARTERLY General Maintenance and cleaning of all equipment.		165.00	156,911.53
10/21/2024	102124ACH	Pasco County Utilities Services Branch	3662 BUCKINGHAMSHIRE DR, 8/16/2024 to 9/16/2024		10.44	156,901.09
10/21/2024	102124ACH1	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE, 8/16/2024 to 9/16/2024		40.05	156,861.04
10/21/2024	102124ACH3	Pasco County Utilities Services Branch	18636 MENTMORE BOULEVARD, 8/16/2024 to 9/16/2024		405.05	156,455.99
10/21/2024	100229	Suncoast Rust Control, Inc.	Invoice: 07463 (Reference: Monthly rust control service and solution.)		1,135.00	155,320.99
10/22/2024	10222ACH1	WASTE MANAGEMENTINC.OF FLORIDA, INC.	Service Period: 10/01/24-10/31/24		104.79	155,216.20
10/22/2024	WIRE	Egis Insurance Advisors LLC	Reference: Policy #100124607 10/01/2024-10/01/2025 Florida Insurance Alliance. https://		41,034.00	114,182.20
10/24/2024	102424ACH	Duke Energy	3882 SUNLAKE BLVD SIGN, Sep 4 - Oct 1		30.80	114,151.40
10/24/2024	102424ACH1	Duke Energy	3869 Sunlake Blvd - Sign Irrigation, Sep 4 - Oct 1		30.80	114,120.60
10/24/2024	102424ACH2	Duke Energy	19135 Manassas Dr - Sign Lights, Sep 4 - Oct 1		30.80	114,089.80
10/24/2024	102424ACH3	Duke Energy	19109 Mentmore Blvd - Entry Wall Light, Sep 4 - Oct 1		30.80	114,059.00
10/24/2024	102424ACH4	Duke Energy	18933 Mentmore Blvd - Sign Lights, Sep 4 - Oct 1		1,238.93	112,820.07
10/24/2024	102424ACH5	Duke Energy	18636 Mentmore Blvd - Clubhouse / Pool, Sep 4 - Oct 1		1,786.01	111,034.06
10/24/2024	102424ACH6	Duke Energy	18108 Mentmore Blvd - Entry Light, Sep 4 - Oct 1		30.80	111,003.26
10/24/2024	102424ACH7	Duke Energy	Reference: 3444 TUCKERTON DR Sep 4 - Oct 1		30.80	110,972.46
10/24/2024	102424ACH8	Duke Energy	3440 Buckinghamshire Blvd - Entry Light, Sep 4 - Oct 1		30.80	110,941.66
10/24/2024	102424ACH9	Duke Energy	18552 Mentmore Blvd - Entry Light, Sep 4 - Oct 1		30.80	110,910.86
10/24/2024	102424ACH10	Duke Energy	18230 Snowdonia Drive - Entry Light, Sep 4 - Oct 1		30.80	110,880.06
10/24/2024	102424ACH11	Duke Energy	19069 Lake Patience Rd - Entry Light, Sep 4 - Oct 1		30.80	110,849.26
10/24/2024	102424ACH12	Duke Energy	3753 Tuckerton Dr - Irrigation, Sep 4 - Oct 1		33.03	110,816.23
10/24/2024	102424ACH13	Duke Energy	18661 State Road 54, Sep 4 - Oct 1		51.49	110,764.74
10/24/2024	102424ACH14	Duke Energy	3936 Buckinghamshire Drive - Irrigation, Sep 4 - Oct 1		64.24	110,700.50
10/24/2024	102424ACH15	Duke Energy	3332 Sun Lake Blvd - Fountain, Sep 4 - Oct 1		139.78	110,560.72
10/24/2024	102424ACH16	Duke Energy	18433 Mentmore Blvd - Irrigation, Sep 4 - Oct 1		144.92	110,415.80
10/24/2024	102424ACH17	Duke Energy	18636 Mentmore Blvd - Splash, Sep 4 - Oct 1		263.99	110,151.81
10/24/2024	102424ACH18	Duke Energy	18933 Chislehurst Dr - Irrigation, Sep 4 - Oct 1		300.94	109,850.87
10/24/2024	102424ACH19	Duke Energy	18636 Mentmore Blvd - CH Main Buildi, Sep 4 - Oct 1		143.74	109,707.13
10/28/2024	102824ACH	Duke Energy	(576) 10920 STATE ROAD 54 - Sign Lights, Sep 5 - Oct 2		5,662.78	104,044.35
10/30/2024	100232	Randal W. Griffin	Invoice: 102324BOSMTG (Reference: 10-23-24 BOS MTG.)		200.00	103,844.35
10/30/2024	100233	Angel Rivera.	Invoice: 102324BOSMTG (Reference: 10-23-24 BOS MTG.)		200.00	103,644.35
10/30/2024	100234	Grau and Associates	Invoice: 25884 (Reference: Audit FYE 09/30/2023.)		1,000.00	102,644.35
10/30/2024	100235	Breeze Connected, LLC, CDD	Invoice: 4128 (Reference: Walmart - Event, Sam's Club - Event.)		370.12	102,274.23
10/30/2024	100236	Jessica LaBarbera.	Invoice: 102324BOSMTG (Reference: 10-23-24 BOS MTG.)		200.00	102,074.23
10/30/2024	100237	Fred Berdeguez	Invoice: 102324BOSMTG (Reference: 10-23-24 BOS MTG.)		200.00	101,874.23
10/30/2024	100238	Florida Department of Commerce	Invoice: 90810 (Reference: The Annual State Fee.)		175.00	101,699.23
10/30/2024			Deposit	814.00		102,513.23
10/30/2024	103024ACH	Egis Insurance Advisors LLC	Reference: Duplicate bill - Refund received 10/30/24 Package - Add Property, Policy #10012		814.00	101,699.23
10/31/2024	103124ACH2	Bright House Networks	18636 MENTMORE BOULEVARD, 10/14/2024 through 11/3/24		721.61	100,977.62
10/31/2024	100239	Arrow Exterminators Inc	Invoice: 58955912 (Reference: Pest Control Service.)		52.00	100,925.62
10/31/2024	100240	ECS Integrations	Invoice: 102199 (Reference: Replace and test playground back gate exit button Exit button		562.50	100,363.12
10/31/2024	100241	Florida Brothers Maintenance & Repair	Invoice: 1199 (Reference: Janitorial Cleaning.)		1,482.00	98,881.12
10/31/2024	618	Pasco County Tax Collector	FY2024 Excess fees collected	16,754.00		115,635.12
10/31/2024	618	Pasco County Tax Collector	FY2024 Excess fees collected	8,587.16		124,222.28
10/31/2024	618	Pasco County Tax Collector	FY2024 Excess fees collected		8,587.16	115,635.12
10/31/2024			Funds Transfer effective date 11/04/24		1,000.00	114,635.12
10/31/2024				26,155.16	147,597.57	114,635.12
11/01/2024	100242	ATLAS DOOR REPAIR	Invoice: 14026 (Reference: INSTALL 1 PIECE OF 5/8" CLEAR INSULATED TEMPERED GLASS UNIT WI		1,254.00	113,381.12
11/04/2024	110424ACH1	Duke Energy	Reference: 0000 Trinity Cottage Dr. Sep 12 - Oct 9		1,083.05	112,298.07
11/05/2024	Wire	Egis Insurance Advisors LLC	Reference: Package - Add Property, Policy #100123607 10/01/2023-10/01/2024 Florida Insura		814.00	111,484.07
11/05/2024	623	Kaza's Electric, Inc.	To void strongroom ACH payment 100219 dated 09/25/24, returned on 11/05/24	460.00		111,944.07
11/07/2024	100243	Breeze Connected, LLC, CDD	Invoice: 4134 (Reference: Staples 10/24.) Invoice: 4162 (Reference: Professional Manage		21,689.15	90,254.92
11/07/2024	100244	Breeze	Invoice: 19705 (Reference: Service Area CDD.)		1,000.00	89,254.92
11/07/2024	100245	Business Observer	Invoice: 24-02045P (Reference: Request for Proposal for Landscape/Irrigation Services.)		236.26	89,018.66
11/07/2024	100246	Straley Robin Vericker	Invoice: 25436 (Reference: For Professional Services Rendered Through September 30, 2024.		3,721.00	85,297.66
11/13/2024	100247	Breeze Connected, LLC, CDD	Invoice: 4190 (Reference: Fedex 11/4.)		12.44	85,285.22
11/13/2024	100248	Suncoast Rust Control, Inc.	Invoice: 07575 (Reference: Monthly rust control service and solution.)		1,135.00	84,150.22
11/14/2024	111424ACH	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638, Nov 13 - Dec 12, 2024		56.38	84,093.84
11/15/2024	100249	Florida Brothers Maintenance & Repair	Invoice: 1198 (Reference: Removal of broken glass and then boarding up door for gym, afte		495.00	83,598.84
11/15/2024	111524ACH	WASTE MANAGEMENTINC.OF FLORIDA, INC.	Service Period: 11/01/24-11/30/24		104.79	83,494.05
11/15/2024	100250	Suncoast Pool Service	Invoice: 10730 (Reference: replacement pool ladder steps.) Invoice: 10729 (Reference: r		7,965.00	75,529.05
11/15/2024	100251	Let's Plan A Party	Invoice: 3411 (Reference: Sunday Dec 8, 2024, activities.)		2,545.00	72,984.05
11/15/2024	100252	ECS Integrations	Invoice: 102223 (Reference: 50- KEY FOBS @ \$ 7.00 PER = \$ 350.00.)		350.00	72,634.05
11/20/2024	100253	MPLC	Invoice: 504431492 (Reference: MPLC Umbrella License covering the term: 02/01/2024 to 01/		1,621.80	71,012.25
11/20/2024	100254	Steadfast Environmental. LLC	Invoice: SE-25346 (Reference: Motor burnt out.)		175.00	70,837.25
11/20/2024	100255	Arrow Exterminators Inc	Invoice: 59358927 (Reference: Pest Control Service.)		52.00	70,785.25
11/21/2024	112124ACH	Pasco County Utilities Services Branch	3662 BUCKINGHAMSHIRE DR, 8/16/2024 to 9/16/2024		10.60	70,774.65
11/21/2024	112124ACH1	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE, 9/16/2024 to 10/16/2024		10.60	70,764.05
11/21/2024	112124ACH2	Pasco County Utilities Services Branch	18636 MENTMORE BOULEVARD, 9/16/2024 to 10/16/2024		427.19	70,336.86
11/21/2024	Wire	American Illuminations	Reference: Concord Station CDD Holiday Decor 2024. https://clientname(FILLIN).payablesloc		2,962.50	67,374.36
11/22/2024	100256	Sitex Aquatics, LLC	Invoice: 9131-B (Reference: Quarterly Fountain Maintenance on 2 Fountains.)		375.00	66,999.36
11/22/2024	100257	Pasco City Sheriff's Office Extra-Duty Det	Invoice: ARSEP24 (Reference: September 2024.) Invoice: AROCT24 (Reference: October 2024		22,943.42	44,055.94
11/22/2024	100258	Yellowstone Landscape	Invoice: 805547 (Reference: Remove 1 Dead & 3 Storm Uprooted Trees, L6 Tree Removal.)		1,560.00	42,495.94
11/25/2024			Funds Transfer	100,000.00		142,495.94
11/26/2024	112624ACH	Duke Energy	3869 Sunlake Blvd - Sign Irrigation, Oct 2 - Nov 1		30.80	142,465.14

11/26/2024	112624ACH1	Duke Energy	18552 Mentmore Blvd - Entry Light, Oct 2 - Nov 1	30.80	142,434.34
11/26/2024	112624ACH2	Duke Energy	19069 Lake Patience Rd - Entry Light, Oct 2 - Nov 1	30.80	142,403.54
11/26/2024	112624ACH3	Duke Energy	18108 Mentmore Blvd - Entry Light, Oct 2 - Nov 1	30.80	142,372.74
11/26/2024	112624ACH4	Duke Energy	Reference: 3444 TUCKERTON DR Oct 2 - Nov 1	30.80	142,341.94
11/26/2024	112624ACH5	Duke Energy	18636 Mentmore Blvd - CH Main Buildi, Oct 2 - Nov 1	30.80	142,311.14
11/26/2024	112624ACH6	Duke Energy	19109 Mentmore Blvd - Entry Wall Light, Oct 2 - Nov 1	30.80	142,280.34
11/26/2024	112624ACH7	Duke Energy	19135 Manassas Dr - Sign Lights, Oct 2 - Nov 1	30.80	142,249.54
11/26/2024	112624ACH8	Duke Energy	3753 Tuckerton Dr - Irrigation, Oct 2 - Nov 1	38.45	142,211.09
11/26/2024	112624ACH9	Duke Energy	18933 Mentmore Blvd - Sign Lights, Sep 4 - Oct 1	1,238.93	140,972.16
11/26/2024	112624ACH10	Duke Energy	18636 Mentmore Blvd - Clubhouse / Pool, Oct 2 - Nov 1	2,023.60	138,948.56
11/26/2024	112624ACH11	Duke Energy	18230 Snowdonia Drive - Entry Light, Nov 5, 2024	30.80	138,917.76
11/26/2024	112624ACH12	Duke Energy	3440 Buckinghamshire Blvd - Entry Light, Oct 2 - Nov 1	30.80	138,886.96
11/26/2024	112624ACH13	Duke Energy	3882 SUNLAKE BLVD SIGN, Oct 2 - Nov 1	30.80	138,856.16
11/26/2024	112624ACH14	Duke Energy	18661 State Road 54, Oct 2 - Nov 1	55.31	138,800.85
11/26/2024	112624ACH15	Duke Energy	3936 Buckinghamshire Drive - Irrigation, Oct 2 - Nov 1	69.39	138,731.46
11/26/2024	112624ACH16	Duke Energy	3332 Sun Lake Blvd - Fountain, Oct 2 - Nov 1	143.20	138,588.26
11/26/2024	112624ACH17	Duke Energy	18636 Mentmore Blvd - Splash, Oct 2 - Nov 1	168.37	138,419.89
11/26/2024	112724ACH18	Duke Energy	18933 Chislehurst Dr - Irrigation, Oct 2 - Nov 1	273.66	138,146.23
11/26/2024	112624ACH19	Duke Energy	18433 Mentmore Blvd - Irrigation, Oct 2 - Nov 1	488.80	137,657.43
11/27/2024	100259	Solitude Lake Management	Invoice: PSI122728 (Reference: November Billing 11/1/2024 - 11/30/2024.)	9,223.00	128,434.43
11/27/2024	100280	Yellowstone Landscape	Invoice: 790553 (Reference: Monthly Landscape Maintenance November 2024.)	23,504.60	104,929.83
11/30/2024				100,460.00	110,165.29
12/02/2024	120224ACH	Duke Energy	Reference: 0000 Trinity Cottage Dr. Oct 10 - Nov 9	1,083.05	103,846.78
12/02/2024	120524ACH	Duke Energy	(576) 10920 STATE ROAD 54 - Sign Lights, Oct 3 - Nov 4	5,653.50	98,193.28
12/02/2024	100261	Randall W. Griffin	Invoice: 112024BOS (Reference: 11-20-24 BOS MTG.)	200.00	97,993.28
12/02/2024	100262	Yellowstone Landscape Inc	Invoice: 780907 (Reference: Monthly Landscape Maintenance October 2024.)	23,504.60	74,488.68
12/02/2024	100263	Jessica LaBarbera	Invoice: 112024BOS (Reference: 11-20-24 BOS MTG.)	200.00	74,288.68
12/02/2024	100264	Marcela Cisternas	Invoice: 112024BOS (Reference: 11-20-24 BOS MTG.)	200.00	74,088.68
12/02/2024	120224ACH1	Bright House Networks	18636 MENTMORE BOULEVARD, 11/14/2024 through 12/13/24	721.61	73,367.07
12/03/2024			Funds Transfer	100,000.00	173,367.07
12/03/2024	100265	U.S. BANK	Invoice: 7482967 (Reference: Administration Fees - In Advance 09/01/2024 - 08/31/2025.)	5,926.25	167,440.82
12/04/2024	100266	Kazar's Electric, Inc.	Invoice: S 14202A (Reference: Concord Station Community Clubhouse.)	460.00	166,980.82
12/06/2024	100267	Suncoast Rust Control, Inc.	Invoice: 07684 (Reference: Monthly rust control service and solution.)	1,135.00	165,845.82
12/06/2024	100268	ECS Integrations	Invoice: 102250 (Reference: Remounted maglock front door plate and test door locking..)	225.00	165,620.82
12/06/2024	100269	Solitude Lake Management	Invoice: PSI29443 (Reference: December Billing 12/1/2024 - 12/31/2024.)	9,223.00	156,397.82
12/06/2024	100270	Florida Brothers Maintenance & Repair	Invoice: 1212 (Reference: 3 days a week Janitorial Cleaning.)	1,482.00	154,915.82
12/06/2024	100271	Business Observer	Invoice: 24-02177P (Reference: 2024/2025 Meeting Schedule.)	78.75	154,837.07
12/06/2024	100272	Suncoast Pool Service	Invoice: 10764 (Reference: Swimming Pool Service.)	2,300.00	152,537.07
12/06/2024	100273	Yellowstone Landscape Inc	Invoice: 815677 (Reference: Winter Annual Change Out Flowers/Annuals.)	4,629.60	147,907.47
12/09/2024	100274	Straley Robin Vericker	Invoice: 25594 (Reference: For Professional Services Rendered Through October 31, 2024.)	3,399.00	144,508.47
12/09/2024	100275	Randall W. Griffin	Invoice: 120624 (Reference: 4-Hour Ethics Course for Special Districts 2024.)	79.00	144,429.47
12/09/2024	100276	Moramoto-Zephyrhills	Invoice: 307939 (Reference: Car Repair.)	2,438.27	141,991.20
12/11/2024	100277	Breeze Connected, LLC	Invoice: 4225 ()	21,624.67	120,366.53
12/12/2024	100278	Business Observer	Invoice: 120224 (Reference: Meeting on 10/23/24.)	61.25	120,305.28
12/15/2024	121524ACH	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638, Dec 13, 2024 - Jan 12, 2025	56.38	120,248.90
12/17/2024	100279	Breeze	Invoice: 19766 (Reference: Service Area CDD.)	1,000.00	119,248.90
12/17/2024	121724ACH19	WASTE MANAGEMENT INC.OF FLORIDA, INC.	Service Period: 12/01/24-12/31/24	104.79	119,144.11
12/20/2024	122024ACH	Pasco County Utilities Services Branch	3662 BUCKINGHAMSHIRE DR, 10/16/2024 to 11/15/2024	10.60	119,133.51
12/20/2024	122024ACH1	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE, 10/16/2024 to 11/15/2024	50.69	119,082.82
12/20/2024	122024ACH2	Pasco County Utilities Services Branch	18636 MENTMORE BOULEVARD, 10/16/2024 to 11/15/2024	396.35	118,686.47
12/26/2024	122624ACH	Duke Energy	18552 Mentmore Blvd - Entry Light, Nov 2 - Dec 2	30.80	118,655.67
12/26/2024	122624ACH1	Duke Energy	18230 Snowdonia Drive - Entry Light, Nov 2 - Dec 2	30.80	118,624.87
12/26/2024	122624ACH2	Duke Energy	19135 Manassas Dr - Sign Lights, Nov 2 - Dec 2	30.80	118,594.07
12/26/2024	122624ACH3	Duke Energy	18636 Mentmore Blvd - CH Main Buildi, Nov 2 - Dec 2	30.80	118,563.27
12/26/2024	122624ACH4	Duke Energy	19109 Mentmore Blvd - Entry Wall Light, Nov 2 - Dec 2	30.80	118,532.47
12/26/2024	122624ACH5	Duke Energy	Reference: 3444 TUCKERTON DR Nov 2 - Dec 2	30.80	118,501.67
12/26/2024	122624ACH6	Duke Energy	18636 Mentmore Blvd - Clubhouse / Pool, Nov 2 - Dec 2	2,238.94	116,262.73
12/26/2024	122624ACH7	Duke Energy	3869 Sunlake Blvd - Sign Irrigation, Nov 2 - Dec 2	30.80	116,231.93
12/26/2024	122624ACH8	Duke Energy	3882 SUNLAKE BLVD SIGN, Nov 2 - Dec 2	30.80	116,201.13
12/26/2024	122624ACH9	Duke Energy	18661 State Road 54, Nov 2 - Dec 2	51.93	116,149.20
12/26/2024	122624ACH10	Duke Energy	3753 Tuckerton Dr - Irrigation, Nov 2 - Dec 2	60.88	116,088.32
12/26/2024	122624ACH11	Duke Energy	3936 Buckinghamshire Drive - Irrigation, Nov 2 - Dec 2	69.24	116,019.08
12/26/2024	122624ACH12	Duke Energy	3332 Sun Lake Blvd - Fountain, Nov 2 - Dec 2	161.43	115,857.65
12/26/2024	122624ACH13	Duke Energy	18636 Mentmore Blvd - Splash, Nov 2 - Dec 2	199.32	115,658.33
12/26/2024	122624ACH14	Duke Energy	18933 Chislehurst Dr - Irrigation, Nov 2 - Dec 2	243.91	115,414.42
12/26/2024	122624ACH15	Duke Energy	18433 Mentmore Blvd - Irrigation, Nov 2 - Dec 2	424.27	114,990.15
12/26/2024	122624ACH16	Duke Energy	3440 Buckinghamshire Blvd - Entry Light, Nov 2 - Dec 2	30.80	114,959.35
12/26/2024	122624ACH17	Duke Energy	19069 Lake Patience Rd - Entry Light, Nov 2 - Dec 2	30.80	114,928.55
12/26/2024	122624ACH18	Duke Energy	18108 Mentmore Blvd - Entry Light, Nov 2 - Dec 2	30.80	114,897.75
12/26/2024	100280	Pasco County BOCC Fire Rescue	Invoice: 2024005930 (Reference: Annual \ Periodic Inspection.)	100.00	114,797.75
12/26/2024	100281	Yellowstone Landscape Inc	Invoice: 808434 (Reference: Monthly Landscape Maintenance December 2024.)	23,504.60	91,293.15
12/26/2024	122624ACH20	Duke Energy	18933 Mentmore Blvd - Sign Lights, Nov 2 - Dec 2	1,235.96	90,057.19
12/26/2024	012625ACH	WASTE MANAGEMENT INC.OF FLORIDA, INC.	Service Period: 01/01/25-01/31/25	120.51	89,936.68
12/30/2024	100282	Arrow Exterminators Inc	Invoice: 59717499 (Reference: Pest Control Service.)	52.00	89,884.68
12/30/2024	100283	Marcela Cisternas	Invoice: 121224BOSMTG (Reference: 12-12-24 BOS MTG.)	200.00	89,684.68
12/30/2024	123024ACH	Bright House Networks	18636 MENTMORE BOULEVARD, 12/14/2024 through 1/13/25	721.61	88,963.07
12/31/2024	100284	Kevin Wagner	Invoice: 121224BOSMTG (Reference: 12-12-24 BOS MTG.)	200.00	88,763.07
12/31/2024				100,000.00	116,166.76
01/01/2025	010125ACH	Duke Energy	Reference: 0000 Trinity Cottage Dr. Sep 12 - Oct 9	1,078.40	87,684.67
01/02/2025	010225ACH	Duke Energy	(576) 10920 STATE ROAD 54 - Sign Lights, Nov 5 - Dec 3	5,630.34	82,054.33
01/06/2025	100285	Sitex Aquatics, LLC	Invoice: 9457-B (Reference: Quarterly Fountain Maintenance on 2 Fountains.)	382.62	81,671.71
01/06/2025	100286	Florida Brothers Maintenance & Repair	Invoice: 1209 (Reference: Hazard Cleaning.)	200.00	81,471.71
01/06/2025	100287	Breeze Connected, LLC	Invoice: 4324 (Reference: Professional Management Services, Amenity/Field Service.) Inv	22,858.46	58,613.25
01/07/2025			Funds Transfer	100,000.00	158,613.25
01/07/2025	100288	Cintas Fire 636525	Invoice: 0F32708305 (Reference: INSPECTION.) Invoice: 0F32707785 (Reference: INSPECTION	787.08	157,826.17
01/13/2025			Funds Transfer	2,000.00	155,826.17
01/13/2025	100289	Arrow Exterminators Inc	Invoice: 60145936 (Reference: Pest Control Service.)	52.00	155,774.17
01/13/2025	100290	ECS Integrations	Invoice: 102291 (Reference: Camera Management Access Management of CDVI.)	750.00	155,024.17
01/13/2025	100291	Pasco City Sheriff's Office Extra-Duty Det	Invoice: ARNOV24 CONCORD #2 (Reference: Nov 2024.)	11,876.59	143,147.58
01/13/2025	100292	Cintas Fire 636525	Invoice: 0F32707926 (Reference: INSPECTION.)	406.44	142,741.14
01/13/2025			Deposit	460.00	143,201.14
01/14/2025	100293	Florida Brothers Maintenance & Repair	Invoice: 1228 (Reference: 3 days a week Janitorial Cleaning.)	1,482.00	141,719.14
01/14/2025	011425ACH	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638, Jan 13 - Feb 12, 2025	56.38	141,662.76

01/15/2025	100294	Business Observer	Invoice: 24-02067P (Reference: Notice of Meetings.)	67.81	141,594.95
01/17/2025	100295	Randall W. Griffin	Invoice: 010924BOSMTG (Reference: 1-9-2025 BOS MTG.)	200.00	141,394.95
01/17/2025	100296	Marcela Cisternas	Invoice: 01092025BOSMTG (Reference: 01-09-2025 BOS MTG.)	200.00	141,194.95
01/17/2025	100297	Jessica LaBarbera	Invoice: 010924BOSMTG (Reference: 01-09-2025 BOS MTG.)	200.00	140,994.95
01/17/2025	100298	Fred Berdeguez	Invoice: 01092025BOSMTG (Reference: 01-09-2025 BOS MTG.)	200.00	140,794.95
01/17/2025	100299	Kevin Wagner	Invoice: 010924BOSMTG (Reference: 01-09-2025 BOS MTG.)	200.00	140,594.95
01/17/2025	100300	ECS Integrations	Invoice: 102307 (Reference: Adjusted mag , gate is working.)	225.00	140,369.95
01/17/2025	100301	Solitude Lake Management	Invoice: PS135818 (Reference: Annual Maintenance 1/1/2025 - 1/31/2025.)	9,223.00	131,146.95
01/21/2025	012125ACH	Pasco County Utilities Services Branch	3662 BUCKINGHAMSHIRE DR, 11/15/2024 to 12/17/2024	10.60	131,136.35
01/21/2025	012125ACH1	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE, 11/15/2024 to 12/17/2024	37.32	131,099.03
01/21/2025	012125ACH2	Pasco County Utilities Services Branch	18636 MENTMORE BOULEVARD, 11/15/2024 to 12/17/2024	499.15	130,599.88
01/21/2025	100302	Suncoast Rust Control, Inc.	Invoice: 07795 (Reference: Monthly rust control service and solution.)	1,135.00	129,464.88
01/21/2025	100303	Arrow Exterminators Inc	Invoice: 123124-0890 (Reference: Pest Control Service.)	52.00	129,412.88
01/21/2025	100304	Breeze	Invoice: 19945 (Reference: Service Area CDD.)	1,000.00	128,412.88
01/21/2025	100305	Straley Robin Vericker	Invoice: 25817 (Reference: For Professional Services Rendered Through November 30, 2024.	3,957.00	124,455.88
01/21/2025	100306	Yellowstone Landscape Inc	Invoice: 825007 (Reference: Monthly Landscape Maintenance January 2025.)	23,504.60	100,951.28
01/24/2025	100307	Breeze Connected, LLC	Invoice: 4355 (Reference: FedEx 1/6.)	16.99	100,934.29
01/27/2025	012725ACH	Duke Energy	19135 Manassas Dr - Sign Lights, Dec 3 - Jan 2	30.80	100,903.49
01/27/2025	012725ACH1	Duke Energy	3753 Tuckerton Dr - Irrigation, Dec 3 - Jan 2	30.80	100,872.69
01/27/2025	012725ACH2	Duke Energy	3444 TUCKERTON DR Dec 3 - Jan 2	30.80	100,841.89
01/27/2025	012725ACH3	Duke Energy	3869 Sunlake Blvd - Sign Irrigation, Dec 3 - Jan 2	30.80	100,811.09
01/27/2025	012725ACH4	Duke Energy	19109 Mentmore Blvd - Entry Wall Light, Dec 3 - Jan 2	30.80	100,780.29
01/27/2025	012725ACH5	Duke Energy	18108 Mentmore Blvd - Entry Light, Dec 3 - Jan 2	30.80	100,749.49
01/27/2025	012725ACH6	Duke Energy	18636 Mentmore Blvd - CH Main Buildi, Dec 3 - Jan 2	30.80	100,718.69
01/27/2025	012725ACH7	Duke Energy	3882 SUNLAKE BLVD SIGN, Dec 3 - Jan 2	30.80	100,687.89
01/27/2025	012725ACH8	Duke Energy	18230 Snowdonia Drive - Entry Light, Dec 3 - Jan 2	30.80	100,657.09
01/27/2025	012725ACH9	Duke Energy	3440 Buckinghamshire Blvd - Entry Light, Dec 3 - Jan 2	33.54	100,623.55
01/27/2025	012725ACH10	Duke Energy	18661 State Road 54, Dec 3 - Jan 2	40.70	100,582.85
01/27/2025	012725ACH11	Duke Energy	3936 Buckinghamshire Drive - Irrigation, Dec 3 - Jan 2	66.88	100,515.97
01/27/2025	012725ACH12	Duke Energy	3332 Sun Lake Blvd - Fountain, Dec 3 - Jan 2	147.28	100,368.69
01/27/2025	012725ACH13	Duke Energy	18636 Mentmore Blvd - Splash, Dec 3 - Jan 2	184.56	100,184.13
01/27/2025	012725ACH14	Duke Energy	18433 Mentmore Blvd - Irrigation, Dec 3 - Jan 2	200.95	99,983.18
01/27/2025	012725ACH15	Duke Energy	18933 Chislehurst Dr - Irrigation, Dec 3 - Jan 2	218.05	99,765.13
01/27/2025	012725ACH16	Duke Energy	19069 Lake Patience Rd - Entry Light, Dec 3 - Jan 2	30.80	99,734.33
01/27/2025	012725ACH17	Duke Energy	18552 Mentmore Blvd - Entry Light, Dec 3 - Jan 2	30.80	99,703.53
01/28/2025	100308	Suncoast Pool Service	Invoice: 10836 (Reference: Swimming Pool Service.)	2,300.00	97,403.53
01/28/2025	100309	Yellowstone Landscape Inc	Invoice: 830443 (Reference: Storm Clean Up: Remove or Stake Trees.)	1,900.00	95,503.53
01/31/2025	100310	Breeze Connected, LLC	Invoice: 4348 (Reference: Monthly management,Administration, Assessment services,finance re	291.65	95,211.88
01/31/2025	013125ACH	Bright House Networks	18636 MENTMORE BOULEVARD,01/01/2025 through 02/13/25	721.34	94,490.54
1/31/2025				100,460.00	94,490.54
02/03/2025	020325ACH	Duke Energy	Reference: 0000 Trinity Cottage Dr. Dec 10 - Jan 10	1,057.62	93,432.92
02/03/2025	020325ACH1	Duke Energy	18636 Mentmore Blvd - Clubhouse / Pool, Dec 3 - Jan 2	1,198.93	92,233.99
02/03/2025	020325ACH2	Duke Energy	18933 Mentmore Blvd - Sign Lights, Dec 3 - Jan 2	1,201.61	91,032.38
02/03/2025	100311	Pasco City Sheriff's Office Extra-Duty Det	Invoice: AR-JUL24 CONCORD (Reference: July-24.)	11,068.83	79,965.55
02/03/2025	100312	Cintas Fire 636525	Invoice: 0F32706386 (Reference: INSPECTION, ANNUAL ALARM SYSTEM,Service Charge.)	535.00	79,430.55
02/03/2025	100313	POOP 911	Invoice: CS2024 (Reference: removal of pet waste, replace can liner, and fill pick up bags	6,156.54	73,274.01
02/03/2025	100314	Grout Rhino	Invoice: 012925 (Reference: Color Seal-Almond.)	2,221.50	71,052.51
02/05/2025	020525ACH	Duke Energy	(576) 10920 STATE ROAD 54 - Sign Lights, Dec 4 - Jan 3	5,547.64	65,504.87
02/07/2025	100315	Breeze Connected, LLC	Invoice: 4388 (Reference: Dissemination-Oct-Jan.) Invoice: 4427 (Reference: Professiona	24,125.01	41,379.86
02/10/2025	100316	Straley Robin Vericker	Reference: For Professional Services Rendered Through December 31, 2024. https://clientna	6,606.65	34,773.21
02/10/2025	100317	Schoolnow	Reference: SchoolNow CDD ADA-PDF: https://clientname(FILLIN).payableslockbox.com/DocView/	1,515.00	33,258.21
02/12/2025	100318	Pasco County BOCC Fire Rescue	Invoice: 2025000352 (Reference: Inspection Type: Reinspection.)	75.00	33,183.21
02/13/2025	100319	Jessica LaBarbera	Invoice: 020325BOSMTG (Reference: BOS MTG 2-3-25.)	200.00	32,983.21
02/13/2025	100320	Fred Berdeguez	Invoice: BOSMTG020325 (Reference: BOS MTG 2-3-25.)	200.00	32,783.21
02/13/2025	100321	Kevin Wagner	Invoice: 020325BOSMTG (Reference: bos mtg 2-03-25.)	200.00	32,583.21
02/13/2025	100322	Business Observer	Invoice: 25-00108P (Reference: Legal Advertising-Meeting Notice.)	65.63	32,517.58
02/13/2025	100323	Randall W. Griffin	Invoice: BOSMTG020325 (Reference: BOS MTG 2-3-25.)	200.00	32,317.58
02/13/2025	100324	Marcela Cisternas	Invoice: 020325BOSMTG (Reference: 02/12/25.)	200.00	32,117.58
02/14/2025	021425ACH	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638, Feb 13 - Mar 12, 2025	60.33	32,057.25
02/18/2025	100325	WASTE MANAGEMENT INC.OF FLORIDA, INC.	Invoice: 1046920-1568-8 (Reference: Waste Management-Service Period: 02/01/25-02/28/25.)	120.51	31,936.74
02/18/2025	100326	Arrow Exterminators Inc	Invoice: 60506763 (Reference: Pest Control Service.)	52.00	31,884.74
02/18/2025	100327	Florida Brothers Maintenance & Repair	Invoice: 1241 (Reference: 3 days a week Janitorial Cleaning.)	1,482.00	30,402.74
02/18/2025	100328	Yellowstone Landscape Inc	Invoice: 843554 (Reference: Irrigation Inspection made on 12/23/24.)	1,000.95	29,401.79
02/19/2025	100329	Solitude Lake Management	Invoice: PS1139755 (Reference: Annual Maintenance-1/1/2025 - 2/28/2025.)	9,223.00	20,178.79
02/19/2025	100330	Tampa Print Services Inc	Invoice: 250250 (Reference: Concord Station CDD Letter-Regular Envelopes,Certificate of Ma	927.89	19,250.90
02/20/2025	100331	Suncoast Pool Service	Invoice: 10899 (Reference: Swimming Pool Service including chemical balance, debris remova	2,300.00	16,950.90
02/20/2025	100332	Fitness Logic	Invoice: 122670 (Reference: Screws,Replaced the screws on pulley selector rod on Precor FT	114.95	16,835.95
02/21/2025	100333	Fastsigns	Invoice: 265-143241 (Reference: Site Signs-Digital Vinyl Full Color -Installation.)	537.85	16,298.10
02/21/2025	022125ACH	Pasco County Utilities Services Branch	18636 MENTMORE BOULEVARD,12/17/2024 to 1/16/2025	347.43	15,950.67
02/21/2025	022125ACH1	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE,12/17/2024 to 1/16/2025	37.32	15,913.35
02/24/2025	100334	LLS Tax Solutions Inc.	Invoice: 003485 (Reference: Series 2016A-1, 2016A-2 arbitrage calculation.)	500.00	15,413.35
02/24/2025	022425ACH	Pasco County Utilities Services Branch	3662 BUCKINGHAMSHIRE DR,12/17/2024 to 1/16/2025	10.60	15,402.75
02/25/2025	100335	Business Observer	Invoice: 25-00265P (Reference: Legal Advertising-Meeting Notice-Feb25,2025.)	63.44	15,339.31
02/26/2025	022625ACH	Duke Energy	3440 Buckinghamshire Blvd - Entry Light, Jan 3 - Feb 3	30.80	15,308.51
02/26/2025	022625ACH1	Duke Energy	18636 Mentmore Blvd - Clubhouse / Pool, Jan 3 - Feb 3	941.81	14,366.70
02/26/2025	022625ACH2	Duke Energy	18230 Snowdonia Drive - Entry Light, Jan 3 - Feb 3	30.80	14,335.90
02/26/2025	022625ACH3	Duke Energy	3332 Sun Lake Blvd - Fountain, Jan 3 - Feb 3	151.89	14,184.01
02/26/2025	022625ACH4	Duke Energy	18108 Mentmore Blvd - Entry Light, Jan 3 - Feb 3	30.80	14,153.21
02/26/2025	022625ACH5	Duke Energy	19069 Lake Patience Rd - Entry Light, Jan 3 - Feb 3	30.80	14,122.41
02/26/2025	022625ACH6	Duke Energy	18433 Mentmore Blvd - Irrigation, Jan 3 - Feb 3	272.89	13,849.52
02/26/2025	022625ACH7	Duke Energy	19109 Mentmore Blvd - Entry Wall Light,Jan 3 - Feb 3	30.80	13,818.72
02/26/2025	022625ACH8	Duke Energy	18552 Mentmore Blvd - Entry Light, Jan 3 - Feb 3	30.80	13,787.92
02/26/2025	022625ACH9	Duke Energy	3753 Tuckerton Dr - Irrigation, Jan 3 - Feb 3	30.80	13,757.12
02/26/2025	022625ACH11	Duke Energy	18933 Chislehurst Dr - Irrigation, Jan 3 - Feb 3	209.51	13,547.61
02/26/2025	022625ACH12	Duke Energy	19135 Manassas Dr - Sign Lights,Jan 3 - Feb 3	30.80	13,516.81
02/26/2025	022625ACH13	Duke Energy	3936 Buckinghamshire Drive - Irrigation, Jan 3 - Feb 3	68.38	13,448.43
02/26/2025	022625ACH14	Duke Energy	18661 State Road 54,Jan 3 - Feb 3	42.89	13,405.54
02/26/2025	022625ACH15	Duke Energy	18933 Mentmore Blvd - Sign Lights, Jan 3 - Feb 3	1,196.99	12,208.55
02/26/2025	022625ACH16	Duke Energy	18636 Mentmore Blvd - CH Main Buildi, Jan 3 - Feb 3	82.86	12,125.69
02/26/2025	022625ACH17	Duke Energy	3869 Sunlake Blvd - Sign Irrigation,Jan 3 - Feb 3	30.80	12,094.89
02/26/2025	022625ACH18	Duke Energy	18636 Mentmore Blvd - Splash,Jan 3 - Feb 3	183.33	11,911.56
02/26/2025	022625ACH19	Duke Energy	Reference: 3444 TUCKERTON DR,Jan 3 - Feb 3	30.80	11,880.76
02/26/2025	022625ACH20	Duke Energy	3882 SUNLAKE BLVD SIGN, Jan 3 - Feb 3	91.55	11,789.21

02/28/2025	633	Arrow Exterminators Inc	Returned strongroom ACH 100303	52.00		11,841.21
02/28/25				52.00	82,701.33	11,841.21
02/18/2025	021825ACH	WASTE MANAGEMENT INC. OF FLORIDA, INC.	Reference: DUPLICATE BILL Waste Management-Service Period: 02/01/25-02/28/25. https://clientname		120.51	11,720.70
02/03/2025	100314	Grout Rhino	Invoice: 012925 (Reference: Color Seal-Almond.)		-2,221.50	13,942.20
03/03/2025	100336	Straley Robin Vericker	Reference: For Professional Services Rendered Through December 31, 2024. https://clientname		4,422.50	9,519.70
03/03/2025	030325ACH	Bright House Networks	18636 MENTMORE BOULEVARD, 02/14/2025 through 03/13/25		721.34	8,798.36
03/03/2025	030325ACH1	Duke Energy	(576) 10920 STATE ROAD 54 - Sign Lights, Jan 4 - Feb 4		5,547.64	3,250.72
03/05/2025			Funds Transfer	50,000.00		53,250.72
03/06/2025			Funds Transfer	1,795,772.68		1,849,023.40
03/06/2025	100338	Jessica LaBarbera.	Invoice: BOS0225225 (Reference: BOS MTG 2-25-25.) Invoice: BOSMTG21325 (Reference: BOS		400.00	1,848,623.40
03/06/2025	100339	Fred Berdeguez	Invoice: BOSMTG21325 (Reference: BOS MTG 2-13-25.)		200.00	1,848,423.40
03/06/2025	100340	Kevin Wagner	Invoice: BOSMTG21325 (Reference: BOS MTG 2-13-25.)		200.00	1,848,223.40
03/06/2025	100341	Randall W. Griffin	Invoice: BOS21325 (Reference: BOS MTG 2-13-25.)		200.00	1,848,023.40
03/06/2025	100342	Marcela Cisternas	Invoice: BOSMTG21325 (Reference: BOS MTG 2-13-25.)		200.00	1,847,823.40
03/06/2025	100337	Breeze Connected, LLC	Reference: Professional Management Services, Amenity/Field Service. https://clientname FI		21,587.54	1,826,235.86
03/07/2025	030725ACH2	Duke Energy	Reference: 0000 Trinity Cottage Dr. Jan 11 - Feb 11		1,133.22	1,825,102.64
03/10/2025	031025ACH	Concord Station CDD c/o US Bank	DS Series 2016 Tax collections due		1,804,359.84	20,742.80
03/11/2025	100343	Tampa Print Services Inc	Invoice: 250344 (Reference: Concord Station CDD Letter-Regular Envelopes, Certificate of Ma		847.89	19,894.91
03/13/2025	031325ACH	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638, Mar 13 - Apr 12, 2025		60.33	19,834.58
03/17/2025	100344	Fitness Logic	Invoice: 123059 (Reference: Quarterly General Maintenance and cleaning of all equipment -		165.00	19,669.58
03/17/2025	100345	Arrow Exterminators Inc	Invoice: 61011067 (Reference: Pest Control Service-March.)		52.00	19,617.58
03/17/2025	100346	ECS Integrations LLC	Invoice: 102377 (Reference: 50 key fobs..)		350.00	19,267.58
03/18/2025	100347	Straley Robin Vericker	Invoice: 26196 (Reference: For Professional Services Rendered Through February 28, 2025.		2,165.50	17,102.08
03/18/2025	100348	WASTE MANAGEMENT INC. OF FLORIDA, INC.	Invoice: 1061791-1568-3 (Reference: Waste Management-Service Period: 03/01/25-03/31/25.)		120.51	16,981.57
03/18/2025	031525ACH	WASTE MANAGEMENT INC. OF FLORIDA, INC.	Autopay DUPLICATE BILL Waste Management-Service Period: 03/01/25-03/31/25		120.51	16,861.06
03/19/2025	100349	Suncoast Rust Control, Inc.	Invoice: 08012 (Reference: Commercial: Monthly water treatment (iron/rust) and service fee		1,135.00	15,726.06
03/19/2025	100350	Mike Fasano Pasco County Tax Collector	Invoice: 24130982 (Reference: 2024 Solid Waste Disposal Assessment.)		1,068.25	14,657.81
03/24/2025			Funds Transfer	50,000.00		64,657.81
03/24/2025	100351	Solitude Lake Management	Invoice: PS1147972 (Reference: Annual Maintenance-3/1/2025 - 3/31/2025.)		9,223.00	55,434.81
03/24/2025	032425ACH	Pasco County Utilities Services Branch	18636 MENTMORE BOULEVARD, 1/16/2025 to 2/17/2025		266.07	55,168.74
03/24/2025	032425ACH1	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE, 1/16/2025 to 2/17/2025		10.60	55,158.14
03/25/2025	100352	Randall W. Griffin	Invoice: 022525BOSMTG (Reference: BOS MTG 2-25-25.)		200.00	54,958.14
03/25/2025	100353	Marcela Cisternas	Invoice: 022525BOSMTG (Reference: BOS MTG 2-25-25.)		200.00	54,758.14
03/25/2025	100354	Jessica LaBarbera.	Invoice: 022525BOSMTG (Reference: BOS MTG 2-25-25.)		200.00	54,558.14
03/25/2025	100355	Fred Berdeguez	Invoice: 022525BOSMTG (Reference: BOS MTG 2-25-25.)		200.00	54,358.14
03/25/2025	100356	Kevin Wagner	Invoice: 022525BOSMTG (Reference: BOS MTG 2-25-25.)		200.00	54,158.14
03/27/2025			Funds Transfer	2,000.00		52,158.14
03/28/2025	100357	Florida Brothers Maintenance & Repair	Invoice: 1250 (Reference: 3 days a week Janitorial Cleaning.)		1,482.00	50,676.14
03/28/2025	100358	Suncoast Rust Control, Inc.	Invoice: 07934 (Reference: Commercial: Monthly water treatment (iron/rust) and service fee		1,135.00	49,541.14
03/28/2025	032825ACH	Duke Energy	18108 Mentmore Blvd - Entry Light, Feb 4 - Mar 3		33.25	49,507.89
03/28/2025	032825ACH1	Duke Energy	19135 Manassas Dr - Sign Lights, Feb 4 - Mar 3		33.25	49,474.64
03/28/2025	032825ACH2	Duke Energy	18933 Chislehurst Dr - Irrigation, Feb 4 - Mar 3		364.49	49,110.15
03/28/2025	032825ACH3	Duke Energy	18230 Snowdonia Drive - Entry Light, Feb 4 - Mar 3		33.25	49,076.90
03/28/2025	032825ACH4	Duke Energy	3753 Tuckerton Dr - Irrigation, Feb 4 - Mar 3		33.25	49,043.65
03/28/2025	032825ACH5	Duke Energy	18636 Mentmore Blvd - Clubhouse / Pool, Feb 4 - Mar 3		1,347.07	47,696.58
03/28/2025	032825ACH6	Duke Energy	3440 Buckinghamshire Blvd - Entry Light, Feb 4 - Mar 3		33.25	47,663.33
03/28/2025	032825ACH7	Duke Energy	3882 SUNLAKE BLVD SIGN, Feb 4 - Mar 3		190.98	47,472.35
03/28/2025	032825ACH8	Duke Energy	Reference: 3444 TUCKERTON DR, Feb 4 - Mar 3		33.25	47,439.10
03/28/2025	032825ACH9	Duke Energy	18636 Mentmore Blvd - Splash, Feb 4 - Mar 3		222.11	47,216.99
03/28/2025	032825ACH10	Duke Energy	3869 Sunlake Blvd - Sign Irrigation, Feb 4 - Mar 3		33.25	47,183.74
03/28/2025	032825ACH11	Duke Energy	18552 Mentmore Blvd - Entry Light, Feb 4 - Mar 3		33.25	47,150.49
03/28/2025	032825ACH12	Duke Energy	18638 Mentmore Blvd - CH Main Build, Feb 4 - Mar 3		33.25	47,117.24
03/28/2025	032825ACH13	Duke Energy	19109 Mentmore Blvd - Entry Wall Light, Feb 4 - Mar 3		33.24	47,084.00
03/28/2025	032825ACH14	Duke Energy	18933 Mentmore Blvd - Sign Lights, Feb 4 - Mar 3		1,446.60	45,637.40
03/28/2025	032825ACH15	Duke Energy	18433 Mentmore Blvd - Irrigation, Feb 4 - Mar 3		357.11	45,280.29
03/28/2025	032825ACH16	Duke Energy	18661 State Road 54, Feb 4 - Mar 3		46.98	45,233.31
03/28/2025	032825ACH17	Duke Energy	19069 Lake Patience Rd - Entry Light, Feb 4 - Mar 3		33.25	45,200.06
03/28/2025	032825ACH18	Duke Energy	3936 Buckinghamshire Drive - Irrigation, Feb 4 - Mar 3		77.05	45,123.01
03/31/25				1,895,772.68	1,862,490.88	45,123.01
04/01/2025	040125ACH	Bright House Networks	18636 MENTMORE BOULEVARD, 03/14/2025 through 04/13/2025		721.34	44,401.67
04/02/2025	100360	ECS Integrations LLC	Invoice: 102397 (Reference: The screws for the rex button were loose causing it to come ap		225.00	44,176.67
04/04/2025	040425ACH	Duke Energy	3332 Sun Lake Blvd - Fountain, Feb 4 - Mar 3		166.84	44,009.83
04/04/2025	100361	Suncoast Pool Service	Invoice: 10957 (Reference: Swimming Pool Service including chemical balance, debris remova		2,300.00	41,709.83
04/07/2025	040725ACH	Duke Energy	Billing in March 2025		13,997.48	27,712.35
04/07/2025	100362	Arrow Exterminators Inc	Invoice: 61503346 (Reference: Pest Control Service-April.)		52.00	27,660.35
04/07/2025	100363	RedTree Landscape Systems	Invoice: 21229 (Reference: Irrigation repairs were performed as follows on 02/06/2025 - 38		574.54	27,085.81
04/07/2025	100364	Cintas Fire 636525	Invoice: 0F32713768 (Reference: CITY INSPECTION SUBMITTAL FEE SPRINKLER TEST & INSPECTION		270.45	26,815.36
04/08/2025	100365	ECS Integrations LLC	Invoice: 102445 (Reference: Camera Management Access Management of CDVI.)		750.00	26,065.36
04/09/2025	100366	Randall W. Griffin	Invoice: 033125bosmtg (Reference: 3-31-25 bos mtg.)		200.00	25,865.36
04/09/2025	100367	Marcela Cisternas	Invoice: 033125bosmtg (Reference: 3-31-25 bos mtg.)		200.00	25,665.36
04/09/2025	100369	Fred Berdeguez	Invoice: 033125bosmtg (Reference: 3-31-25 bos mtg.)		200.00	25,465.36
04/09/2025	100370-1	Kevin Wagner	Reference: 03/31/25 BOS MTG. https://clientname(FILLIN).payableslockbox.com/DocView/Invoi		200.00	25,265.36
04/14/2025	041425ACH	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638, Apr 13 - May 12, 2025		60.33	25,205.03
04/22/2025	042225WIRE	Grout Rhino	Reference: Color Seal-Almond. https://clientname(FILLIN).payableslockbox.com/DocView/Invo		2,221.50	22,983.53
04/23/2025	042325ACH	Pasco County Utilities Services Branch	18636 MENTMORE BOULEVARD, 2/17/2025 to 3/19/2025		396.35	22,587.18
04/23/2025	042325ACH1	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE, 2/17/2025 to 3/19/2025		10.60	22,576.58
04/25/2025			Funds Transfer to fund operating account	120,000.00		142,576.58
04/28/2025	042825ACH	Duke Energy	3440 Buckinghamshire Blvd - Entry Light, Mar 3 -Apr 2		33.25	142,543.33
04/28/2025	042825ACH1	Duke Energy	18636 Mentmore Blvd - Clubhouse / Pool, Mar 3 -Apr 2		1,894.92	140,648.41
04/28/2025	042825ACH2	Duke Energy	18230 Snowdonia Drive - Entry Light, Mar 3 -Apr 2		33.25	140,615.16
04/28/2025	042825ACH3	Duke Energy	3332 Sun Lake Blvd - Fountain, Mar 3 -Apr 2		332.34	140,282.82
04/28/2025	042825ACH4	Duke Energy	18108 Mentmore Blvd - Entry Light, Mar 3 -Apr 2		33.25	140,249.57
04/28/2025	042825ACH5	Duke Energy	19069 Lake Patience Rd - Entry Light, Mar 3 -Apr 2		33.25	140,216.32
04/28/2025	042825ACH6	Duke Energy	18433 Mentmore Blvd - Irrigation, Mar 3 -Apr 2		261.15	139,935.17
04/28/2025	042825ACH7	Duke Energy	19109 Mentmore Blvd - Entry Wall Light, Mar 3 -Apr 2		33.24	139,901.93
04/28/2025	042825ACH8	Duke Energy	18552 Mentmore Blvd - Entry Light, Mar 3 -Apr 2		33.25	139,868.68
04/28/2025	042825ACH9	Duke Energy	3753 Tuckerton Dr - Irrigation, Mar 3 -Apr 2		40.87	139,827.81
04/28/2025	042825ACH10	Duke Energy	18933 Chislehurst Dr - Irrigation, Mar 3 -Apr 2		75.80	139,752.01
04/28/2025	042825ACH11	Duke Energy	19135 Manassas Dr - Sign Lights, Mar 3 -Apr 2		33.25	139,718.76
04/28/2025	042825ACH12	Duke Energy	3936 Buckinghamshire Drive - Irrigation, Mar 3 -Apr 2		78.84	139,639.92
04/28/2025	042825ACH13	Duke Energy	18661 State Road 54, Mar 3 -Apr 2		47.34	139,592.58
04/28/2025	042825ACH14	Duke Energy	18933 Mentmore Blvd - Sign Lights, Mar 3 -Apr 2		1,441.65	138,150.93
04/28/2025	042825ACH15	Duke Energy	18636 Mentmore Blvd - CH Main Build, Mar 3 -Apr 2		33.25	138,117.68

04/28/2025	042825ACH16	Duke Energy	3869 Sunlake Blvd - Sign Irrigation,Mar 3 -Apr 2	33.24	138,084.44
04/28/2025	042825ACH17	Duke Energy	18636 Mentmore Blvd - Splash,Mar 3 -Apr 2	241.37	137,843.07
04/28/2025	042825ACH18	Duke Energy	Reference: 3444 TUCKERTON DR,Mar 3 -Apr 2	33.25	137,809.82
04/28/2025	042825ACH19	Duke Energy	3882 SUNLAKE BLVD SIGN, Mar 3 -Apr 2	75.25	137,734.57

04/30/25				120,000.00	27,388.44	137,734.57
5/1/25	5/1/25	Bright House Networks	18636 MENTMORE BOULEVARD, 4/13/-5/13/25		728.05	137,006.52
5/1/25	9997	Pasco County Property Appraiser	Reference: Annual renewal fee. https://clientname(FILLIN).payableslockbox.com/DocView/InvoiceVi...		150.00	136,856.52
5/8/25	9997	Jessica LaBarbera.	Reference: BOS MTG 05/08/25		200.00	136,656.52
5/8/25	9998	Randall W. Griffin	Reference: BOS MTG 05/08/25		200.00	136,456.52
5/8/25	9997	Fred Berdeguez	Reference: BOS MTG 05/08/25		200.00	136,256.52
5/8/25	9998	Marcela Cisternas	Reference: BOS MTG 05/08/25		200.00	136,056.52
5/12/25			Funds Transfer	657.21		136,713.73
5/14/25	5/14/25	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638, May		60.33	136,653.40
5/21/25	5/21/25	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE,April - May		77.45	136,575.95
5/21/25	5/21/25	Pasco County Utilities Services Branch	18636 MENTMORE BOULEVARD, April May		663.40	135,912.55
5/21/25	5/21/25	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE, April - May		25.24	135,887.31
5/23/25			Funds Transfer	23,252.95		159,140.26
5/29/25	5/29/25	Duke Energy	3882 SUNLAKE BLVD SIGN, May		92.52	159,047.74
5/29/25	5/29/25	Duke Energy	Reference: 3444 TUCKERTON DR, May		33.25	159,014.49
5/29/25	5/29/25	Duke Energy	18636 Mentmore Blvd - Splash, May		269.09	158,745.40
5/29/25	5/29/25	Duke Energy	3869 Sunlake Blvd - Sign Irrigation, May		33.24	158,712.16
5/29/25	5/29/25	Duke Energy	18636 Mentmore Blvd - CH Main Buildi, May		33.26	158,678.90
5/29/25	5/29/25	Duke Energy	18933 Mentmore Blvd - Sign Lights, May		1,446.59	157,232.31
5/29/25	5/29/25	Duke Energy	18661 State Road 54, May		68.94	157,163.37
5/29/25	5/29/25	Duke Energy	3936 Buckinghamshire Drive - Irrigation, May		81.00	157,082.37
5/29/25	5/29/25	Duke Energy	19135 Manassas Dr - Sign Lights, May		33.26	157,049.11
5/29/25	5/29/25	Duke Energy	18933 Chislehurst Dr - Irrigation, May		45.01	157,004.10
5/29/25	5/29/25	Duke Energy	3753 Tuckerton Dr - Irrigation, May		33.25	156,970.85
5/29/25	5/29/25	Duke Energy	18552 Mentmore Blvd - Entry Light , May		33.25	156,937.60
5/29/25	5/29/25	Duke Energy	19109 Mentmore Blvd - Entry Wall Light, May		33.24	156,904.36
5/29/25	5/29/25	Duke Energy	18433 Mentmore Blvd - Irrigation, May		290.33	156,614.03
5/29/25	5/29/25	Duke Energy	19069 Lake Patience Rd - Entry Light, May		33.25	156,580.78
5/29/25	5/29/25	Duke Energy	18108 Mentmore Blvd - Entry Light, May		33.25	156,547.53
5/29/25	5/29/25	Duke Energy	3332 Sun Lake Blvd - Fountain May		240.83	156,306.70
5/29/25	5/29/25	Duke Energy	18230 Snowdonia Drive - Entry Light, May		33.25	156,273.45
5/29/25	5/29/25	Duke Energy	18636 Mentmore Blvd - Clubhouse / Pool, May		2,000.80	154,272.65
5/29/25	5/29/25	Duke Energy	3440 Buckinghamshire Blvd - Entry Light, May		33.25	154,239.40
5/29/25			Funds Transfer		2,273,885.46	(2,119,646.06)
5/31/25			Funds Transfer	2,223,432.94		103,786.88
5/31/25				2247343.1	2281290.79	103786.88

New Check Register for New Southstate Account

6/4/25	ACH 6/9/25	ECS Integrations LLC	50 Key Fobs		350.00	332,595.92
6/4/25		1012 Randall W. Griffin	Reference: BOS MTG 05/28/25 Budget Workshop		200.00	332,045.92
6/4/25		1011 Randall W. Griffin	Reference: BOS MTG 05/08/25.		200.00	331,845.92
6/4/25		1013 Jessica LaBarbera.	Reference: BOS MTG 05/8/25.		200.00	331,645.92
6/4/25		1014 Jessica LaBarbera.	Reference: BOS MTG 05/28/25 Budget Workshop		200.00	331,445.92
6/4/25		1015 Kevin Wagner	Reference: BOS MTG 05/28/25. Budget workshop		200.00	331,245.92
6/4/25		1016 Fred Berdeguez	Reference: BOS MTG 05/08/25.		200.00	331,045.92
6/4/25		1017 Fred Berdeguez	Reference: BOS MTG 05/28/25. Budget Workshop		200.00	330,845.92
6/4/25		1018 Marcela Cisternas	Reference: BOS MTG 05/08/25.		200.00	330,645.92
6/4/25		1019 Marcela Cisternas	Reference: BOS MTG 05/28/25 Budget Workshop		200.00	330,445.92
6/4/25	6/4/25	Heartland Payroll	Payroll 6/4/25		6,927.98	323,517.94
6/4/25	6/4/25	Heartland Payroll	Payroll 6/4/25		2,108.35	321,409.59
6/4/25			Deposit	1,600.00		323,009.59
6/5/25	6/5/25	Bright House Networks	18636 MENTMORE BOULEVARD, 4/13/-5/13/25		728.69	322,280.90
6/10/25		1021 Sliderenu Service, LLC	Concord clubhouse splash pad repair		9,760.00	312,520.90
6/10/25		1022 Javier Magria	Reimbursement for Javier		106.50	312,414.40
6/10/25		1023 Jennifer Cain	Reimbursement		113.85	312,300.55
6/11/25		1024 Pasco Cty Sheriff's Office Extra-Duty Det			71,259.54	241,041.01
6/13/25			Funds Transfer		7,000.00	234,041.01
6/16/25	6/16/25	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638, June		60.33	233,980.68
6/17/25	6/17/25	Heartland Payroll	Payroll 6/17/25		8,667.97	225,312.71
6/17/25	6/17/25	Heartland Payroll	Payroll 6/17/25		1,932.15	223,380.56
6/18/25	6/18/25	WASTE MANAGEMENTINC.OF FLORIDA,	Waste Management-Service Period: 06/1/25-6/30/25		120.51	223,260.05
6/18/25	6/18/25	Heartland Payroll	Payroll 6/18/25		162.00	223,098.05
6/18/25			Service Charge		321.16	222,776.89
6/26/25		10001 Javier Magria	Reimbursement for Javier		1,243.17	221,533.72
6/26/25	6/256/25	Heartland Payroll	Payroll 6/26/25		57.25	221,476.47
6/26/25	6/26/25	Heartland Payroll	Payroll 6/26/25		205.96	221,270.51
6/27/25	6/27/25	Duke Energy	19109 Mentmore Blvd - Entry Wall Light, June		33.24	221,237.27
6/27/25	6/27/25	Duke Energy	Reference: 3444 TUCKERTON DR, June		33.25	221,204.02
6/27/25	6/27/25	Duke Energy	3869 Sunlake Blvd - Sign Irrigation, June		33.25	221,170.77
6/27/25	6/27/25	Duke Energy	3753 Tuckerton Dr - Irrigation, May		33.25	221,137.52
6/27/25	6/27/25	Duke Energy	18552 Mentmore Blvd - Entry Light , June		33.25	221,104.27
6/27/25	6/27/25	Duke Energy	19069 Lake Patience Rd - Entry Light, June		33.25	221,071.02
6/27/25	6/27/25	Duke Energy	18108 Mentmore Blvd - Entry Light, June		33.25	221,037.77
6/27/25	6/27/25	Duke Energy	3440 Buckinghamshire Blvd - Entry Light, June		33.25	221,004.52
6/27/25	6/27/25	Duke Energy	19135 Manassas Dr - Sign Lights, June		33.26	220,971.26
6/27/25	6/27/25	Duke Energy	18933 Chislehurst Dr - Irrigation, June		44.11	220,927.15
6/27/25	6/27/25	Duke Energy	3936 Buckinghamshire Drive - Irrigation, June		85.32	220,841.83
6/27/25	6/27/25	Duke Energy	3882 SUNLAKE BLVD SIGN, June		94.69	220,747.14
6/27/25	6/27/25	Duke Energy	18661 State Road 54, June		100.27	220,646.87
6/27/25	6/27/25	Duke Energy	18636 Mentmore Blvd - CH Main Buildi, June		151.74	220,495.13
6/27/25	6/27/25	Duke Energy	3332 Sun Lake Blvd - Fountain June		245.89	220,249.24
6/27/25	6/27/25	Duke Energy	18433 Mentmore Blvd - Irrigation, June		267.80	219,981.44
6/27/25	6/27/25	Duke Energy	18636 Mentmore Blvd - Splash, June		301.68	219,679.76
6/27/25	6/27/25	Duke Energy	18933 Mentmore Blvd - Sign Lights, June		1,446.59	218,233.17
6/30/25				1,600.00	115,962.75	218,233.17

EXHIBIT 11

[RETURN TO AGENDA](#)



**MINUTES OF 07/10/2025 REGULAR MEETING
CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT**

The Regular Meeting of the Board of Supervisors of the Concord Station Community Development District was held Thursday, July 10, 2025 at 1:30 p.m. at the Concord Station Amenity Center, 18636 Mentmore Blvd., Land O’Lakes, Florida 34638. The public was able to listen and/or participate in-person or live via Teams conference.

I. Call to Order / Roll Call

The meeting was called to order by Ms. Thibault. Roll was called and a quorum was confirmed with the following

Supervisors present:

Jessica LaBarbera (*via conference*) Board of Supervisors, Chairman
Randall Griffin..... Board of Supervisors, Vice Chairman
Kevin Wagner Board of Supervisors, Assistant Secretary
Marcela Cisternas Board of Supervisors, Assistant Secretary

Also present were:

Patricia Thibault District Manager, Anchor Stone Management
Anna Lyalina District Finance, Anchor Stone Management
Bethany Drake Amenity Manager, Concord Station CDD
Mark Lookanan Maintenance Manager, Concord Station CDD
Danny Hernandez Amenity Supervisor, Concord Station CDD
Lindsay Moczynski Kilinski / Van Wyk Law Firm
Meredith Hammock (*via conference*) Kilinski / Van Wyk Law Firm
Greg Woodcock District Engineer, Stantec

Opening Remarks and Attendance Notes

Ms. Thibault officially called the Meeting to order after confirming that quorum had been established. Present in person were Vice Chairman Griffin, Supervisor Wagner, Supervisor Cisternas, and Chairwoman LaBarbera via conference of the Board of Supervisors. Also present were District Management Staff, District Counsel, and Amenity Team members.

II. Audience Comments – (limited to 3 minutes per individual on agenda items)

An initial inquiry was made by a Resident asking if non-agenda items could be addressed. Ms. Thibault clarified that only agenda-related comments would be accepted at this time, with general comments held until the end. However, the Board was amenable to allowing an early comment regarding an urgent resident concern.

A resident, Mr. Valencic of 3878 Wellingborough Court in the Retreat section, expressed serious concerns about large trees planted along Sunlake Boulevard adjacent to his and neighboring properties. Mr. Valencic noted that the trees, which appear to be CDD-owned pin oaks, were planted too close to the homes and the white vinyl fence. He explained that the roots were already encroaching under his foundation, potentially causing structural damage. Supporting photographs had been submitted by his wife, and he reiterated the danger posed by the trees, emphasizing their inappropriate placement and substantial root systems.

Mr. Valencic added that RedTree had previously trimmed the trees but had since stated it was no longer their responsibility. He stated that despite homeowner trimming efforts, the underlying issue of root encroachment remained unaddressed.

District Staff clarified that while residents may trim tree parts encroaching on their property, they may not disturb tree roots located on district property. District Engineer Mr. Woodcock assured the Board that he would review the development’s approved landscape plans to determine whether the trees were mandated plantings under county guidelines. If the trees were part of the Development of Regional Impact (DRI) landscape plan, removal would likely require replanting or mitigation with alternative species.

Landscape contractor Mr. Lucadano, a certified arborist with RedTree, was introduced and offered short-term and long-term mitigation options. These included root pruning, installing root barriers, and crown cleaning to reduce structural risk and improve tree form. He noted that although root barriers could slow further intrusion, large roots already extending under the homes might continue to pose a problem. Excessive root removal could jeopardize home foundations, and complete tree removal, if allowed, might be the most effective long-term solution.

Chairwoman LaBarbera and other board members agreed that a two-part approach would be prudent:

Mr. Woodcock would research the original development and landscape plans to determine compliance obligations.

Mr. Lucadano would conduct a site visit and assessment of the specific trees affecting the properties.

Mr. Valencic asked to be present during Pete's visit and offered his contact number, which was advised against by District Counsel Ms. Hammock due to public record considerations. The affected neighbors, including one across the street from Mr. Valencic, also shared their concerns and thanked the Board for their willingness to consider immediate investigation.

III. Professional Vendor Presentations & Updates

A. Deputy Update: Pasco County Sheriff's Office (PCSO)

B. Solitude Lake Management

1. Waterway Inspection Report

Mr. White and Mr. Wilson presented the monthly inspection report, which had been expanded from 10 to 19 pond site visits to provide better oversight.

Key findings included:

- A tree had fallen at Site W-17, a wetland area, and landed on district infrastructure. The team recommended its prompt removal, especially in light of forecasted rain.
- Overall pond conditions were satisfactory, with vegetation observed to be predominantly beneficial native species such as wall sedge and side rush, which support pond health by stabilizing soil and filtering nutrients.

2. Wetlands & Lake Shoreline Emergent Growth Treatment, Weed, and Trash Removal

Resident concerns were raised regarding Pond W-33, with complaints about overgrown vegetation and general aesthetics. The field team confirmed the presence of beneficial plants and explained that while they may appear unkempt, these plants are often required for ecological balance. However, at the Board's request, the team committed to inspecting W-33 again and including it in the following month's report with photos and plant assessments.

A brief discussion followed about balancing the need for visual appeal with the biological integrity of the ponds. The Board clarified that while trimming beneficial vegetation might be possible, such actions should only be taken if they would not harm the pond's ecological function.

C. RedTree Landscape Systems Maintenance Report

The field team then engaged the Board in a follow-up discussion from the prior meeting regarding the district's landscape maintenance contract. They expressed a willingness to revisit contract pricing or explore value-added or reduced services, depending on community needs and budget constraints.

Chairwoman LaBarbera and other board members reiterated that while the contract had been consolidated earlier in the year into one agreement, the Board would welcome recommendations on either enhancing or reducing services. The team agreed to prepare potential service-level modifications, both upgrades and downgrades, for presentation at the next meeting, including the implications of each on budget and performance.

Mr. Lucadano provided an update on tree maintenance, moss removal, and mowing efforts.

Key points included:

- Completion of hardwood tree pruning and most palm booting at the amenity center.

- Moss removal efforts improved due to better weather conditions.
- Tree crown cleaning and mowing efforts were discussed as part of an ongoing strategy to reduce debris and improve aesthetics.

The Board requested RedTree prioritize pruning along Sunlake Boulevard and Mentmore Drive, especially areas with low-hanging limbs or heavy moss buildup. Mr. Lucadano agreed to extract the relevant section from an existing tree proposal and present it at the next meeting.

Chairwoman LaBarbera and board members voiced concerns about mowing inconsistencies, especially in pocket parks and fields like those on Tuckerton and Trilby, where unmowed areas had prompted resident complaints.

Mr. Lucadano explained that summer rains and saturated grounds had caused significant delays, especially during the shortened Fourth of July week. The company sometimes supplemented with Saturday crews to catch up. He reiterated that wet grass dulls mower blades and damages turf, necessitating judgment calls to avoid compounding damage.

Chairwoman LaBarbera pressed for more transparency and accountability, requesting a published mowing schedule to help the Board track services and respond to resident concerns. Mr. Lucadano explained that while a fixed schedule is challenged by weather variability, the crews operate on a consistent rotation aimed at covering the full district weekly.

The Board also highlighted inconsistencies in field trimming near soccer goals, and Mr. Lucadano confirmed that work had been done that day and additional notes would be taken to ensure better consistency.

The discussion concluded with a reiteration of the importance of regular maintenance and open communication between RedTree and the Board. RedTree agreed to provide a draft schedule and to continue coordinating closely with staff.

The Board returned to discussion regarding a tot lot that had recently been mowed and maintained. There was initial confusion from the HOA, which believed the maintenance had been conducted by Yellowstone Landscaping, as they had historically provided that service. However, it was clarified that the work had actually been performed by RedTree, the CDD's landscaping contractor, after a request from Chairwoman LaBarbera. RedTree responded promptly to the request, performing the mowing and edging by the following morning.

It was noted that the HOA had recently solicited and received a quote from RedTree but found it too high and ultimately opted to reengage Yellowstone, who agreed to continue servicing just that lot. As a result, the Board agreed that RedTree's field resources should be allocated to other priority areas and not used to service the HOA-maintained tot lot.

Chairwoman LaBarbera then raised the question of irrigation servicing the tot lot area. Staff clarified that the irrigation system feeding that area was connected to the CDD's system and that this connection might no longer be appropriate now that the tot lot is no longer a district-maintained property.

It was further disclosed that the HOA had recently voted to remove the tot lot equipment, fencing, and mulch, and to repurpose the space with pavers, picnic tables, and potentially a gazebo. Additionally, the HOA intends to convert a portion of the swale into a temporary gravel parking area, with plans to eventually pave it with asphalt. These plans raised concerns about existing irrigation lines under the area and the potential complications of future maintenance if lines are paved over.

District staff advised that if the irrigation lines remained active, they should be capped at the last set of valves to avoid the CDD inadvertently irrigating non-district (HOA) property. It was agreed that the most prudent course of action would be to cap the lines, discontinue irrigation, and cease mowing in that area, reserving the option to reverse the decision should the CDD ever assume ownership of the parcel.

District counsel added that since the area is private property, irrigation lines would not be formally marked or protected during construction. If the HOA proceeds with paving, any damage to underground lines would likely necessitate reactive repair at the district's expense unless preemptively addressed.

The Board reached consensus to cap the irrigation lines and discontinue mowing, aligning district maintenance responsibilities with property ownership and ensuring public funds are not spent on private property.

1. **Consideration of Proposal for Downed Tree in Wellington - \$700**

The Board was informed that a tree between Mentmore and Padaca had been successfully removed for a cost of \$455. The work had already been completed. There was brief joking commentary about whether the service could have been provided at no cost, given the Board had just approved a \$10,000 authorization for irrigation work, but no formal objections were raised.

2. **Discussion of Irrigation Project Status**

The Board received an update on the ongoing irrigation system mapping and restoration project. Staff reported significant progress, including the compilation of a comprehensive irrigation map that documents every valve discovered so far, including their functional status and photographic documentation. A total of approximately 15 to 17 valves were now operational across the clubhouse front, fence line, and areas surrounding the courts.

One area behind the pool remained non-functional, but due to budget constraints, further investigation had not yet occurred. The Board was presented with a detailed paper map, showing controller zones and valve types, including rotor, spray, bubbler, and drip systems, distinguished by coding annotations.

The field manager explained that they had reached the \$5,000 spending limit previously authorized by the Board and requested approval for additional funding to continue the system restoration, recommending a new “not to exceed” authorization of \$10,000. This amount would allow for further restoration efforts down Dunstable Drive and eventually into the Mentmore and Boundary areas.

The work would include replacing outdated battery-operated nodes with decoder-controlled valves, performing permanent repairs, and continuing documentation for transparency and accountability. Staff emphasized that much of this effort was required due to the prior contractor's inadequate work and the district's previous expenditures exceeding \$50,000 for a system that had never fully functioned.

Board members reviewed the physical progress on-site and expressed a cautious willingness to proceed, noting lingering frustrations over previous contractors and underscoring the importance of trust and transparency in the current vendor relationship. Vice Chair Griffin stated that despite the history, the present team had demonstrated credibility, and supporting the continuation of the project was in the district's best interest.

A motion was made and unanimously approved to authorize up to \$10,000 for continued irrigation system restoration. The Board conditioned this approval on the inclusion of a Google Earth-style visual in the final proposal that clearly delineates the service areas addressed by this expenditure.

On a MOTION by Supervisor Wagner, SECONDED by Supervisor Cisternas, WITH ALL IN FAVOR, the Board authorized up to \$10,000 for the continued restoration of the irrigation system, for the Concord Station Community Development District.

D. District Engineering Report: Stantec Project Manager – Greg Woodcock

1. **Update: Pond Bank Repair Status**

The District Engineer provided updates on several pond bank and erosion-related repairs. The contractor scheduled to conduct the operation and maintenance work should begin within two to three weeks, depending on rainfall. The same contractor who successfully completed the Lutterworth pond repairs will be used.

Two severely eroded pond areas were reinforced with riprap. The proposal for this work was not yet available, and ratification will be presented at the next meeting.

Chairwoman LaBarbera shared that the resident whose property had been impacted sent a highly complementary email, expressing appreciation for the district's swift response and thorough repair work.

2. **Ratification of Emergency Pond Bank Repair – Lutterworth-\$1,950**

Two small erosion areas originally thought to be stable had worsened. Emergency repair work was completed using soil compaction and sod placement. The Board voted unanimously to ratify the emergency expenditure of \$1,950 for this work.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Wagner, WITH ALL IN FAVOR, the Board approved the expenditure of \$1,950 for emergency pond bank repair at Lutterworth, for the Concord Station Community Development District.

E. District Counsel: Kilinski Van Wyk

1. Discussion of Pool Incident

The District Counsel, Ms. Hammock, introduced the next topic, a sensitive issue involving an incident at the district's pool and splash pad facilities. Former district staff members observed a young male resident engaging in behavior that included indecent exposure and potentially aggressive actions. The conduct reportedly occurred on multiple occasions and fell within the scope of both criminal and amenity rule violations.

Based on the nature of the behavior and its potential to compromise public safety and welfare, District Counsel recommended a temporary suspension of the individual's access to district amenities, specifically the pool area. The suspension would apply only to the individual, not their entire household, and would be effective until the next regularly scheduled Board meeting.

Counsel emphasized that:

The district's amenity rules allow for suspension due to behaviors deemed dangerous or improper. An appeal process is in place, and the individual or their family has the right to present mitigating information at a public hearing.

If no appeal is submitted, the Board must still formally vote on whether to uphold or terminate the suspension.

Health or disability-related conditions should not be part of the district's deliberations unless voluntarily disclosed by the individual or family as part of an appeal.

Supervisor Cisternas requested clarification on the incident, as she had not been fully briefed. Counsel offered to provide details off the record following the meeting. It was agreed that the formal vote on the suspension would be tabled until later in the meeting, pending further discussion.

The Board temporarily moved to agenda item V.A.1. and subsequently revisited this item.

The conversation transitioned back to a previously tabled discussion regarding a recent incident involving a minor at the amenity center pool. A board member recommended the temporary suspension of the individual's access privileges pending an appeal hearing at the next board meeting. It was noted that access would need to be limited specifically to the individual and not affect their entire household, recognizing the common issue that amenity access fobs are assigned per household, not per person.

District Counsel Ms. Hammock explained that if the board voted to suspend the individual, enforcement would require that the suspended person not be permitted to access any amenity areas. Any household member who knowingly allowed the individual to accompany them to restricted areas would also be in violation of district policy and subject to suspension.

A discussion followed regarding whether to narrowly suspend access to specific areas such as the pool or splash pad, or to simplify enforcement by suspending access to the entire amenity center. The consensus emerged that a full suspension of amenity access for the individual in question would be more practical and enforceable.

Ms. Hammock noted that this approach would be consistent with the board's authority and that template suspension letters from other districts could be adapted for use here. A motion was made and seconded to temporarily suspend the individual's amenity privileges pending the appeal. The motion passed unanimously.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Wagner, WITH ALL IN FAVOR, the Board approved the suspension of the resident's access, pending a hearing at the next board meeting, for the Concord Station Community Development District.

2. Consideration of Gator Removal Policy

Counsel then introduced Exhibit 6, a proposed policy codifying the district's procedure for nuisance alligator removal. While residents currently may contact the Florida Wildlife Commission's SNAP program for nuisance gators on private property, the proposed policy would authorize only the District Manager, Chairperson, or Vice Chairperson to approve gator removals on district property.

There was discussion about the criteria for approving removal, particularly the distinction between perceived threat and actual aggression. It was clarified that FWC makes a preliminary assessment, and the district's role is simply to authorize removal when appropriate based on resident reports and size/aggression indicators.

Chairwoman LaBarbera clarified that the policy should align precisely with the Florida Fish and Wildlife Conservation Commission (FWC) guidelines, emphasizing that FWC does not relocate alligators, it euthanizes them once removed, particularly those measuring four feet or more and deemed a threat.

District Counsel advised caution in stating that "all gators will be euthanized," noting that there have been rare cases, such as one in nearby Pasco County, where gators were reportedly relocated. However, the official FWC stance is clear: relocation is not typical, and the public should be made aware that euthanasia is the standard procedure. The consensus was to avoid definitive statements in the policy and instead provide a link to the FWC's official site, allowing residents to read the current guidelines directly.

The policy further stipulates that the district manager, chairperson, or vice-chairperson is authorized to initiate a removal request when a gator is reported on CDD property and is perceived by a resident to pose a threat to people, pets, or property. There was some concern about over-reporting or abuse of this policy based on subjective fear rather than objective threat. Still, the Board concluded that the district must prioritize resident safety and maintain consistent standards across all incidents.

Chairwoman LaBarbera acknowledged the difficult balance between wildlife preservation and resident safety. Board Member Wagner expressed personal reluctance about unnecessary euthanasia, recounting that a familiar gator in one of the community's ponds had never caused harm despite regularly being seen near residents. Nonetheless, the Board agreed that even one incident would be unacceptable, and the district's responsibility was to protect the community, not wildlife. A motion to adopt the alligator removal policy as presented was made, seconded, and passed unanimously.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Wagner, WITH ALL IN FAVOR, the Board adopted the Gator Removal Policy, for the Concord Station Community Development District.

The Board also requested that a link to the policy be placed prominently on the district's website, and considered including gator safety tips in an upcoming resident newsletter. It was noted that one resident had repeatedly fed a gator despite warnings from FWC. Counsel advised that any educational outreach should come from FWC directly and not the district to avoid liability. A suggestion was made to coordinate a safety seminar with FWC and law enforcement, potentially around back-to-school season. This event could also include information on scooters, electric bikes, and pedestrian safety for children.

District Counsel noted that if such an event is sponsored or organized by the district and a quorum of board members is present, it must be properly noticed as a public meeting. Chairwoman LaBarbera confirmed she would work with district management to coordinate with FWC and arrange for public notice if the idea materializes.

287
288 **3. Discussion of Human Resources Attorney - Sniffen & Spellman**

289 District Counsel then presented Exhibit 7, proposing that the Board engage the law firm Sniffen &
290 Spellman, P.A. to serve as human resources counsel. This recommendation was prompted by the district's recent
291 transition to employing staff directly, an uncommon but not unprecedented model for CDDs. Because of the
292 legal nuances surrounding direct employment, especially regarding labor regulations, internal complaints,
293 payment standards, and liability, it was strongly advised that the district retain a specialized HR law firm to
294 guide policy development and mitigate risk.

295 Sniffen & Spellman is based in Tallahassee and has previously worked with the district's legal counsel on
296 complex federal employment litigation. Their expertise includes public sector employment law, and they are
297 well-positioned to provide tailored advice on employee handbooks, roles and responsibilities, disciplinary
298 procedures, and compliance with federal and state labor regulations.

299 Counsel explained that there would be no retainer fee; the district would only incur charges when tasks are
300 assigned. An initial scope of work would likely include a review or revision of current employment policies,
301 especially those inherited from previous district management.

302 Board members debated whether the district's existing management service provider (Heartland) already
303 provided a sufficient employee policy manual. It was acknowledged that Heartland's policies might be overly
304 generalized, and that legal review to customize these policies for Concord Station could be beneficial. Several
305 board members favored a compromise in which Sniffen & Spellman would begin by reviewing existing
306 documentation and suggesting specific updates, rather than drafting entirely new manuals.

307 Supervisor Cisternas raised the issue of procedural fairness, suggesting that the Board consider comparing
308 at least two HR law firms before proceeding. However, it was noted that an emerging personnel matter may
309 require immediate legal counsel. Given this urgency and the firm recommendation from district counsel, the
310 Board chose to proceed without seeking additional proposals.

311 District Counsel clarified that the firm offers discounted CDD hourly rates and has no conflict of interest
312 in representing the district. She added that the attorneys most likely to handle Concord Station's needs would
313 be Robert Sniffen and Mitch Herring, both of whom have extensive experience in municipal employment law.
314 A motion to engage Sniffen & Spellman, P.A. as human resources counsel for the district was made, seconded,
315 and passed unanimously.
316

317 On a MOTION by Supervisor Wagner, SECONDED by Supervisor Cisternas, WITH ALL IN FAVOR, the Board
318 approved the engagement of Sniffen & Spellman, P.A. as human resources counsel, for the Concord Station Community
319 Development District.

320
321 Counsel confirmed that she would serve as the liaison between the district and the law firm, and that an
322 engagement letter would be prepared and executed promptly. The firm will also provide the Board with a
323 summary of the kinds of employment documentation and compliance measures that should be implemented
324 moving forward.
325

326 **F. Discussion of Heartland Advisory Services**

327 The board next discussed the offering from Heartland Advisory Services, which includes free labor law posters
328 and guidance on a range of human resources issues including discrimination, employee safety, and termination.
329 Ms. Thibault, District Manager, explained that the service could be useful for day-to-day HR questions, though not
330 for public employer compliance.

331 Ms. Hammock clarified that the proposal explicitly excludes services related to public sector employment law,
332 and therefore its utility for the CDD, being a governmental entity, would be limited. The board acknowledged the
333 clarification and moved on.
334

G. Amenity & Lifestyle Manager: – Bethany Drake & Danny Hernandez

1. Amenity Task List

Status discussion:

i. Staff Changes

Supervisor Berdeguez's Statement and Board Response

Supervisor Berdeguez submitted a written statement, which was read into the record at his request.
The text of the letter is as follows:

Concord Station Board of Directors
District Manager- Anchor Stone Management
District Counsel -Kilinski Van Wyk
District Engineer- Stanec Engineering

This past week some developments in the Concord Station CDD have made me quiet angry because the Chairwoman and Vice Chair have me convinced that they are trying to manipulate the Board. I have taken an Oath to abide by the Sunshine Laws and Ethics in Florida, but it seems that the Chairwoman and Vice Chair have circumvented the usual practices of the past.

It is my assumption that the "Appearance of Collusion" is evident. I received Javier Magria's letter of resignation, but I'm not sure if anyone on the Board, aside from Randall Griffin, did. I would like for the District Manager to read the entire letter if they didn't receive it. He titled it "Things you need to be aware of" and it was very explicit of his treatment by the Vice Chair.

Ever since Angel Rivera, former CDD Supervisor, made the similar accusations, I've had my doubts that they were in collusion. After her resignation from the Board, Donna Matthias also confessed to me the same thing and asked for me to take charge of the Chairmanship. In his letter, Javier states that Randall "told me in the past that he and Jess are very tight and see things the same way and speak about how to get things done outside of the Board meetings and that he did not care if I knew or not because he thought that I would NOT say anything to anyone." This is a clear violation of Sunshine Law.

But the following is what I perceived as suspicious

1. April 10th meeting the Chair announced that we should move on from Kai/Breeze Amenities Services and the Board agreed, but without discussion, the Vice Chair introduced a plan for self management, a plan that the Chair enthusiastically endorsed. The Board then discussed this plan and agreed to have two or more Amenities Services company make a proposal, which the District Counsel said he would have at the next meeting without submitting an RFP (as usual practice). Meanwhile, the Board also agreed to make Randall Griffith the liaison to obtain resumes for the Board to entertain in hiring. His authority was just to bring in candidates for the Board to select from. The idea was to have either an Amenity Services company or candidates for Self Management before Kai/Breeze last day of management was set for May 30th. The Board agreed to entertain salaries of \$80K for Manager, \$70K for Maintenance and \$60K for Asst Manager with one Part time Concierge at a rate to be determined later.

2. April 28th Continuation Meeting: District Counsel Babbar brought in only one company, Vesta because the others that presented at the last Amenity Services meeting decline to submit a proposal. The Board interviewed several candidates and later announce to go this route and letting Randall Griffin make the

384 offers on behalf of the Board. Javier, Jennifer and Mark were to start in May
385 overlapping Kai/Breeze to allow them to assimilate with Clubhouse procedures. The
386 Board agreed to have the Manager hire the Part time Concierge, not the Board. He
387 would have the freedom to interview and hire as fit. At this point, Randall Griffin's
388 role as liaison should have ended. At this meeting, both the Chair and Vice Chair
389 commented that the District Manager, Kai, was employing Foreign Nationals that
390 worked on support staff outside of the country, impacting financial aspects and coding
391 invoices, while also employing the part time maintenance worker, Alex, at Long Lake
392 Ranch. How did they both know this?

393 3. May 8th meeting Kai/Breeze was terminated as District Management. In
394 the audience, by invitation and ready for a proposal presentation was Patricia Thibault
395 and her new staff at Anchor Stone. It was as they had discussed to move on from
396 Kai/Breeze and both Chair and Vice Chair were in discussion with Patricia to take
397 over. No formal RFP was made. Patricia made her presentation and if we acted
398 immediately she would give us a one year discount on the fees. The rest to the Board
399 was unaware that this was happening. Since Kai/Breeze was let go effective
400 immediately, without a 30day notice, the Board had no choice but to hire Anchor
401 Stone Management. It felt like we were being manipulated by the Chair and Vice
402 Chair. He introduced her as if he and the Chair agreed to bring her in.

403 4. June 12th meeting: Anchor Stone's first meeting with the Board had a
404 very peculiar agenda item, the Consideration and Discussion of hiring Kilinski Van
405 Wyk for Legal Services. Obviously, the Chair had asked Patricia to bring someone to
406 replace Staley Robin Vericker without Board approval or formally terminating them
407 for cause. The Chair and Vice Chair both echoed that the Board needs to consider
408 moving on because Staley worked with Kai/Breeze too closely. I was shocked and
409 asked why was this being considered and her answer is "why do you want to stay
410 with them, what have they done for us?" If the Board wanted to move on from Staley,
411 why wasn't a formal RFP requested. She, Randy and to an extent Patricia,
412 manipulated the Board to accept KVV immediately and terminate Staley on the spot.

413 The most current event is what has happened after Javier's resignation on June
414 21st. He resigned with a letter that was shocking to me because I trusted both Chair
415 and Vice Chair to do the correct thing. The moment that happened and the Asst
416 Manager also submitted her resignation, it seemed that something was not right.
417 Randall Griffin's involvement with the staff was the catalyst for these events. On July
418 6th, we received an email from Bethany Drake introducing herself as Clubhouse
419 Manager. My immediate reaction was shock, since only the Board has the power to
420 hire new employees for the Clubhouse, we agreed to Self Manage the Clubhouse as
421 a Board, a bad idea to begin with. I contacted Patricia Thibault immediately to inquire
422 who hired her without Board approval. She stated, after many attempts to get the
423 truth, that VC Griffin hired her after an interview on July 1st with Jennifer, Mark,
424 Danny Hernandez and herself. She emphatically stated that the Chair was not
425 involved with the interview or offer being made. I explicitly asked why wasn't an
426 Emergency meeting called by the Chair. After she inquired from Counsel she said
427 that this wasn't classified as an Emergency, which I understand, but it should've
428 triggered a Special Meeting with a 7 day notice. The issue I have is that 1) Danny
429 Hernandez, a former Kai/Breeze employee, shouldn't be interviewing anyone on
430 behalf of the Board. 2) District Manager Thibault should've told the VC that he
431 couldn't hire without Board Approval. 3) Jennifer had already told them that she will
432 resign and shouldn't hire anyone on behalf of the Board. This is another attempt to

manipulate the Board into hiring someone that we didn't even see a resume, interview or meet.

Just as an FYI, The District Engineer and the Landscaping Contract were also replaced without formal RFQ while I was convalescing from knee surgery, did the Board have any choice?

After discussing with Lindsay Moczynski from KVV, she said that I have the ability on the Board to request that Chairwoman LaBarbera and Vice Chair Griffin be removed from their positions as Chair and Vice Chair. They have lost my trust and confidence that they will obey Florida Sunshine Law and Ethics. I will continually make this request at all meetings until they are removed as Chair and Vice Chair.

Respectfully,
Fred Berdeguez

Following the reading, District Manager Ms. Thibault provided a clarification that she had discussed with Supervisor Berdeguez the differences between emergency and special meetings and informed him that, under Florida law, only the Governor may remove elected board members. However, officer designations (Chair, Vice Chair) may be changed through board vote.

Ms. Hammock affirmed that RFPs are not legally required for professional services such as legal or district management under Florida law. District Manager Ms. Thibault confirmed that the landscaping contract had followed the formal process, while the engineering contract status was still being reviewed.

Ms. Thibault emphasized that throughout the recent hiring process for clubhouse staff, she never observed or experienced collusion between Chairwoman LaBarbera and Vice Chair Griffin. She stated that all decisions were transparently made and that she was not directed by board leadership outside of board meetings.

Ms. Moczynski (the District Counsel), stated that her firm typically sends a Sunshine Law best-practices memo to all new districts, and confirmed that high-profile Sunshine Law violations have recently resulted in criminal charges for other board members in Florida.

Chairwoman LaBarbera and multiple board members then provided their personal perspectives: Chairwoman LaBarbera expressed disappointment and surprise at the allegations, refuting statements attributed to her and asserting that the record misrepresented both her actions and the board's decisions. Supervisor Cisternas defended the integrity of the board's decisions, pointing out that Supervisor Berdeguez had previously voted in favor of several motions he later questioned. She argued that familiarity among board members should not be equated with impropriety.

Supervisor Wagner described the letter as partially factual and partially opinion-based. He accepted responsibility for missing one meeting and expressed support for how the board handled the rapid staffing issues.

Vice Chair Griffin suggested that Supervisor Berdeguez speak directly with the former staff members to better understand their resignations and motivations.

ii. Request to Move Danny Hernandez to Full Time Position

Returning to the administrative agenda, the board reviewed offer letters that had been extended to Ms. Drake and Mr. Hernandez for employment at the amenity center. Both offer letters clearly stated that employment was contingent upon board approval at the July 10 meeting.

The Board engaged in an in-depth discussion regarding the scope of authority previously granted to Vice Chair Griffin in his role as HR liaison, particularly as it pertained to the recent urgent staffing changes involving the clubhouse personnel. It was noted that, although the Board had voted to designate Vice Chair Griffin as liaison to oversee hiring functions, the parameters of that authority had not been explicitly defined. Several Board members and District Counsel acknowledged that this lack of specificity contributed

to confusion about the extent of decision-making delegated to the liaison, especially in high-pressure scenarios such as the one recently encountered over the July 4th holiday.

Ms. Hammock clarified that, under Florida law and statutory provisions, the full Board retains the legal authority to approve hiring decisions, and any delegation of that authority must be clearly defined and ratified via Board action. She further advised that, in situations deemed urgent or emergency in nature, where a delay in action could result in closure or disruption of amenity operations, the Board could choose to authorize a liaison to extend conditional offers of employment. However, such authority must be expressly approved and reflected on the public record.

Board members revisited the recent scenario where the clubhouse faced potential closure due to the resignation of key staff. Several members commended Vice Chair Griffin for acting swiftly to prevent operational disruption. Vice Chair Griffin explained that his actions were guided by prior Board decisions that had already approved the positions, compensation packages, and benefit structures. He emphasized that all offers made were clearly stated as contingent upon Board approval, and that he had maintained ongoing communication with management throughout the process.

Board members agreed that while the situation was handled appropriately under the circumstances, there was consensus that going forward, the process needed to be formally codified. There was considerable discussion about whether such authority should be time-bound, project-specific, or permanent. While Ms. Hammock recommended specifying either a timeframe or a fixed scope for the liaison's authority, the Board ultimately leaned toward a more practical, project-based approach. They emphasized the need to maintain operational continuity of the amenity center, particularly when unexpected staffing vacancies arise.

In response, a motion was made to formally expand the role of the HR liaison, currently held by Vice Chair Griffin, to include the authority, during emergency or urgent situations that would directly impact the functioning of the District's amenities, to independently collect resumes, conduct interviews, and extend conditional offers of employment. This authority would only apply to positions that have already been approved by the Board in terms of scope, salary, hours, and benefits, and any offers made would remain subject to Board ratification at the next scheduled meeting.

Ms. Hammock strongly recommended that the motion language include a clear definition of what constitutes an "emergency" or "urgent situation." The Board concurred that such circumstances would be defined as any staffing loss or disruption that would have a direct and immediate impact on the ability of the amenities to remain operational. This broad definition was agreed to be sufficient without needing to exhaustively list every possible qualifying scenario.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Wagner, WITH ALL IN FAVOR, The Board approved the expansion of Vice Chair Griffin's role as HR liaison to include the authority, in the event of an emergency or urgent situation that would directly impact the ability of the amenities to remain operational, to collect resumes, conduct interviews, and extend contingent offers of employment for positions whose responsibilities, work hours, compensation, and benefits have already been previously approved by the Board. All such offers shall remain subject to final confirmation by the Board at the next regularly scheduled meeting, for the Concord Station Community Development District.

Following the discussion and approval of the expanded HR liaison role, the Board turned its attention to the offer letters that had been previously extended on a contingent basis. It was noted that the individuals in question had already begun working under those terms. A motion was made and seconded to formally accept the offer letters and confirm the individuals as permanent employees. The motion passed unanimously.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Wagner, WITH ALL IN FAVOR, The Board approved the offer letters to Mr. Hernandez and Ms. Drake confirm the individuals as permanent employees, for the Concord Station Community Development District.

iii. Sign Verbiage

The Board clarified that all signs for the pool, playground, amenity center, and fitness center had been approved pending finalization of the verbiage. A brief discussion followed on whether signs should refer to “residents,” “residents and guests,” or “patrons.”

District Counsel Hammock advised that the correct legal term, consistent with the District’s amenity policies, is “patrons,” which encompasses residents, guests, non-residents, and qualified renters. The Board agreed and directed Ms. Drake to proceed with ordering all approved signage using the term “patrons.”

It was also clarified that signage relating to new parking rules, such as “no parking” or restrictions on motorized vehicles on sidewalks and grass, was not yet approved. Ms. Hammock explained that any new parking rules on CDD property would require formal adoption through a public hearing pursuant to Florida Statutes. She and her team would work with Ms. Thibault and staff to prepare a proposed policy for presentation and public notice at the next meeting, with the goal of adopting a resolution at the September meeting.

Chairman LaBarbera reiterated that any new signage unrelated to parking should not be delayed and that Ms. Drake was authorized to proceed with all previously approved signs now that the verbiage was finalized.

iv. Basketballs & Tennis Racket Purchase

Updates were also provided on the basketball and tennis courts, which had recently been resurfaced and were set to reopen the next day. Blue lines for pickleball were confirmed to be properly installed.

v. Summer Celebration Event & Approval of Expenditures

Staff proceeded to provide updates, starting with preparations for the July event, noting the urgency due to the date approaching quickly.

A proposal had been obtained from "Let's Plan a Party" for a summer celebration event. The package included entertainment elements such as face painting, a balloon twister, an obstacle course, and a photo backdrop. Catering would consist of hot dogs served on fresh buns, chips, soda, and cookies, along with a full condiment station and necessary utensils. Two options were presented: a staffed buffet and an unstaffed buffet. The preference expressed was for the unstaffed option, with staff volunteers managing the food service directly to save on cost. The presenter agreed to highlight the unstaffed buffet cost at the bottom of the estimate for clarity.

It was suggested that physical copies of such proposals be distributed in advance of meetings moving forward, and the presenter committed to delivering such proposals at least seven days before the meeting date. A board member offered a commendation to Ms. Drake, the new team member, for stepping in under short notice and performing admirably despite limited training time.

Discussion then turned to the timing of the event. Originally set for Sunday, July 20th, concerns were raised about the short notice and potential for low community turnout. Board members considered pushing the event to either July 27th or August 2nd to allow more time for community outreach. The final decision leaned toward August 2nd, a Saturday, given that Saturdays generally attract greater attendance and align better with families’ schedules. A MailChimp blast and updated newsletter would be sent out to communicate the new date once confirmed.

There was also a suggestion to consolidate the event with a back-to-school celebration. This would allow for a combined event featuring school supply giveaways using petty cash (debit card) funds. It was

agreed that supplies could be purchased affordably given seasonal sales, and that merging the events would reduce duplication while increasing community value. The board favored naming the event the “Back to School Bash.”

Attendance estimates from the prior year were referenced, 300 hot dogs served, prompting a note to increase this year's catering quantity, even though the original proposal anticipated only 100–150 attendees. The board discussed the possibility of increasing the total event budget and reached consensus on a not-to-exceed amount of \$4,500. A motion to approve this expenditure was made and seconded. With no objections from call-in attendees, the motion was carried unanimously.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Wagner, WITH ALL IN FAVOR, the Board approved a not-to-exceed amount of \$4,500 for the annual back to school event, for the Concord Station Community Development District.

Chairman LaBarbera raised a request for staff to solicit price comparisons and not rely solely on "Let's Plan a Party," citing previous instances where the vendor's pricing was comparatively high. Staff acknowledged the concern and committed to gathering competitive bids in the future.

A resident, Ms. Renee Gelin of Morgan's Castle, voiced support for the August date, echoing sentiments that it better aligned with school schedules and would likely yield stronger community participation.

vi. Annual Events

vii. Fitness Center Update

The meeting then transitioned into facilities updates. A discussion was held regarding the purchase order for fitness equipment. Legal counsel clarified that their firm typically drafts the final agreement incorporating the vendor's proposal as an exhibit. This ensures the District is legally protected and complies with applicable statutes. Following vendor signature, the contract is executed by district staff, usually by the Chair.

Staff noted that the signed PO had been received, and once the payment check was issued, the fitness equipment would arrive within approximately three weeks. Plans were in motion to coordinate professional cleaning of the gym floor during this interim. It was noted that replacement was unnecessary, the flooring only required a thorough, appropriate cleaning due to its specialty surface. The goal was to clean between equipment removal and installation, though staff was also prepared to find a vendor capable of moving equipment temporarily if needed.

Board members supported notifying the community via newsletter of the upcoming gym improvements and anticipated closures. Positive communication would emphasize equipment replacement and facility enhancement.

viii. Security Camera Update

The Board engaged in a detailed discussion regarding the revised proposal from UCS Systems for the installation of new security cameras. A key point of confusion involved changes in the number and type of cameras included in various iterations of the proposal.

Initially, the scope involved utilizing existing cabling to support 24 functioning cameras, with the installation of 22 4K 8MP varifocal turret cameras. In a subsequent revision, the number of these cameras was reduced to 17. The latest proposal also included two Ubiquiti wireless video transmitters and additional camera points for three new poles, reducing the number of future NVR expansion cameras from three to two.

Ms. Drake explained that she was still reviewing the details and was particularly focused on the reduction in the number of 4K 8MP cameras from 22 to 17. This change represented a significant scope adjustment, although the overall cost remained unchanged at \$22,300.

District Counsel Meredith Hammock expressed concern over the lack of time provided to adequately review the updated materials, reiterating that agenda items should be posted at least seven days in advance. She emphasized caution in moving forward without full legal review of the new scope.

Nonetheless, the Board agreed that if the total price remained unchanged and staff was satisfied with the new scope, it could proceed. Ms. Hammock confirmed that if the scope modification remained within the already-approved budget, her office could move forward with finalizing the contract, provided on-site staff endorsed the revised plan.

Motion: A motion was made and unanimously approved to authorize Ms. Drake to meet with UCS Systems and, if the agreed scope includes at least 24 cameras at the previously approved price of \$22,300, she may proceed with finalizing the agreement.

On a MOTION by Vice Chair Griffin, SECONDED by Supervisor Cisternas, WITH ALL IN FAVOR, The Board authorized Ms. Drake to finalize the security system purchase, provided it includes at least 24 cameras and stays within the approved \$22,300 budget, for the Concord Station Community Development District.

ix. Monument Restoration Project Status

Chairman LaBarbera raised the topic of the unresolved issue regarding repairs to the community clock tower. He recounted a phone conversation he and Mr. Lookanan had with the original contractor, who became combative and ultimately declined to continue with the work, citing unforeseen structural issues that increased costs.

Chairman LaBarbera recommended an alternative approach: renting a lift to remove the damaged top portion of the structure, capping it with plywood and shingles, and deferring any electrical restoration until the upcoming permanent lighting project. He argued this would be a cost-effective solution to close out the item.

Mr. Lookanan expressed willingness to assess the structure firsthand using a scissor lift, but questions were raised regarding liability, insurance, and safety protocols.

District Counsel Hammock advised that any such activity would require review by both legal counsel and the District's insurance carrier to ensure compliance with OSHA standards and avoid liability.

A motion was made and unanimously approved to authorize Mr. Lookanan to rent a scissor lift and inspect the structure, contingent upon legal counsel and insurance carrier approval. Mr. Lookanan would then provide a recommendation based on his assessment.

On a MOTION by Supervisor Wagner, SECONDED by Chairman LaBarbera, WITH ALL IN FAVOR, the Board authorized Mr. Lookanan to rent a scissor lift and inspect the structure, pending approval from legal counsel and the insurance carrier, for the Concord Station Community Development District.

x. Clubhouse Cleaning

Ms. Drake presented four cleaning service proposals to the Board for consideration. Each included pricing for an initial deep clean and ongoing maintenance cleaning.

Sparkling Faith Cleaning Services

- Initial deep clean: \$600
- Maintenance: 3x/week, \$600/week (\$2,400/month; \$28,800/year)
- Did not specify scope of maintenance work

Blue Flash Cleaning Services (Ms. Drake's recommendation)

- Initial deep clean: \$450
- Maintenance: \$140/visit, 3x/week (\$1,680/month; \$21,840/year)
- Willing to negotiate a 2x/week schedule
- Ms. Drake confirmed that supplies would be provided by the company

M&G Janitorial (included in prior agenda materials)

- Initial deep clean: \$1,150
- Maintenance: \$1,400/month (3x/week; \$16,800/year)
- Supplies not included; scope included clubhouse, bathrooms, kitchen, fitness center, and courts

After discussion, the Board agreed Blue Flash offered the most competitive pricing and flexibility. They debated reducing the cleaning schedule to two days per week to align with budget constraints and allow staff to handle daily surface maintenance. Concerns were raised over the exclusion of the fitness center from Blue Flash's initial proposal, particularly due to the special flooring materials.

Ms. Drake committed to clarifying that Blue Flash would:

- Clean the fitness center's mirrors, handles, and non-floor surfaces;
- Continue using their own supplies;
- Confirm that the adjusted proposal fits within budget.

A motion was made and unanimously approved to award the clubhouse cleaning contract to Blue Flash, contingent upon:

- A cleaning schedule of two days per week,
- Inclusion of the fitness center (non-floor areas),
- Confirmation that the company provides all cleaning supplies,
- The total cost not to exceed \$200 per visit.

On a MOTION by Vice Chair Griffin, SECONDED by Supervisor Cisternas, WITH ALL IN FAVOR, The Board approved awarding the clubhouse cleaning contract to Blue Flash, contingent on a twice-weekly schedule, inclusion of non-floor areas in the fitness center, the company supplying all cleaning materials, and a cost not exceeding \$200 per visit, for the Concord Station Community Development District.

A second motion to approve the initial deep clean, presented as a separate \$450 proposal, was then considered and unanimously approved.

On a MOTION by Supervisor Cisternas, SECONDED by Vice Chair Griffin, WITH ALL IN FAVOR, The Board approved the expenditure of \$450 for an initial deep clean, for the Concord Station Community Development District.

Grout Rhino – Floor Cleaning

The Board revisited the prior decision to clean and seal the clubhouse grout biannually using Grout Rhino. Ms. Cain had previously contacted the vendor to obtain an updated quote and compare it to last year's cost of \$2,221.50. Ms. Drake confirmed she would follow up on Jennifer's inquiry and review past invoices. The Board reaffirmed its satisfaction with Grout Rhino's work and its status as a preferred vendor for this service.

xi. Clubhouse Locks

The Board discussed proposals to replace clubhouse locks, including both residential-grade quick set locks and higher-grade commercial locks. A member raised concerns about replacing locks based on

unconfirmed assumptions that keys had not been returned, especially since the facility is protected by an alarm system with changeable codes.

It was suggested that re-keyable locks could be installed in-house to reduce costs. However, no action was taken, and discussion transitioned to broader commentary about fiscal prudence and project tracking.

2. Status of June Approved Contracts from June

i. Cathys Cleaning - could not meet terms

No discussion was heard.

ii. Cintas – could not meet terms

No discussion was heard.

iii. Bandit Fitness Equipment - contract executed 07.07.2025

No discussion was heard.

iv. Blue Wave Lighting – contract sent to vendor - comments sent to attorney on 07.09.2025

No discussion was heard.

v. Termination of PCSO - sent to Sheriff Office

A termination letter had been sent to Pasco County Sheriff's Office regarding their prior security services contract. The Board cited excessive indirect costs (e.g., shoes, ammunition, vehicle tires) as justification for the termination. Counsel confirmed the letter had been received and distributed to appropriate parties.

3. Consideration of Proposal for Janitorial Service - M& G Janitorial \$1,400 per Month – FY 2026 Budget: \$20,500

4. Consideration for Approval – Contingent Offer Letter to Bethany Drake & Danny Hernandez

IV. Administrative Items

The unaudited May 2025 financials were included in the meeting packet. With no substantive discussion, a motion was made to approve administrative items A through C, which included the May financials and minutes from May 28 and June 12, 2025 (noting a correction to Ms. Lindsay's surname in the June minutes). The motion was seconded and approved.

A. Consideration/Acceptance of the Concord Station CDD: May 2025 Unaudited Financial Statements

Motion carried as part of the consent agenda.

B. Consideration for Approval of the Minutes of the Concord Station CDD: May 28, 2025 Budget Workshop Meeting

Motion carried as part of the consent agenda.

C. Consideration for Approval of the Minutes of the Concord Station CDD: June 12, 2025 Regular Meeting

Motion carried as part of the consent agenda.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Wagner, WITH ALL IN FAVOR, The Board approved the July 10 Regular Meeting's Consent Agenda, for the Concord Station Community Development District.

D. Discussion of Spending Resolution - 2024-06

The Board reviewed Exhibit 15, which outlined spending authority levels, \$5,000 for the Chair, \$10,000 combined authority for the Chair and District Manager, and \$1,000 for the Clubhouse Manager. After discussion, the Board agreed to leave current thresholds unchanged.

E. Acceptance of the FY 2024 Audited Financial Report

The FY2024 audit report was reviewed. It was noted as a clean audit with no findings. A motion to approve was made, seconded, and unanimously adopted.

On a MOTION by Supervisor Wagner, SECONDED by Supervisor Cisternas, WITH ALL IN FAVOR, The Board accepted the FY 2024 Audited Financial Report, for the Concord Station Community Development District.

V. Other Matters to be Introduced

A. Consideration of Pool Maintenance Proposals, Budget \$27,600

1. Cooper Pools - \$4,680 mo 3x Weekly – M, W, F. Annual=\$56,160

The Board then welcomed Mr. Bob Boling of Cooper Pools, who presented a proposal for pool maintenance services under Exhibit 17. Mr. Boling introduced his company, noting that Cooper Pools has been in operation for 16 years and specializes in commercial and large-scale community pools. He emphasized that over 92% of the company's revenue comes from commercial contracts, not residential services. Mr. Boling explained that he and the company's owner had recently been invited to participate in code revision discussions with the Florida Department of Health in Tallahassee, further demonstrating their expertise. Cooper Pools currently services similar-sized pools in the area and works closely with health departments in Pasco, Hillsborough, Manatee, and other counties.

The proposal submitted was for a three-day-a-week pool service tailored to Concord Station's 201,000-gallon pool and adjacent splash pad. Mr. Boling explained that three-day service is generally sufficient for communities of Concord Station's size and bather load, unless significant overcrowding or special conditions arise. The standard service schedule would likely be Monday, Wednesday, and Friday, with adjustments during leaf or pollen season as needed.

He also addressed public safety, noting that the pool can remain open during normal cleaning activities. The only exception would be if manual chlorine dosing is required, which is rare, in which case the pool would be closed for approximately 45 minutes.

A discussion was held regarding the possibility of converting to a saltwater system. Mr. Boling cautioned against this, citing its high cost and limited benefit. He explained that saltwater systems still use chlorine, salt is simply converted into chlorine gas, and that the initial salt requirement for a pool of this size would be roughly 4,200 pounds. Furthermore, salt systems can be highly corrosive and would shorten the lifespan of the district's pool equipment.

Chairwoman LaBarbera and board members expressed appreciation for Mr. Boling's candor and expertise. It was clarified that Cooper Pools' monthly cost would be \$4,680, bringing the annual total to \$56,160. This figure exceeds the district's current pool maintenance budget of \$27,600, but is comparable to another vendor's proposal of \$55,524.

Mr. Boling highlighted that his pricing includes all routine chemicals (chlorine, muriatic acid, soda ash, stabilizer, calcium), and the flat-rate structure is designed to eliminate seasonal billing spikes. Unlike some vendors who charge extra for chemicals during peak months, Cooper Pools levels the cost year-round to aid in community budgeting.

He also confirmed that the same technician would typically service the community, though periodic rotation may occur for quality control and technician wellness. Services may be staggered throughout the day (morning, midday, afternoon) to assess bather load and chlorine efficiency.

The Board thanked Mr. Boling for his time and professionalism. A decision was expected to follow in a subsequent agenda item.

Continued Discussion – Pool Equipment Condition and Compliance

The meeting resumed with technical commentary regarding pool maintenance and Department of Health (DOH) compliance. The maintenance consultant explained that service times are rotated to maintain a "roadmap" for pool operation, ensuring compliance. A member of the board thanked the consultant for the explanation and asked him to share what was discovered during the initial equipment inspection.

The consultant clarified that he was not present on the original day of concern but had since evaluated the pool equipment. He explained that the pool, which he estimated to be over ten years old, exhibited signs of age and wear. He noted that delamination issues would no longer be covered under warranty, which likely expired five years ago. More critically, one of the pumps had been completely inoperative, and the filters were ineffective, having been washed out. The Department of Health requires the pool to maintain a flow rate of 1,200 gallons per minute (GPM); however, during inspection, the system was only managing 400 GPM. This demonstrated significant noncompliance with public health requirements.

District Counsel Meredith Hammock interjected to caution the room about being mindful of public comments on the record, particularly those that might be interpreted as disparaging toward prior vendors. The consultant clarified that his remarks were not intended as accusations against any specific vendor but were strictly technical observations of the pool's current condition and performance.

The consultant added that one of the pump motors had very loud bearings, and the system could not be successfully primed, indicating possible internal suction-side problems. The estimated cost to replace the motor, impeller, and diffuser was roughly \$3,500, citing that the impeller design is prone to damage during motor replacement.

He also advised that commercial pool motors typically last five years under continuous operation and recommended building a contingency of 10–12% into the annual maintenance budget to account for unexpected equipment failures. He warned of further cost increases, noting that tariffs and Department of Energy regulations had already driven a 15% price hike for these components. The board thanked the consultant for his insight and concluded this portion of the meeting.

2. Pool Troopers - \$4,627 = 5x weekly Annual = \$55,524

Pool Troopers provided a proposal but did not present it to the Board.

Pool Maintenance Vendor Concerns

The Board turned its attention to pool maintenance. Concerns were raised over the existing vendor, Suncoast Pool Services, due to recent rumors and performance issues. It was reported that Suncoast had allegedly missed a service week leading into July 4th, although it was unclear whether that absence was officially recorded.

Two replacement proposals were received:

- Cooper Pools: \$56,100
- Pool Troopers: \$55,524

These figures were approximately double the current budget of \$27,600. The steep increase led to discussion about the cause of recent service lapses. Management and counsel emphasized that while Suncoast claims they were not paid by the prior district management firm, this statement remains unverified.

Mr. Lookanan, a certified pool operator (CPO), confirmed that upon inspection, one of two 15-horsepower pumps was not functioning, and the flow meters were not properly connected to the system's controllers, potentially causing chemical overfeeding. He detailed several technical concerns and indicated that he would follow up with additional findings via email.

The Board deliberated whether these issues stemmed from vendor neglect or equipment age. An unsigned 2021 contract with Suncoast was located, noting a 30-day termination clause and expectations that the vendor would maintain filtration and circulation equipment, though not necessarily replace it.

Supervisor Marcela proposed that the District continue with the current vendor for now while actively soliciting new bids and a quote to replace the pumps. The Board concurred.

Pump Replacement

Given the urgent risk of full pump failure, the Board unanimously approved a motion to solicit multiple quotes for replacing both pumps, with a not-to-exceed threshold of \$10,000. Legal counsel confirmed this was within the spending resolution's emergency provisions.

On a MOTION by Supervisor Wagner, SECONDED by Vice Chair Griffin, WITH ALL IN FAVOR The Board authorized staff to solicit multiple quotes for the replacement of both pumps, with a total cost not to exceed \$10,000, for the Concord Station Community Development District.

VI. Audience Comments – New Business – (limited to 3 minutes per individual)

VII. Supervisor Requests

Several supervisors raised concerns regarding:

- Landscape Maintenance: Calls for pressure on RedTree Landscaping to address widespread community dissatisfaction.
- Pool Lights and Surface Condition: It was reported that internal pool lighting may be broken and that Marcite surface chipping was visible. The Board speculated resurfacing may be required in the next fiscal year, citing the pool's original installation date as circa 2008–2009, making it likely over 15 years old.
- Security and School Dismissal: With the termination of the PCSO agreement and school returning soon, the Board discussed the need to revisit security planning. Off-duty deputy patrols during dismissal periods were suggested as a first line of control, with fencing options as backup.

Reserve Study Insights

The District Manager noted that the reserve study included \$16,819 allocated in FY2025 for a pool pump replacement. Staff would verify the current funding balance with Mr. James Paleveda, the reserve advisor, and determine feasibility for using reserves to cover necessary pump expenses. The study also included long-range projections, such as a \$151,000 pool resurfacing in FY2032 and \$58,000 allocated for future pool furniture replacement.

School Dismissal Concerns and Fencing Proposal

The final portion of the meeting began with a discussion on security-related issues concerning student foot traffic during school dismissal. It was clarified that the term “security” was being used primarily to describe physical deterrents, not active monitoring. Specifically, board members revisited a longstanding concern: each afternoon, as school lets out, as many as 150 students reportedly cut through CDD property, including the clubhouse parking lot, en route home.

To mitigate this issue, a proposal previously presented by a former district manager was reviewed. The suggestion involved installing a fence that would connect the community's perimeter fencing to that of the nearby school. This fence would include a gate and extend the length of the affected boundary, thereby rerouting foot traffic along Mentmore Boulevard rather than through district-owned property.

The board clarified that while the term "security" had been used in earlier conversations, the real issue was one of access control and property management. The other component of the broader security plan, engaging off-duty sheriff's deputies, had already been tabled with the recent cancellation of the Pasco County Sheriff's Office contract.

FY2026 Budget Planning – Fitness Equipment and Pool Resurfacing

Vice Chair Griffin raised budget considerations related to the vision plan and capital projects. She noted that the 2026 budget earmarked \$87,000 for fitness equipment. Given anticipated cost increases at the Pulmar site and likely under-expenditures in FY2025, particularly in staffing, she proposed reallocating a portion of the fitness equipment funds toward a future pool resurfacing project.

There was general agreement among the board that it would be prudent to begin conserving resources for the pool, especially given concerns raised earlier in the meeting about aging pumps, circulation issues, and the deteriorating surface. It was also noted that prior approval had been granted for several items using "vision project" funds, including the fitness equipment, fencing, and other infrastructure repairs.

The board discussed the possibility of using reserve funds for some of these pre-approved items, which would free up vision project funds for more pressing future needs, like the pool. Ms. Thibault committed to revisiting the funding allocations and providing a breakdown in Excel for review at the next meeting. Chairwoman LaBarbera recommended reviewing the prior month's approvals and bringing a detailed budget resolution and updated vision project report for further discussion.

Update on Approved Benches

A board member inquired about the status of benches approved during a previous meeting. It was confirmed that three benches were approved, two for a larger field on Tuckerton Drive and one for a smaller field in the same area. Mr. Lookanan recalled volunteering to construct the foundation platforms for the benches. However, follow-up with Mr. Magria, who had been managing the order, had not yielded a clear update.

Board members discussed the type of benches previously selected. It was believed that the new benches would be metal, like those by the water fountains and other common areas, rather than fiberglass, like those near the basketball courts. It was noted that each existing bench includes a manufacturer's plate with contact details, which should aid in confirming vendor information.

Ms. Drake and another board member agreed to walk the site to confirm the exact locations on Tuckerton where the benches should be installed. The larger field was described as the site where a resident had recently raised concerns about misuse, while the smaller field was further down the street.

VIII. Adjournment

A motion to adjourn was made and seconded. All board members voted in favor, and the motion carried unanimously.

On a MOTION by Chairman LaBarbera, SECONDED by Supervisor Cisternas, WITH ALL IN FAVOR, the Board adjourned the Meeting for the Concord Station Community Development District.

~Any individual who wishes to appeal a decision made by the Board with respect to any matter considered at this meeting is hereby advised that they may be responsible for ensuring that a verbatim record of the proceedings is made, including all testimony and evidence upon which the appeal is based.~

The meeting minutes were approved by a vote of the Board of Supervisors during a publicly noticed meeting held on _____, 2025.

Signature

Signature

Printed Name ☐ Secretary ☐ Assistant Secretary

Printed Name ☐ Chairman ☐ Vice Chairman

EXHIBIT 12

[RETURN TO AGENDA](#)



**MINUTES OF 07/29/2025 SPECIAL MEETING
CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT**

The Special Meeting of the Board of Supervisors of the Concord Station Community Development District was held Thursday, July 29, 2025 at 6:30 p.m. at the Concord Station Amenity Center, 1595 Aspen Avenue, Davenport, Florida. The public was able to listen and/or participate in-person or live via Teams conference.

I. Call to Order / Roll Call

The meeting was called to order by Ms. Thibault. Roll was called and a quorum was confirmed with the following

Supervisors present:

Jessica LaBarbera Board of Supervisors, Chairman
Randall Griffin..... Board of Supervisors, Vice Chairman
Fred Berdeguez..... Board of Supervisors, Assistant Secretary
Kevin Wagner Board of Supervisors, Assistant Secretary
Marcela Cisternas Board of Supervisors, Assistant Secretary

Also present were:

Patricia Thibault District Manager, Anchor Stone Management
Anna Lyalina District Finance, Anchor Stone Management
Mark Lookanan Amenity Manager, Concord Station CDD
Brandy Marshall JCS Security
Mitchell Herring (*via conference*) Employment Legal Counsel, Sniffen & Spellman, P.A.
Lindsay A. Moczynski..... District Counsel, Kilinski Van Wyk

The District Manager Ms. Thibault called the meeting to order at 6.30P.M. after confirming that quorum had been established with all five Supervisors present. Supervisor Berdeguez left the meeting at 7.37P.M. Mr. Herring left the meeting at 7.36P.M.

II. Audience Comments

Mr. Matthew General, a resident of 3451 Marmalade Court, addressed the Board. He inquired whether Mr. Lookanan was officially under consideration for the Amenity Manager position and proceeded to share his thoughts on several of the applicants. Mr. General expressed support for Ms. E. Davis, noting her strong qualifications and the added value of being a community resident. However, he voiced a minor concern about potential conflicts of interest arising from her residency. He briefly mentioned another applicant, Mr. J. Curtis, before confirming he was no longer in consideration. Mr. General offered a critical assessment of applicant Mr. LaBoy, stating his resume appeared weak. Ultimately, Mr. General supported Mr. Lookanan candidacy, acknowledging his prior performance, while cautioning the Board to consider the impact of Mr. Lookanan transitioning from maintenance to a management role.

III. Consideration for Approval

A. Offer Letter to Faith Nieto

Faith Nieto – Part-Time Concierge

The Board reviewed an offer letter to Ms. Nieto for a part-time concierge position at \$16.50 per hour. A motion to approve the offer was made and seconded. The motion carried unanimously.

On a MOTION by Supervisor LaBarbera, SECONDED by Supervisor Wagner, WITH ALL IN FAVOR, the Board approved the offer letter to Faith Nieto, for the Concord Station Community Development District.
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B. Offer Letter to Lauren Brown

Lauren Brown – Part-Time Concierge

The Board then reviewed an offer letter to Ms. Brown for a similar part-time concierge position at \$15.00 per hour. A motion to approve was made and seconded. The motion was approved unanimously.

On a MOTION by Supervisor Griffin, SECONDED by Supervisor LaBarbera, WITH ALL IN FAVOR, the Board approved the offer letter to Lauren Brown, for the Concord Station Community Development District.

IV. Consideration of Resumes/Proposals for Amenity Manager

A. Presentation and Discussion of Salary Analysis

Ms. Thibault presented a salary analysis compiled using the current offer letters and existing employee compensation. The proposed salary structure included full-time positions for a manager, a supervisor, and a maintenance technician, along with two part-time concierge staff. The total projected annual cost was approximately \$312,191, which is \$19,828.64 under the \$332,020 budgeted amount. The surplus led to a suggestion that the Board could either consider reallocating those funds or reducing the budget.

Supervisor Berdeguez objected to the entire practice of the Board directly employing amenity staff. He advocated for outsourcing through an amenity services company, stating it would streamline operations and avoid the inconvenience of convening emergency meetings over staffing issues. He further objected to the inclusion of a "Supervisor" position, noting that the approved scope of services did not include such a role, and he expressed concern that this addition lacked formal Board approval or a defined job description.

Questions arose from the Board about the purpose of the Special Meeting. Supervisor Cisternas indicated she was unsure whether the meeting was intended to conduct interviews with top candidates or to simply decide on the future course of hiring. They expressed confusion over how Mr. Lookanan's candidacy for Amenity Manager developed, originally believing he was temporarily assuming administrative responsibilities until a new manager was hired. Staff clarified that the meeting was called to interview and potentially select a new Amenity Manager following the abrupt departure of the previous manager. Mr. Lookanan had expressed interest in the position after stepping in to assist during the interim.

Ms. Thibault explained that Supervisor Griffin, in his role as liaison, had posted the job listing on Indeed and filtered through the top candidates, who were now being presented to the Board. This led to a larger discussion among the Supervisors about the scope of the liaison's authority, the assumptions made at the previous meeting regarding candidate vetting, and whether Supervisor Griffin had exceeded his mandate by soliciting and evaluating candidates without full Board input.

Ms. Thibault further clarified that Supervisor Griffin was authorized to collect resumes and conduct interviews, but any hiring decisions must be made by the Board, unless it was an emergency that directly impacted the District's ability to operate. Discussion followed on what qualifies as an "emergency" and prompted a request for formal clarification.

Definition of Emergency and Liaison Authority

Board members agreed that the lack of a clear definition of "emergency" led to confusion over the proper process for hiring and the extent of authority granted to the liaison. Several Supervisors recommended defining what constitutes an emergency in operational terms, such as non-functioning bathrooms, facility flooding, or health code violations, as opposed to simply a closed facility. The Board also discussed the need for future clarity on when emergency meetings versus special meetings should be held, and how quickly responses should be authorized in real-time crises.

Position Title Clarification: Assistant Manager vs. Supervisor

Discussion returned to the discrepancy between job titles and compensation. A question was raised as to why Mr. Hernandez, who was given the title of “Supervisor,” had a position description identical to that of the previous Assistant Manager. It was clarified that the Board had intentionally created the Supervisor position to accommodate Mr. Hernandez’s experience level while offering a full-time role with a pay increase. Ms. Thibault and several Supervisors emphasized that while job duties may be similar, years of experience, training, and performance history justify pay differentials.

Legal Counsel Commentary – Equal Pay and Structural Guidance

Mr. Herring, Employment Counsel for the District, provided insight into the legal framework governing compensation equity. He confirmed that differing pay levels for similar job descriptions are legal under the Equal Pay Act, provided the disparities are based on experience, education, or other non-discriminatory factors. He acknowledged the District is undergoing growing pains as it transitions from a management company to a direct-employment model and offered his continued assistance in clarifying procedures and policy alignment moving forward.

Organizational Model Comparison

Mr. Herring offered a structural comparison to municipal governments, where a district or city manager typically acts as the administrative authority under a governing board. He noted that it is rare for individual Board members to be vested with significant administrative authority, and suggested the District Manager should ideally serve as the lead operational liaison to the Board. Ms. Thibault confirmed her background in county government and acknowledged familiarity with that structure.

Organizational Transition Context

Employment Counsel Mr. Herring acknowledged that the District was in a period of transition and organizational restructuring following the shift from third-party management to direct employment. He emphasized that such growing pains were typical and understandable, but also warned that structural ambiguity posed challenges, particularly when developing foundational documents like an employee handbook. He underscored that before policies could be codified, the District needed to clearly define its chain of command, decision-making authority, and supervisory structure.

Mr. Herring noted concerns with the inconsistency and lack of clarity regarding current roles and oversight. Without a solid administrative base, including a clear understanding of who manages staff on a day-to-day basis, it would be difficult to develop coherent disciplinary policies, position descriptions, and internal procedures.

Need for an Employee Handbook and Clarified Governance

Ms. Thibault and Board members acknowledged the absence of an official employee handbook and concurred with Mr. Herring’s assessment that codifying internal structure and oversight should take priority. It was explained that, operationally, the District had intended for the clubhouse manager to report to the District Manager and for other amenity staff to report upward accordingly, but this had not yet been formally documented.

The conversation identified the need for greater clarity around whether the reporting structure placed the clubhouse manager on equal footing with the District Manager or beneath them. The Board recognized the need to codify these roles in writing and address ambiguities surrounding the reporting and authority lines.

Council’s Guidance on Authority Models

Mr. Herring offered insights into common models used by similar governmental bodies, explaining that boards generally operate in one of two ways:

A Board-approval model, where all hires must be formally approved by the Board.

A manager-operator model, where the District Manager is given authority to make staffing decisions, including hiring and firing, with board oversight at higher levels only.

In either case, Mr. Herring emphasized that authority must flow downward in a well-defined structure. The Board retains overarching authority but must determine how much decision-making power is formally delegated to the District Manager and, subsequently, to positions below that level. He also noted that different levels of staff could be subject to different approval pathways, for example, requiring Board approval for management-level hires while allowing the District Manager to handle part-time staff directly.

Organizational Structure

The Board collectively began outlining a formal reporting structure, beginning with the most straightforward relationships. It was agreed that:

- Part-time staff and the Supervisor position would report to the Clubhouse Manager.
- The Clubhouse Manager would report to the District Manager.
- The Maintenance Technician would report directly to the District Manager.
- The District Manager would, in turn, report directly to the Board of Supervisors.

In the event that the District Manager is unable to resolve an issue or requires guidance, it was clarified that they would bring such matters before the Board or, in emergency situations, consult with the designated liaison (currently Supervisor Griffin). The liaison would be empowered to act under emergency conditions, based on criteria yet to be formally defined by the Board.

It was noted that the maintenance reporting line had previously been clarified in past meetings, with general consensus that the Maintenance Technician's role, being more independent and technical in nature, should not report through the Clubhouse Manager.

Proposed Governance Structure

Following agreement on the organizational chart, Mr. Herring recommended a formal motion to ratify the proposed structure. A motion was made to establish the reporting framework as follows:

- The District Manager reports to the Board.
- The Clubhouse Manager reports to the District Manager.
- The Supervisor and part-time staff report to the Clubhouse Manager.
- The Maintenance Technician reports directly to the District Manager and the Board.

The motion was seconded and approved by a majority vote. One Board member responded with a "nay" vote, which was noted for the record.

On a MOTION by Supervisor LaBarbera, SECONDED by Supervisor Cisternas, WITH FOUR IN FAVOR [LaBarbera, Griffin, Wagner, Cisternas] AND ONE OPPOSED [Berdeguez], the Board ratified the **Proposed Governance Structure**, for the Concord Station Community Development District.

Clarification of Hiring Authority

Mr. Herring then recommended that the Board define the District Manager's hiring authority. It was agreed that the District Manager shall have the authority to:

- Make recommendations to the Board for hiring the Clubhouse Manager and Maintenance Technician (both considered leadership roles).
- Independently hire staff supervisors and part-time staff, without needing prior Board approval.

Additionally, the District Manager may delegate authority to the Clubhouse Manager to hire or recommend staff supervisors and staff. However, the Board agreed that the District Manager retains ultimate authority and may override staffing decisions made by the Clubhouse Manager, ensuring proper checks and balances.

The possibility of requiring dual approvals for certain roles, similar to joint spending limits, was discussed. While collaboration was encouraged, it was concluded that the District Manager has final decision-making authority over the Clubhouse Manager.

Termination Authority, Position Creation, and Compensation Guidelines

The discussion resumed with a request for clarification on whether the previously agreed-upon hiring authority delegated to the District Manager also extended to employee terminations. Employment Counsel, Mr. Herring, advised that this was a matter for the Board to decide.

Several Supervisors expressed consensus that the District Manager should have the authority to terminate employees whom they are authorized to hire, namely Supervisors and part-time Staff, without requiring Board approval. However, the issue of terminating higher-level positions, such as the Clubhouse Manager and Maintenance Technician, prompted more nuanced discussion.

Termination Authority of the District Manager

Mr. Herring proposed a model whereby the District Manager could immediately terminate the Clubhouse Manager or Maintenance Technician only in cases involving criminal conduct or serious misconduct, such as:

- Theft of District property or resident belongings
- Drug use or intoxication while on duty
- Fraud, including bid-fixing
- Any illegal or egregious behavior that compromises the safety or integrity of District operations

For performance-related issues or disciplinary actions not rising to that level, the District Manager would be required to bring the matter before the Board before any termination decision could be made.

The Board agreed with this framework. A formal motion was made and seconded to grant the District Manager authority to immediately terminate the Clubhouse Manager or Maintenance Technician only in cases of criminal or egregious misconduct and otherwise require Board approval for termination decisions affecting those positions. The motion was approved by majority vote, with Supervisor Berdeguez voting “nay.”

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Wagner, WITH FOUR IN FAVOR [LaBarbera, Griffin, Wagner, Cisternas] AND ONE OPPOSED [Berdeguez], the Board ratified the *Termination Authority of the District Manager*, for the Concord Station Community Development District.

Termination and Hiring Authority for Staff Supervisors and Part-Time Staff

A follow-up motion was proposed to explicitly affirm that the District Manager has full authority to hire and terminate staff supervisors and part-time staff without requiring Board approval, provided such decisions fall within budgetary limits. The motion was seconded and passed with a majority vote. Supervisor Berdeguez again voted “nay.”

On a MOTION by Supervisor LaBarbera, SECONDED by Supervisor Cisternas, WITH FOUR IN FAVOR [LaBarbera, Griffin, Wagner, Cisternas] AND ONE OPPOSED [Berdeguez], the Board ratified the *Termination and Hiring Authority for Staff Supervisors and Part-Time Staff*, for the Concord Station Community Development District.

Role Creation Authority

The Board then discussed whether the District Manager should be allowed to create new positions within the District. Mr. Herring clarified that all positions, except for the statutorily defined role of District Manager, had historically been created by formal Board action, including the Clubhouse Manager, Maintenance Technician, Supervisors, and part-time Staff.

Consensus emerged that the ability to create new roles should remain exclusively with the Board. A motion was made and seconded to affirm that the District Manager shall not have the authority to create new positions. The motion passed by unanimous vote following clarification of one member's intent to support the restriction. The Board agreed that any new roles must be approved through a formal vote.

On a MOTION by Supervisor LaBarbera, SECONDED by Supervisor Cisternas, WITH ALL IN FAVOR, the Board ratified the *Role Creation Authority*, for the Concord Station Community Development District.

Pay Levels and Compensation Oversight

Turning to the topic of pay structure, Mr. Herring inquired how the Board wished to handle compensation guidelines, whether via salary bands, fixed scales, or case-by-case determination.

He emphasized that in typical governance models, boards provide high-level oversight while delegating day-to-day employment details, such as compensation within approved ranges, to management staff. Under the current structure, he noted that the salaries for the Clubhouse Manager and Maintenance Technician, both requiring Board approval for hire, would logically be set by the Board as well.

However, for the staff supervisor and part-time staff roles, where hiring and firing authority had already been delegated to the District Manager, Mr. Herring presumed that the District Manager would also control compensation decisions, provided they remained within the adopted budget.

This presumption was immediately challenged by several Supervisors. The Board made it clear that while the District Manager could hire and terminate staff supervisors and part-time employees, they should not have independent authority to set their compensation. Any salary decisions, even for those roles, must receive formal Board approval before implementation. This clarification emphasized the Board's desire to maintain direct oversight over all fiscal matters related to staffing, regardless of delegated hiring authority.

Compensation Policy and Public Comment

Following prior discussion on compensation structures, the Board clarified how authority over salary levels and raises would function moving forward. Ms. Thibault emphasized that she had no intention of unilaterally increasing salaries mid-year or assigning discretionary raises outside of Board control. She reiterated that any salary adjustments would occur within the guidelines approved by the Board and only within defined pay ranges. As an example, if the Board approved a pay range of \$15 to \$18 per hour for part-time staff, she would operate within that limit when making offers.

However, Ms. Thibault stressed that she would not assume authority to provide merit-based increases or modify pay levels unless expressly directed by the Board, aligning her position with standard practices from county government employment where annual raises are typically awarded across the board on a fixed schedule (e.g., October 1st), following a formal vote by an oversight body.

Mr. Herring, confirmed that while Ms. Thibault could operate within the approved budgeted range for new hires, all salary adjustments, including raises for existing employees, must be initiated and approved by the Board. He emphasized that the Board retains sole authority over raises and that any merit or mid-year increases would need to come before the Board for review and approval.

Ms. Thibault, District Counsel, and Mr. Herring agreed to meet offline to begin work on drafting the District's first employee handbook. Mr. Herring noted that while today's meeting laid a solid foundation by establishing the District's hiring, termination, and supervisory structure, the handbook itself would require a more tailored approach that took into account the District's specific size and operations.

Ms. Thibault indicated she was flexible and ready to devote whatever time necessary to assist in the drafting process before the next Board meeting, scheduled for August 14. Mr. Herring acknowledged the urgency and stated his intent to collaborate closely with Ms. Thibault and District Counsel to produce a functioning draft tailored to Concord Station's needs, rather than relying on a generic or overly broad template.

A Supervisor also voiced concern about the legal exposure the District faced by operating without a current employee handbook, noting that existing staff were working without formal guidance. Chairwoman suggested starting with a sample handbook used by another CDD with direct employees and tailoring it to fit Concord Station's needs, especially since handbooks from other Districts should be accessible as public records.

Mr. Herring agreed with the approach and reiterated that although a complete handbook would take some time, the Board had already established enough of a governance framework during this meeting to maintain orderly operations over the next few weeks.

Acknowledgement of Liaison's Role in Recruitment

Before moving forward with candidate interviews, a Supervisor asked to formally acknowledge the presence of several applicants in the audience and to clarify whether the Board would like to pause its internal discussion in order to hear from them.

After brief discussion, the Board decided to hear from the applicants but wished to conclude the compensation-related agenda item first. As the conversation closed, Supervisor Griffin reiterated for the record that his involvement in the recruitment process was strictly limited to posting job advertisements, contacting applicants, conducting initial interviews, and inviting the top candidates to the meeting. He stressed that no offers of employment had been made and that all actions were undertaken in coordination with Ms. Thibault, with some communications facilitated through District Counsel, in accordance with the liaison authority previously discussed and approved by the Board.

B. Resume of Dawne M. Davis

The Board welcomed Ms. Dawn Davis as the first applicant for the Amenity Manager position. A long-time resident of Concord Station (since August 1, 2018), Ms. Davis introduced herself as a seasoned professional with 27 years of experience in the financial sector. She shared that she was now seeking a career change to achieve a healthier work-life balance and to spend more time with her 11-year-old daughter, who attends Imagine School. Ms. Davis expressed sincere interest in the Amenity Manager role as a meaningful way to give back to her community while pursuing a more sustainable lifestyle.

Ms. Davis candidly acknowledged the challenges inherent in transitioning from corporate finance to a community-centered, resident-facing role, but emphasized her enthusiasm and readiness to contribute positively. She had spent the past two months developing staffing schedule models that would ensure reliable weekend coverage without compromising staff morale. She advocated for a balanced rotation of weekend duties among herself, the current supervisor Mr. Hernandez, and part-time staff to prevent burnout and foster a healthy work environment.

She praised Mr. Lookanan for his dedication and professionalism, stating that if the Board chose him for the position instead of her, she would fully support that decision. She made clear that she viewed the process not as competitive but collaborative.

During the interview, Board members asked Ms. Davis a series of questions to assess her preparedness for the role. When asked how she would respond to disruptive teenagers and ongoing behavioral challenges at the clubhouse, Ms. Davis explained that she would engage youth respectfully, addressing them as young adults rather than reacting emotionally. She emphasized the importance of empathy, noting that acting out is often a sign of deeper issues and should be handled with compassion and composure.

A Board member inquired about how she would respond if approached off-duty—at home, the pool, or other common areas—by residents with complaints or concerns. Ms. Davis acknowledged the potential for blurred boundaries, especially as a single parent, but assured the Board she was accustomed to such situations. Drawing from her experience at a local credit union, she noted that she had regularly interacted with clients in public and always responded professionally. She emphasized the importance of setting respectful boundaries while remaining approachable and responsive during work hours.

Ms. Davis was also asked by an audience member, who identified himself as the HOA President, about her experience with vendor management and procurement—skills not listed on her resume. She admitted it was not her passion but confirmed she had experience obtaining and evaluating quotes. She emphasized that she would not act

unilaterally, but instead would collaborate with maintenance staff—particularly Mr. Lookanan—when considering scope and material choices. She stressed that the lowest bid should not be the only consideration and that quality and value were equally important. A Board member clarified that while Ms. Davis would help obtain and review proposals, the final vendor decisions would always be made by the Board. Ms. Davis agreed with and respected that delineation.

In response to a question about areas for improvement in the community, Ms. Davis pointed out the absence of essential administrative systems, including an employee handbook, job descriptions, and a business continuity plan. She highlighted that there were currently no clear protocols for responding to emergencies such as plumbing failures or behavioral issues involving minors. She underscored the importance of having documented processes in place to ensure both staff accountability and effective operations.

Ms. Davis also reflected on the functional differences between a staff supervisor and a manager. While the duties may seem similar, she noted that a manager is ultimately accountable around the clock, whereas a staff supervisor typically operates under a more defined schedule with less overarching responsibility.

In closing, Ms. Davis reiterated her deep commitment to the community, her desire to serve in a leadership role, and her understanding of the boundaries needed to maintain professionalism in a public-facing position. The Board thanked her for her thoughtful, candid responses and her professionalism throughout the discussion.

Following the interview, the Board reflected on Ms. Davis's qualifications. While several members praised her communication skills, emotional intelligence, and dedication to the community, concerns were raised about the unique challenges of working in a management role within one's own neighborhood. Specifically, the Board discussed the potential difficulty in maintaining personal boundaries if residents approached her outside of work hours.

Others saw value in her corporate background, particularly her skills in implementation, restructuring, and operational improvement, which could be effectively applied to the current needs of the District. Her emphasis on administrative and procedural improvements—rather than purely physical infrastructure—also prompted thoughtful consideration.

The issue of onboarding and training was briefly discussed, with some members expressing concern about the sensitivity of having Mr. Lookanan, a fellow candidate, serve as a trainer if not selected. While it was agreed that Mr. Lookanan would likely act professionally, the potential discomfort of that arrangement was acknowledged.

C. Resume of John Curtis

Withdrawn

D. Resume of Michael LaBoy

Withdrawn

E. Mark Lookanan – Maintenance Manager

Following the interview with Ms. Davis, the Board invited Mr. Lookanan, the current Maintenance Manager and an internal candidate for the Clubhouse Manager position, to present his formal proposal. Mr. Lookanan distributed a multi-page PowerPoint presentation titled “Clubhouse and Amenity Staffing Plan” and proceeded to walk the Board through his vision for reorganizing and optimizing the District’s amenity staffing structure.

Drawing from his extensive experience over the past several months—during which he served in multiple roles including Maintenance Technician, Clubhouse Manager, Assistant Manager, and Front Desk Attendant—Mr. Lookanan conveyed that the current staffing configuration was outdated and inefficient. He emphasized the need for strategic revision to elevate service quality, reduce costs, and ensure long-term upkeep of Concord Station’s amenities.

Mr. Lookanan proposed a restructured organizational model that would include the following roles:

- Clubhouse Director (himself)
- One Supervisor (Mr. Hernandez)

- Two Clubhouse Attendants (Lauren and Natalia)
- An Additional Maintenance Technician (to be hired)

He stressed that, if appointed Clubhouse Director, he would remain directly involved in hands-on work and not shift solely to administrative duties. His model emphasized flexible rotation between office and field responsibilities, believing that effective leadership comes from direct engagement rather than oversight from a distance. Recalling a past failure of remote leadership, Mr. Lookanan emphasized the value of “boots on the ground” management.

In support of his proposal, Mr. Lookanan presented key operational and budgetary observations:

- Reduction in Cleaning Costs: He proposed that in-house staff assume cleaning duties, citing the noticeable improvements in cleanliness achieved recently by himself and Lauren.
- Expanded Maintenance Capacity: He highlighted the physical burden of handling monument repairs, trash collection, and infrastructure maintenance alone.
- Dog Waste Station Upkeep: He volunteered to take over weekly waste disposal and deodorizing.
- In-House Repair Capabilities: As a Certified Pool Operator (CPO), he believed certain equipment issues could be handled internally, reducing vendor reliance.
- Support for Future Projects: Additional staffing would allow the District to address sidewalk repairs, painting, and monument enhancements more efficiently.

Mr. Lookanan detailed his financial projections, noting that even under conservative budgeting—with part-time attendants working up to the ACA limit of 130 hours/month at \$16.50/hour and full-time staff earning up to \$50,000 annually—the District would remain approximately \$29,281 under budget. He clarified that the estimates assumed high-end pay rates and maximum allowable part-time hours, leaving room for merit increases while ensuring ACA compliance.

Addressing the Board, Mr. Lookanan expressed confidence in his ability to manage both the administrative and operational demands of the role. He acknowledged that while the position might not suit everyone, his unique background, military discipline, and personal work ethic made him particularly well-suited to a hybrid model. He further stated that the job, as currently structured, did not justify a full-time managerial designation due to its relatively modest administrative burden. He believed that even with full engagement in vendor coordination, scheduling, event planning, reporting, and resident relations, the position remained manageable.

In response to a hypothetical scenario where the Board might not approve his proposed structure in full, Mr. Lookanan expressed his willingness to defer to their decision without hesitation. He emphasized that his proposal was not self-serving but grounded in his observations of the District’s practical needs. He assured the Board that he would continue to serve in his maintenance role with the same level of professionalism and pride if not selected. He cited past interactions with former managers as examples of his calm temperament and resilience under pressure.

Board members responded with appreciation for Mr. Lookanan’s service and dedication, particularly during a period of operational instability. Several Supervisors praised his responsiveness, reliability, and willingness to step up during difficult transitions. However, some members raised concerns regarding the long-term sustainability of his proposed structure. Questions were asked about whether the need for a second maintenance worker was tied more to current project backlogs than to ongoing demand, and whether Mr. Lookanan could successfully transition into a role that required greater administrative focus and delegation.

The discussion concluded with a general acknowledgment of Mr. Lookanan’s considerable value to the District, balanced with thoughtful consideration of the evolving expectations for the Amenity Manager position. The Board recessed the discussion at that point to continue with additional candidate evaluations.

Potential Impact of Staffing Changes and Proposal Implementation

The conversation then turned toward logistical and structural considerations. Supervisors discussed whether the Board should proceed with hiring Mr. Lookanan as Clubhouse Manager under existing role definitions, or wait to formally redefine the job title and responsibilities—possibly to a “Clubhouse Director” or “Amenities Manager”—at a future meeting.

The District's Counsel confirmed that any new title or role structure would require formal Board action to revise existing job descriptions, reporting structures, and organizational hierarchy, which had only recently been clarified. She advised that the Board could vote to hire Mr. Lookanan under the current Clubhouse Manager role, and revisit a broader restructuring—including potential reassignment of maintenance responsibilities—at a subsequent meeting. This would allow the District to avoid a leadership gap while still adhering to proper governance procedures.

Board members voiced a range of views. Some were inclined to proceed with hiring Mr. Lookanan immediately under the current job title, deferring any role restructuring until the next meeting. Others expressed concern about losing Mr. Lookanan as a dedicated maintenance lead without a replacement ready, noting that his dual-role proposal was contingent on adding another maintenance technician.

A potential compromise was discussed: hiring Mr. Lookanan as Clubhouse Manager effective on a future date—such as two weeks from the meeting—to allow time to advertise and hire a new maintenance employee. Board members noted this would provide time to solidify responsibilities and avoid operational disruption.

One Supervisor emphasized that while Mr. Lookanan may not have “sold himself” well in the interview, his qualifications were clear from his track record. Another stressed the importance of not viewing budget savings as the only goal and cautioned against assuming part-time staff could fully absorb roles like janitorial work or dog waste removal, which have regulatory implications.

Concerns were raised about overloading part-time concierge staff, and a consensus emerged that while flexibility and cross-functionality were desirable, they should not come at the expense of operational quality or compliance. For example, issues surrounding dog waste disposal had prompted past complaints, and maintenance staff were not authorized to perform that task under certain regulations.

Clarification of Organizational Structure and Title Debate

Discussion resumed around the semantics and implications of Mr. Lookanan's requested title—"Clubhouse Director"—and whether it was appropriate or necessary to reflect his proposed oversight of both clubhouse and maintenance. Some Supervisors expressed concern about potential confusion or authority conflicts from having overlapping responsibilities, particularly in a small organization where clarity of roles was critical.

District Counsel clarified that while titles could be changed, doing so required Board action. The distinction between “Clubhouse Manager” and “Clubhouse Director” seemed primarily symbolic at this stage, though it reflected the broader question of whether Mr. Lookanan would continue hands-on maintenance duties.

It was confirmed that under the current organizational chart, the Clubhouse Manager was not responsible for maintenance. Thus, if Mr. Lookanan were appointed to the role, the District would need to promptly backfill the maintenance position—or permit temporary dual-role performance with Board approval.

F. Proposal JCS Solutions

At this point in the meeting, it was mentioned that an Amenity Management company (JCS) had appeared at the meeting, hoping to present a proposal. Although the Board had previously voted unanimously to transition away from the contracted Amenity Management model, Supervisor Cisternas suggested allowing JCS a brief opportunity to present, in the interest of transparency and avoiding future claims of bias.

Ultimately, the Board determined that they had no interest in returning to a third-party model and declined to entertain the presentation. The consensus was that the District had not yet had a fair opportunity to prove the in-house model's effectiveness due to past disruptions, and that continuing to pursue self-management was the appropriate course.

Conclusion of Discussion and Forward Plan

As the discussion progressed, the Board focused on the formal appointment of Mr. Lookanan to the position of Clubhouse Manager, recognizing his performance to date in fulfilling both clubhouse and maintenance duties. His demonstrated dedication and ability to manage multiple responsibilities made him a strong candidate for the expanded role. However, the Board emphasized the importance of defining the scope of work, reporting lines, and role expectations to ensure long-term sustainability and operational clarity.

470 In order to maintain continuity during the transition, Board members expressed support for a phased approach.
471 It was agreed that Mr. Lookanan's formal appointment would carry a delayed effective date, contingent on the hiring
472 of a new maintenance technician. This would allow Mr. Lookanan to temporarily continue his maintenance
473 responsibilities while recruitment efforts were underway, avoiding service disruptions.

474 The Board then explored the possibility of updating the Clubhouse Manager job title and description to reflect
475 an expanded scope encompassing both amenity oversight and maintenance responsibilities. A proposal was made to
476 adopt a dual-role leadership model, wherein the new maintenance technician would report directly to the Clubhouse
477 Manager instead of the District Manager. Several Supervisors supported this concept, contingent on a broader
478 restructuring of the District's organizational hierarchy to reflect the revised reporting relationships.

479 District Counsel advised that this restructuring would require clear and formal Board direction, including
480 specific motions to: (1) update the Clubhouse Manager job title and responsibilities; (2) approve a temporary dual-
481 role arrangement; (3) establish an appropriate salary range; and (4) revise the organizational chart accordingly.

482 The Board acknowledged that while clubhouse leadership was an immediate priority, prompt backfilling of the
483 maintenance role remained critical. To that end, the next regular meeting scheduled for August 14 would serve as an
484 opportunity to revisit the revised role definitions, finalize structural updates, and determine whether a long-term
485 dual-role model would best serve the District's operational and financial interests.

486 487 **Clarification on Combined Role and Compensation**

488 The Board discussed whether Mr. Lookanan would effectively be performing two full-time jobs, Clubhouse
489 Manager and Maintenance Manager, while being compensated for only one. It was clarified that this would be a
490 temporary situation, not a permanent combination of roles. Mr. Lookanan had expressed that the current Clubhouse
491 Manager responsibilities did not constitute a full 40-hour workload and had volunteered to continue fulfilling
492 maintenance duties during the interim. The Board acknowledged the practicality of this approach.

493 There was also some confusion about whether Mr. Lookanan's proposed role combined both management tracks
494 indefinitely. District Counsel reiterated that if the Clubhouse Manager position was modified to include maintenance
495 oversight and occasional duties, this would need to be clearly codified in the job description and hierarchy.

496 Board members discussed whether these changes could all be made in one motion or if each structural change
497 required its own separate motion. The District Manager clarified that due to the layered nature of the changes,
498 individual motions were advisable to avoid confusion or unintended consequences.

499 500 **Concerns About Seasonal Demands and Staffing Model**

501 The District's Counsel raised the point that Mr. Lookanan, while experienced in the day-to-day needs of the
502 District, had not yet encountered seasonal programming demands, such as holiday events, school year transitions,
503 or high-traffic periods during summer. Other Supervisors agreed that while Mr. Lookanan had a firm grasp on current
504 operations, it might be prudent to allow time for further evaluation of staffing needs before making long-term
505 commitments to new job structures or eliminating roles.

506 Nonetheless, the Board determined that it was appropriate to proceed with hiring Mr. Lookanan into the newly
507 defined Amenity Manager position while retaining the ability to adjust structure and support staffing in the coming
508 months.

509 510 **Motion Series: Formalizing Job Title, Description, and Hierarchy**

511 A series of motions were then introduced to formalize the various elements discussed.

512 Motion #1: To update the current "Clubhouse Manager" job title and description to "Amenity Manager" and
513 include verbiage stating that the position holds oversight of maintenance operations, may perform maintenance tasks
514 as needed, and shall execute any other duties as assigned.

Motion passed unanimously.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Griffin, WITH ALL IN FAVOR, the Board adopted the "Clubhouse Manager" job title and description to "Amenity Manager," with revisions to include oversight of maintenance operations, authority to perform maintenance tasks as needed, and responsibility for executing other duties as assigned, for the Concord Station Community Development District.

Motion #2: To offer Mr. Lookanan the Amenity Manager position effective immediately, with a salary of \$82,500 annually, including the same insurance stipend and other benefits previously offered in his maintenance role.

Motion passed unanimously.

On a MOTION by Supervisor LaBarbera, SECONDED by Supervisor Griffin, WITH ALL IN FAVOR The Board approved offering Mr. Lookanan the Amenity Manager position effective immediately, with an annual salary of \$82,500, including the same insurance stipend and other benefits previously provided in his maintenance role, for the Concord Station Community Development District.

Motion #3: To post a job requisition for a new Maintenance Technician using the current job description and scope of services.

Motion passed unanimously.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor LaBarbera, WITH ALL IN FAVOR, the Board approved posting a job requisition for a new Maintenance Technician using the current job description and scope of services, for the Concord Station Community Development District.

Motion #4: To approve a salary range for the Maintenance Technician position, to be advertised at \$50,000 to \$66,000 depending on qualifications and experience, with additional consideration for benefits and tax burden.

Motion passed unanimously.

On a MOTION by Supervisor Cisternas, SECONDED by Supervisor Griffin, WITH ALL IN FAVOR, The Board approved a salary range for the Maintenance Technician position, to be advertised at \$50,000 to \$66,000 depending on qualifications and experience, with additional consideration given to benefits and tax burden., for the Concord Station Community Development District.

Motion #5: To revise the organizational hierarchy such that the Maintenance Technician now reports directly to the Amenity Manager, and the Amenity Manager continues to report to the District Manager.

Motion passed unanimously.

On a MOTION by Supervisor Griffin, SECONDED by Supervisor Wagner, WITH ALL IN FAVOR, the Board approved a revision to the organizational hierarchy whereby the Maintenance Technician now reports directly to the Amenity Manager, who continues to report to the District Manager. for the Concord Station Community Development District.

Motion #6: To amend prior directives regarding hiring and supervisory authority, specifying that the Amenity Manager (Mr. Lookanan) has the authority to hire and supervise the Maintenance Technician, while the District Manager retains authority over the Amenity Manager.
Motion passed unanimously.

On a MOTION by Supervisor LaBarbera, SECONDED by Supervisor Cisternas, WITH ALL IN FAVOR, the Board approved an amendment to prior directives regarding hiring and supervisory authority, specifying that the Amenity Manager has the authority to hire and supervise the Maintenance Technician, while the District Manager retains authority over the Amenity Manager, for the Concord Station Community Development District.

Discussion of Pay Adjustment and Discretionary Raise

It was clarified that while the proposed salary for Mr. Lookanan was \$82,500, this included a \$3,300 increase over his previous salary. No formal raise was approved as part of the motions; instead, it was noted that any future salary increases beyond the base amount would be discretionary and subject to further Board review, likely during the October budget cycle. The Board emphasized that such raises were not automatic and should be based on performance and other factors.

Summary of Expectations and Offer Acceptance

The Board then summarized the expectations of the role for Mr. Lookanan:

- He would be responsible for all amenity operations and maintenance oversight.
- He could immediately begin recruiting and hiring a maintenance technician.
- Supervisor Griffin would assist in providing resumes and helping with the job posting process.
- The posting should adhere to the approved salary range, and hiring should proceed prior to the next Board meeting if possible.

Mr. Lookanan was formally offered the Amenity Manager position with the conditions outlined. He accepted the position with appreciation and confirmed his understanding of the responsibilities and salary.

V. Audience Comments – New Business

None heard.

VI. Supervisor Requests

Statement by Chair LaBarbera

I wanted to take a moment to address the fabricated and defamatory message that was read to the Board and community during our last meeting, at the request of Supervisor Berdeguez. I was under the impression that we, as a Board, were past the name calling and false accusations, but apparently old habits die hard.

The letter states that Supervisor Berdeguez received Javier's letter of resignation, but wasn't sure if the rest of the Board did – does that mean that Javier sent it directly to him? That's interesting. I also find it interesting that you are basing your defamatory accusation of myself and Supervisor Griffin violating The Sunshine Law on the words of a disgruntled employee and a rabble rouser.

Anyone who knows me knows that only deal in fact, not opinion or hyperbole. So, I have spent over 15 hours reviewing the past several meetings to ensure the following information is 100% accurate and fact checked – because facts are important.

I am going to address the next few things in the order in which Supervisor Berdeguez presented them in his message.

603 1. In your letter you state that at the April 10th meeting I, “announced that
604 we should move from Kai/Breeze amenities services”, but that is inaccurate. I went
605 back and did my due diligence on this accusation, and it’s absolutely incorrect. The
606 truth is, the discussion was brought to the Board by Supervisor Griffin on 3/13. He
607 discussed his grievances with the lack of maintenance that was being performed, and
608 you discussed your grievance with Field Services. You are actually the only other
609 supervisor who spoke during this time (approx. 3hr3min) and said that you agreed with
610 leaving Breeze/Kia. During this time, it was agreed that all supervisors would review
611 the amenities scope of work, and we would hold a special meeting (3/31) to discuss. I
612 requested that the District Counsel send all previous RFPs to the Board as well, so they
613 could compare the scope of work with the previous RFPs.
614

615 2. April 28th meeting – you inquire on how I knew about Alex working at
616 another district at the same time he was working at ours. It has been no secret that I
617 hold relationships with other Board members at other districts. Some of which were
618 managed by Breeze. I stated that DURING the meeting, that I spoke with a Board
619 member of that district and we discovered that we were sharing the same maintenance
620 personnel. If you would like a full breakdown of that conversation, I can gladly do that
621 for you – but I don’t feel its necessary to on the community’s dime.
622

623 Additionally, your message states that on May 8th Breeze/Kia was terminated,
624 which is completely inaccurate. Breeze resigned from our community during the April
625 28th meeting, I’m not sure how you could have possibly missed that. Anchor Stone
626 took over on May 1st. And to be fair, you aren’t wrong – I absolutely asked Patricia to
627 come and present to the Board. The agenda item that was up for discussion was the
628 Breeze District Management contract. It’s no secret that the whole reason we even
629 went with Breeze was because of Patricia, not to mention the fact that she is a CPA.
630 The only reason things were getting done and emails were getting answered was
631 because of Patricia. It would have been a disservice to the community if I DIDN’T ask
632 Patricia to come and present to the Board.
633

634 You say the Board had “no choice but to hire Anchor Stone” because Breeze was
635 let go effective immediately, without 30 days’ notice, which again, is incorrect. As
636 someone who has served on the Board for many many years, I would expect that you
637 should know how a contract works. It isn’t even possible for us to let someone go
638 without proper notice. Please tell me how Vice Chair Griffin and I manipulated the
639 Board. Please tell me how I manipulated YOU to vote yes on this.
640

641 3. June 12 Meeting – This was an interesting one for me because you state
642 in your message to the Board that I had Patricia bring Kilinski Van Wyk to the meeting
643 to replace Staley Robin Vericker “without cause”. Now it’s clear to me that you have
644 a problem with accurately recalling what has transpired during meetings, but if you
645 will attempt to recall, during the Vision Meeting, it was discussed that previous District
646 Counsel neglected to provide contacts for approval in a timely manner on several
647 occasions. Additionally, it was discussed that previous District Counsel missed the
648 new clause in the Solitude contract which prevents us from being able to cancel the
649 contract without paying them out for the remainder of the contract. During the budget
650 meeting, I mentioned seeking new District Counsel. If the Board did not want or agree
651 to hiring new District Counsel, they simply could have voted against it. Again, you

accuse me of manipulating the Board – but the recording of the meeting shows very clearly that the Board discussed new District Counsel IN DEPTH and you voted in agreement for new counsel.

4. Most Current Events – In your message you mention the resignation of Javier, which I don't think anyone is really sad about – but then you mention the resignation of the Assistant Manager, Jennifer. You imply that Vice Chairman Griffin had something to do with her leaving as well. I'm certain that a businessman of your caliber certainly did his due diligence and spoke with Jennifer prior to her departure before making such a defamatory accusation. Can you please share with the Board how that discussion with her went? What details did she share with you to support such an accusation? Did you bother to speak with Mark about his experiences with Javier?

You go on further to state that Vice Chairman Griffin should not have been able to hire anyone without Board approval – but it's clear that you are the only person on the Board who is of the belief. We were all of the understanding that he was/is the liaison. I'll speak for myself when I say, I was of the understanding that meant that he had the ability to fill positions as needed. Let me remind you that if Vice Chairman Griffin did not take the initiative, the clubhouse would have been closed on July 4th.

You stated 1) Mr. Hernandez Hernandez, a former Kai/Breeze employee, shouldn't be interviewing anyone on behalf of the Board.

-I applaud Vice Chairman Griffin for having all staff included in the hire process. The staff should function as a tight nit group and everyone's opinion matters in such a small group.

You stated 2) District Manager Thibault should've told the VC that he couldn't hire without Board Approval.

-I cannot speak for District Manager Thibault, but I would imagine she was of the same belief that the rest of the Board was – he was/is the liaison and was acting within his authority.

You stated 3) Jennifer had already told them that she will resign and shouldn't hire anyone on behalf of the Board. This is another attempt to manipulate the Board into hiring someone that we didn't even see a resume, interview or meet.

- Just because someone gave their notice, it doesn't mean they stop doing their job. Jennifer was acting in the best interests of the community by seeking the best fit for the job. Who else was supposed to be doing it? If Jennifer wasn't looking at other candidates, who else was supposed to be searching? Was it going to be you? Are you going to volunteer your time to list the positions, schedule the interviews, and then interview the candidates? How is this an attempt to manipulate the Board?

In your message to the Board you imply that the Board was forced to change the district engineer and landscaping company

-Just an FYI – the District Engineer was replaced because we fired the other engineer post Hurricane Milton. In case you don't remember, he authorized desilting the street drain even though the district is not responsible for the drains. He acted without authority and the Board voted to terminate the contract with Johnson Engineering. Stantec stepped in to act as our interim engineer so that we could continue to function and make necessary decisions. Ultimately, the ENTIRE Board voted to keep them as our district engineer.

- You also state that we did not go out to RFP for landscaping, and that simply isn't true. We absolutely went out to RFP for landscaping. The only two companies that bid on the job were RedTree and Yellowstone. Unfortunately, Yellowstone did not do the mandatory property walk through, therefore we had no choice but to go with RedTree for landscaping. I truly hope this refreshes your memory.

With all of this said, I have just one question – what is my benefit? You say that there is collusion on the Board and that I have manipulated everyone around me– What have I gotten out of all of this?

I find it absolutely insulting to everyone on this Board that you insist that I have manipulated everyone. The truth is, you are insinuating that I am either a diabolical genius or everyone on this Board is a complete idiot – yourself included. I don't think either is true. Instead, I think that everyone on this Board has freely made the choices that they saw fit.

You should be ashamed of yourself for making such baseless, unfounded, and reckless accusations.

Let me be VERY clear – there is NO “collusion” happening between myself and Supervisor Griffin, myself and District Manager Patricia Thibault, or between anyone else and myself. These are baseless and defamatory accusations that I will NOT allow to continue. I strongly suggest that before you publicly accuse me of colluding and attempting to drag my name through the mud, you do your research present some hard facts.

Clarifying Comments from Other Board Members

Discussion ensued by the Supervisors about the transition from the previous management company to the current management company.

VII. Adjournment

With no further comments, a motion was made to adjourn the meeting. The motion was seconded. All board members voted in favor, and the motion carried unanimously.

On a MOTION by Supervisor Wagner, SECONDED by Supervisor LaBarbera, WITH ALL IN FAVOR, the Board adjourned the Meeting for the Concord Station Community Development District.

~Any individual who wishes to appeal a decision made by the Board with respect to any matter considered at this meeting is hereby advised that they may be responsible for ensuring that a verbatim record of the proceedings is made, including all testimony and evidence upon which the appeal is based.~

The meeting minutes were approved by a vote of the Board of Supervisors during a publicly noticed meeting held on _____, 2025.

Signature

Signature

Printed Name ☐ Secretary ☐ Assistant Secretary

Printed Name ☐ Chairman ☐ Vice Chairman

EXHIBIT 13

[RETURN TO AGENDA](#)



RESOLUTION 2025- 12

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT SETTING THE ANNUAL MEETING SCHEDULE FOR FISCAL YEAR 2026; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Concord Station 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 District is required by Section 189.015, *Florida Statutes*, to file quarterly, semi-annually, or annually a schedule (including date, time, and location) of its regular meetings with local governing authorities; and

WHEREAS, further, in accordance with the above-referenced statute, the District shall also publish quarterly, semi-annually, or annually the District’s regular meeting schedule in a newspaper of general paid circulation in the county in which the District is located; and

WHEREAS, the Board of Supervisors desires to adopt an annual meeting schedule for the fiscal year beginning October 1, 2025, and ending September 30, 2026 (“**Fiscal Year 2026**”), attached as **Exhibit A**.

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

SECTION 1. The Fiscal Year 2026 annual meeting schedule attached hereto and incorporated by reference herein as **Exhibit A** is hereby approved and shall be published in accordance with the requirements of Florida law and also provided to applicable governing authorities.

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

PASSED AND ADOPTED this 14th day of August 2025.

ATTEST:

**CONCORD STATION COMMUNITY
DEVELOPMENT DISTRICT**

Secretary/Assistant Secretary

Chairperson, Board of Supervisors

Exhibit A: Fiscal Year 2026 Annual Meeting Schedule

EXHIBIT A

CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT NOTICE OF MEETINGS FOR FISCAL YEAR 2026

The Board of Supervisors (“Board”) of the Concord Station Community Development District (“District”) will hold their regular meetings for Fiscal Year 2026 at the Concord Station Clubhouse, 18636 Mentmore Blvd., Land O’ Lakes, Florida 34638, on the second Thursday of every month at 6:30 p.m. unless otherwise indicated as follows:

October 9, 2025
November 13, 2025
December 11, 2025
January 8, 2026
February 5, 2026
March 12, 2026
April 9, 2026
May 14, 2026
June 11, 2026
July 9, 2026
August 13, 2026
September 10, 2026

The meetings will be conducted in accordance with the provisions of Florida law for community development districts and will be open to the public. The meetings may be continued in progress without additional notice to a date, time, and place to be specified on the record at the meeting. A copy of the agenda for the meetings may be obtained by contacting the office of the District Manager c/o Anchor Stone Management, LLC, 255 Primera Blvd., Suite 160, Lake Mary, FL 32746 (“District Manager’s Office”).

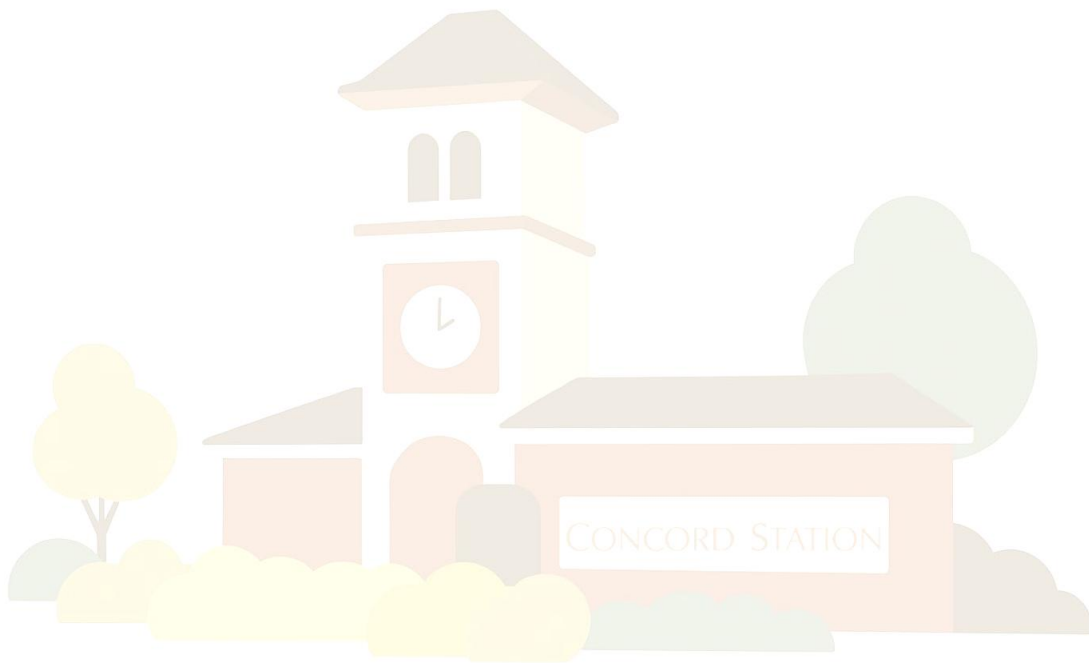
There may be occasions when one or more Board supervisors or staff will participate by speaker telephone. Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations at any meeting because of a disability or physical impairment should contact the District Office at (561) 571-0010 at least three (3) business days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Office.

A person who decides to appeal any decision made at a meeting with respect to any matter considered at the meeting 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 such appeal is to be based.

District Manager

EXHIBIT 14

[RETURN TO AGENDA](#)



RESOLUTION 2025-__13__

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF
THE CONCORD STATION COMMUNITY DEVELOPMENT
DISTRICT DESIGNATING THE DISSEMINATION AGENT
OF THE DISTRICT AND PROVIDING AN EFFECTIVE
DATE**

WHEREAS, the CONCORD STATION 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 Pasco County, Florida; and

WHEREAS, the District previously entered that certain Continuing Disclosure Agreement, dated August 29, 2016 (the “CDA”), which contemplate that the District may appoint a Dissemination Agent by filing a written copy of such appointment with the Trustee (as defined in the CDA) and upon written acceptance of such designation by the appointed Dissemination Agent; and

WHEREAS, the Board desires to appoint and remove its Dissemination Agent under the CDA.

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

SECTION 1. Anchor Stone Management, LLC is hereby appointed as Dissemination Agent under the CDA effective May 1, 2025. This appointment supersedes any appointments of Dissemination Agent made by the Board prior to May 1, 2025. Evidence of Anchor Stone Management, LLC acceptance of such appointment is provided in that certain *Agreement for District Management Services* between the District and Anchor Stone Management, LLC, a copy of which can be requested from the District.

SECTION 2. This Resolution shall take effect on May 1, 2025.

PASSED AND ADOPTED this day of 2025.

ATTEST:

CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT

Secretary / Assistant Secretary

Chair/Vice Chair, Board of Supervisors

EXHIBIT 15

[RETURN TO AGENDA](#)



ACCESS DOOR CONTROL PANELS REPLACEMENT POST LIGHTNING DAMAGE

From Concord Station Manager <concordstationmgr@gmail.com>

Date Fri 8/8/2025 7:01 PM

To Jess LaBarbera <seat1@concordstationcdd.com>; Patricia Thibault <Patricia@AnchorstoneMgt.com>; Anna Lyalina <Anna@AnchorstoneMgt.com>; Danny Hernandez <concordstationassistant@gmail.com>

 1 attachment (391 KB)

Concord station CDD - Replace 4 control panels - Mark.pdf;

Chairperson, District Manager

Please, find attached the proposal for the emergent repair of 4- Main Access Panels and 2 Surge/Battery Backup Units, due to the system being damaged by lightning during yesterday's storm.

The fob access system is currently down, forcing us to come up with new operating hours for the Gym and Pool, which will be promulgated shortly via a community blast message.

The external door to the Gym is unable to lock mechanically, as the locking bar is too short to reach the locking mechanism (will look into it and perform repairs). As such, we had to come up with a quick method to keep the door from staying open overnight (used a strap to tie it down), and the lobby entrance has become the temporary main entrance to the Gym.

Let me know if you have any questions or concerns.

Thank you,
Mark A. Looknanan, Jr.
Concord Station CDD
Clubhouse and Amenity Manager
concordstationmgr@gmail.com
(o) 813-909-4569
(c) 860-857-3311



Phone: (863) 797-7525 (863) 968-6713

DATA + ACCESS CONTROL + SECURITY + INTRUSION + CCTV +

MONITORING + IT + LOCKS + GATES

LIC. EG13000790

ECSINTEGRATIONS.COM

Concord Station CDD / Replace Access Panel



Date:	8/8/2025	PROPOSAL	Proposal No:	TH25810
Submitted to:	Concord Station CDD	Job Location:	Concord Station CDD / Replace Access Panel	
Attention:	Mark Title: Manager	Attention:	Mark Title: Manager	
Email:	concordstationmgr@gmail.com	Email:	concordstationmgr@gmail.com	
Phone:	813-909-4569 Fax:	Phone:	813-909-4569 Fax:	
Address:	18636 Mentmore Blvd	Address:	18636 Mentmore Blvd	
City / ST	Land O Lakes / FL Zip: 34638	City / ST	Land O Lakes / FL Zip: 34638	

SCOPE OF WORK:

REPLACE / INSTALL / PROGRAM 4 MAIN ACCESS PANEL @ \$1710.00 PER PANEL = \$ 6840.00 . INSTALL 2 SURGE / BATTERY BACKUP UNITS @ \$ 240.00 PER UNIT = \$ 480.00 . 16 HOURS LABOR @ \$ 135.00 PER HOUR = \$ 2160.00 . TOTAL = \$1710 .00 . ECS ASSUMES THAT ALL READERS AND ELECTRIC LOCKS AND WIRING ARE ALL FUNCTIONAL .

INCLUDED MATERIALS:

4- MAIN ACCESS PANELS . 2- SURGE / BATTERY BACK UP UNITS .ALL PROGRAMMING / TESTING NEEDED . DATA TRANSFER INTO 5 PANELS .

INCLUSIONS:

• Quoted price will include materials specified, normal freight for all materials, filed notice to owner, equipment submittals, wire and device installation, final check-out and certification, one staff training session on the systems' operation.

CONSIDERATIONS & EXCLUSIONS:

- All work described in this proposal is to be performed during normal business hours unless otherwise noted.
- Customer agrees to provide uninterrupted and unhindered access to all necessary work areas during normal business hours. Any hindrance of ECS Integrations (ECSI) technicians will result in additional labor charges of \$85/man hour.
- ECSI is not responsible for any changes the Authority Having Jurisdiction (AHJ) or customer may deem necessary. Any alteration or deviation from the original scope involving additional costs will be executed only upon written orders. Work, including closing of the permit, will be halted until the authorization for the change order is received in writing. • ECSI will accept payments with a credit card. These are subject to a 4% processing fee.
- Permit documents and fees are not included as specified above. Tax is excluded.
- This proposal does NOT include repairing any pre-existing troubles that may be present, including those troubles that may not be detected until proposed work is complete. (Such trouble issues may arise from any field device, field wiring, module, panel or system connected to the panel)
- This proposal does NOT cover ancillary device connections, overtime, lifts, patching, fire caulking existing penetrations, painting, phone lines, damage by others, or additional inspections required by AHJ.
- The customer is responsible for providing all connections to high voltage system components, and all conduit of the correct size to accommodate ECSI wire fills (with pull string installed).
- Unless instructed by writing prior to commencement of work, all parts removed from jobsite will be discarded without notice.

Additional notes added at time of acceptance: 50% DEPOSIT DUE PRIOR TO INSTALL.

Terms:	First billing will include all parts for job start-up and mobilization labor. All billing thereafter will be billed monthly on percent of job completed.	GRAND TOTAL:	\$9,480.00
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This proposal is valid through 9/7/2025

ECSI Sales Rep: _____
(Sales Representative)

ECSI Officer: _____
(Authorizing Officer Signature)

Date

THIS IS A BINDING CONTRACT. The person executing this Contract represents and warrants that he/she has full authority to enter into this Contract on behalf of the Customer. The undersigned hereby acknowledges reading, understanding, and accepting all the prices, specifications, terms and conditions set forth in this Contract, including those on page two of this document which are incorporated herein and by reference made a part hereof. The undersigned authorizes ECSI to perform the work specified herein.

Customer Name: _____
ECS INTEGRATIONS- rev 2021-10-11

Signature: _____

Date

TERMS & CONDITIONS:

1. Required Approval: This Contract shall not be binding upon ECSI until signed by an officer of ECSI. In the event this Contract is not approved by said officer of ECSI, ECSI's liability shall be limited to refunding Subscriber the amount paid, if any, upon signing this Contract.

2. Warranty:

A. Standard Warranty. ECSI guarantees all material to be as specified. All work shall be completed in a workmanlike manner according to standard industry practices. Materials & labor are warranted for 90 days from date of installation or for the term of the selected Extended Service Plan if Subscriber elects to participate in such plan. There is no labor and material warranty on any customer provided equipment.

B. Extended Warranty. Applicable only if specified on face of this contract and is contingent upon ECSI being contracted to provide Central Station Monitoring Services and perform all of the NFPA mandated tests and inspections of the installed fire protection systems'.

C. All Warranty obligations exclude pre-existing to remain components, batteries, acts of God, fire, theft, vandalism, or tampering by unauthorized personnel. All warranty's are void if any party not authorized by ECSI performs work on any item installed by ECSI.

3. Hours of Service. All work required by this Contract shall be performed between 8:00 a.m. and 4:30 p.m. on normal business days, except in the case of emergency. Service calls received after 3:30 p.m. are subject to after-hour rates.

4. Subscriber Responsibilities:

A. Subscriber agrees not to tamper with, remove, or otherwise interfere with the communication software and agrees to furnish, at Subscriber's expense, all 110 volt AC power, electrical outlets, receptacles, and telephone hook-ups as deemed necessary by ECSI for connection of the equipment.

B. Subscriber must visually inspect system components periodically and, if a problem is discovered, notify ECSI immediately. When ECSI alerts Subscriber of any issue with the system that requires correction, Subscriber assumes full responsibility for taking action to resolve the reported issue.

C. Subscriber must inform ECSI, in writing, of any change in fire rating bureau or agency. Subscriber must also inform ECSI, in writing, of any change in the list of people that ECSI is to call in the event of alarm activation. ECSI is not responsible for any errors, omissions, or failure to update such list by Subscriber.

5. Default:

A.

Event of Default. Subscriber shall be in default of this Contract if Subscriber: (a) fails to pay any installation charge, (b) fails to pay any monitoring or service charge, (c) willfully or negligently causes repeated false alarms, (d) cancels this Contract without cause before the end of its term, or (e) fails to perform any other obligations under this Contract.

B. ECSI's Remedy Upon Default.

i. Terminate Contract. If Subscriber defaults, ECSI may terminate this Contract ten (10) days after written notice of default if Subscriber has not cleared the default by that date.

ii. Damages. If Subscriber defaults, Subscriber shall pay ECSI any money due for any product or services provided prior to default. Additionally, Subscriber shall pay an amount equal to 60% of the remaining monitoring and or Extended Service Plan fees, plus any other damages to which ECSI may be entitled under applicable law.

iii. Costs. In the event either Party resorts to legal action to enforce the terms and provisions of this Agreement, or as a result of any breach under this Agreement, the prevailing Party shall be entitled to recover the costs of such action so incurred, including, without limitation, reasonable attorneys' fees, arbitration fees, prejudgment interest, and any other reasonable and related expenses of collection.

6. Changes: Any alteration or deviation from the specified work involving extra costs, will be executed only upon written orders, and will become an extra charge. The cost of any changes to the scope of work described herein made at the request of or made necessary or required by Subscriber's action, or which may be required by any governmental agency or insurance interest or inspection and rating bureaus are to be borne solely by Subscriber. SUBSCRIBER ACKNOWLEDGES THAT SUBSCRIBER HAS CHOSEN THE SYSTEM AND THAT ADDITIONAL PROTECTION IS AVAILABLE AND MAY BE OBTAINED FROM ECSI AT AN ADDITIONAL COST TO SUBSCRIBER. All risk of loss or damage to the system shall be borne exclusively by Subscriber.

7. External

Services: Any fines levied by a municipality or government agency regarding false alarms shall be the sole responsibility of the Subscriber. Additional fees levied by monitoring agency for any reason, including but not limited to those caused by runaway dialers, runner services, etc. shall be the sole responsibility of Subscriber. Such fees shall be added to the service charges or billed to Subscriber directly by the appropriate agency.

8. A. Limitation of Damages (cont.)

The payments under this Contract are based solely upon the value of the services provided and it is not the intention of the parties that ECSI assume responsibility for any loss or damage sustained through burglary, theft, robbery, fire, or other cause, or that there exists or shall exist any liability on the part of ECSI by virtue of this Contract. Notwithstanding these provisions, if there should arise any liability on the part of ECSI, such liability is and shall be limited to a sum equal to the service charge for a period of six (6) months or \$500.00 whichever is less, which sum is liquidated damages and not a penalty. In the event that Subscriber wishes ECSI to assume greater liability, Subscriber may obtain from ECSI a higher limit by paying an additional amount proportioned to the responsibility and a rider shall be attached to this Contract, setting forth the additional liability of ECSI and the additional charges. However, any such additional obligation does not make ECSI an insurer.

B. Interruption of Service. ECSI shall not be liable for any damage or loss sustained by Subscriber as a result of any delay in service or installation of equipment, equipment failure, or interruption of service due to electric failures, strikes, war, acts of God, or other causes, including ECSI's negligence in the performance of this Contract. The estimated date that work is to be substantially completed is not a definite completion date and time is not of the essence.

C. Disclaimer of Warranties. ECSI does not represent or warrant that the system may not be compromised or circumvented; or that the system will prevent any loss by burglary, hold-up, fire or otherwise; or that the system will in all cases provide the protection for which it is installed or intended. Subscriber acknowledges and agrees that ECSI has made no representations or warranties, expressed or implied, as to any matter whatsoever including without limitation the condition of equipment, its merchantability or its fitness for any particular purpose; nor has Subscriber relied on any representations or warranties, expressed or implied, that any affirmation of fact or promise shall not be deemed to create an express warranty and that there are no warranties which extend beyond the face of this Contract; that

ECSI is not an insurer; that Subscriber assumes all risk of loss or damage to Subscriber's premises or the contents thereof; and that Subscriber has read and understands all of this Contract, particularly paragraph eight (8) which sets forth ECSI's maximum liability in the event of any loss or damage to Subscriber or anyone else.

9. Third Party Indemnification: In the event any person, not a party to this contract, shall make any claim or file any lawsuit against ECSI for any reason relating to ECSI's duties and obligations pursuant to this Contract, including but not limited to the design, installation, maintenance, monitoring, operation, or any failure of the alarm system to operate properly, Subscriber agrees to indemnify, defend and hold ECSI harmless from any and all claims and lawsuits, including the payment of all damages, expenses, costs, and attorney's fees to the extent Subscriber agrees to indemnify, defend and hold ECSI harmless from any and all claims and lawsuits, including the payment of all damages, expenses, costs, and attorney's fees to the extent caused by Subscriber. The parties agree that there are no third party beneficiaries of this Contract. Subscriber, for itself and any of its insurance carriers waives any right of subrogation Subscriber's insurance carriers may have against ECSI or any of its subcontractors, subject to the advice of Subscriber's counsel.

10. Assignment: ECSI shall have the right to assign this Contract without notice to Subscriber and shall have the further right to subcontract any services which it may perform. ECSI shall inform Subscriber when services are subcontracted and shall maintain current proof of subcontractor's state license, general insurance, and workers compensation coverage. Subscriber acknowledges that this Contract, and particularly those paragraphs relating to disclaimer of warranties, liquidated damages and third party indemnification, inure to the benefit of, and are applicable to any subcontractors employed by ECSI to provide monitoring, maintenance, installation or service of the system(s) and they bind Subscriber to said subcontractors with the same force and effect as they bind Subscriber to ECSI.

11. Severability: In the event any of the terms or provisions of this Contract shall be declared to be invalid or inoperative, all of the remaining terms and provisions shall remain in full force and effect.

12. Notices: All notices to be given hereunder shall be in writing and may be served either personally or by mail, postage prepaid to the addresses set forth in the Contract or to any other from time to time in writing.

13. Binding Arbitration: This Contract is binding for ECSI, Subscriber, successors in interest, agents, employees, shareholders, officers, former employees, former officers, directors, subsidiaries, parent corporations, attorneys, and all other entities acting on the their behalf. Parties agree to submit to binding arbitration, conducted by the American Arbitration Association under the Construction Industry Arbitration Rules, any matters which cannot otherwise be resolved, and expressly waive any and all rights in law and equity to bringing any civil disagreement before a court of law, except that judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

14. Entire Agreement: This Contract is intended by the parties as a final expression of their agreement and as a complete and exclusive statement of the terms. This Contract supersedes all prior representations, understandings or agreements of the parties. This Contract can only be modified in a writing signed by the parties. No waiver of a breach of any term or condition of this Contract shall be construed to be a waiver of any succeeding breach.

The payments under this Contract are based solely upon the value of the services provided and it is not the intention of the parties that the ECSI assume responsibility for any loss or damage sustained through burglary.

8. ECSI'S LIMITS OF LIABILITY:

A. Limitation of Damages. IT IS UNDERSTOOD AND AGREED THAT ECSI IS NOT AN INSURER AND THAT INSURANCE, IF ANY, COVERING INJURY AND PROPERTY LOSS OR DAMAGE ON SUBSCRIBER'S PREMISES SHALL BE OBTAINED BY THE SUBSCRIBER.

EXHIBIT 16

[RETURN TO AGENDA](#)





Phone: (863) 797-7525 (863) 968-6713

DATA + ACCESS CONTROL + SECURITY + INTRUSION + CCTV +

MONITORING + IT + LOCKS + GATES

LIC. EG13000790

ECSINTEGRATIONS.COM



Concord Station CDD / Replace Access Panels

Date:	8/8/2025	PROPOSAL	Proposal No:	TH25809
Submitted to:	Concord Station CDD	Job Location:	Concord Station CDD / Replace Access Panels	
Attention:	Mark Title: Manager	Attention:	Mark Title: Manager	
Email:	concordstationmgr@gmail.com	Email:	concordstationmgr@gmail.com	
Phone:	813-909-4569 Fax:	Phone:	813-909-4569 Fax:	
Address:	18636 Mentmore Blvd	Address:	18636 Mentmore Blvd	
City / ST	Land O Lakes / FL Zip: 34638	City / ST	Land O Lakes / FL Zip: 34638	

SCOPE OF WORK:

REPLACE / INSTALL / PROGRAM 5 MAIN ACCESS PANELS @ \$1710.00 PER PANEL = \$ 8550.00 . 10 HOURS LABOR @ \$ 135.00 PER HOUR = \$ 1350.00 . TOTAL = \$9900 .00 . ECS ASSUMES THAT ALL READERS AND ELECTRIC LOCKS AND WIRING ARE ALL FUNCTIONAL .

INCLUDED MATERIALS:

5- MAIN ACCESS PANELS .ALL PROGRAMMING / TESTING NEEDED . DATA TRANSFER INTO 5 PANELS .

INCLUSIONS:

• Quoted price will include materials specified, normal freight for all materials, filed notice to owner, equipment submittals, wire and device installation, final check-out and certification, one staff training session on the systems' operation.

CONSIDERATIONS & EXCLUSIONS:

- All work described in this proposal is to be performed during normal business hours unless otherwise noted.
- Customer agrees to provide uninterrupted and unhindered access to all necessary work areas during normal business hours. Any hindrance of ECS Integrations (ECSI) technicians will result in additional labor charges of \$85/man hour.
- ECSI is not responsible for any changes the Authority Having Jurisdiction (AHJ) or customer may deem necessary. Any alteration or deviation from the original scope involving additional costs will be executed only upon written orders. Work, including closing of the permit, will be halted until the authorization for the change order is received in writing. • ECSI will accept payments with a credit card. These are subject to a 4% processing fee.
- Permit documents and fees are not included as specified above. Tax is excluded.
- This proposal does NOT include repairing any pre-existing troubles that may be present, including those troubles that may not be detected until proposed work is complete. (Such trouble issues may arise from any field device, field wiring, module, panel or system connected to the panel)
- This proposal does NOT cover ancillary device connections, overtime, lifts, patching, fire caulking existing penetrations, painting, phone lines, damage by others, or additional inspections required by AHJ.
- The customer is responsible for providing all connections to high voltage system components, and all conduit of the correct size to accommodate ECSI wire fills (with pull string installed).
- Unless instructed by writing prior to commencement of work, all parts removed from jobsite will be discarded without notice.

Additional notes added at time of acceptance: 50% DEPOSIT DUE PRIOR TO INSTALL.

Terms:	First billing will include all parts for job start-up and mobilization labor. All billing thereafter will be billed monthly on percent of job completed.	GRAND TOTAL:	\$9,900.00
---------------	--	---------------------	-------------------

This proposal is valid through 9/7/2025

ECSI Sales Rep: _____
(Sales Representative)

ECSI Officer: _____
(Authorizing Officer Signature)

Date

THIS IS A BINDING CONTRACT. The person executing this Contract represents and warrants that he/she has full authority to enter into this Contract on behalf of the Customer. The undersigned hereby acknowledges reading, understanding, and accepting all the prices, specifications, terms and conditions set forth in this Contract, including those on page two of this document which are incorporated herein and by reference made a part hereof. The undersigned authorizes ECSI to perform the work specified herein.

Customer Name: _____
ECS INTEGRATIONS- rev 2021-10-11

Signature:

8/11/2025

Date

Patricia Comings-thibault

TERMS & CONDITIONS:

1. Required Approval: This Contract shall not be binding upon ECSI until signed by an officer of ECSI. In the event this Contract is not approved by said officer of ECSI, ECSI's liability shall be limited to refunding Subscriber the amount paid, if any, upon signing this Contract.

2. Warranty:

A. Standard Warranty. ECSI guarantees all material to be as specified. All work shall be completed in a workmanlike manner according to standard industry practices. Materials & labor are warranted for 90 days from date of installation or for the term of the selected Extended Service Plan if Subscriber elects to participate in such plan. There is no labor and material warranty on any customer provided equipment.

B. Extended Warranty. Applicable only if specified on face of this contract and is contingent upon ECSI being contracted to provide Central Station Monitoring Services and perform all of the NFPA mandated tests and inspections of the installed fire protection systems'.

C. All Warranty obligations exclude pre-existing to remain components, batteries, acts of God, fire, theft, vandalism, or tampering by unauthorized personnel. All warranty's are void if any party not authorized by ECSI performs work on any item installed by ECSI.

3. Hours of Service. All work required by this Contract shall be performed between 8:00 a.m. and 4:30 p.m. on normal business days, except in the case of emergency. Service calls received after 3:30 p.m. are subject to after-hour rates.

4. Subscriber Responsibilities:

A. Subscriber agrees not to tamper with, remove, or otherwise interfere with the communication software and agrees to furnish, at Subscriber's expense, all 110 volt AC power, electrical outlets, receptacles, and telephone hook-ups as deemed necessary by ECSI for connection of the equipment.

B. Subscriber must visually inspect system components periodically and, if a problem is discovered, notify ECSI immediately. When ECSI alerts Subscriber of any issue with the system that requires correction, Subscriber assumes full responsibility for taking action to resolve the reported issue.

C. Subscriber must inform ECSI, in writing, of any change in fire rating bureau or agency. Subscriber must also inform ECSI, in writing, of any change in the list of people that ECSI is to call in the event of alarm activation. ECSI is not responsible for any errors, omissions, or failure to update such list by Subscriber.

5. Default:

A. Event of Default. Subscriber shall be in default of this Contract if Subscriber: (a) fails to pay any installation charge, (b) fails to pay any monitoring or service charge, (c) willfully or negligently causes repeated false alarms, (d) cancels this Contract without cause before the end of its term, or (e) fails to perform any other obligations under this Contract.

B. ECSI's Remedy Upon Default.

i. Terminate Contract. If Subscriber defaults, ECSI may terminate this Contract ten (10) days after written notice of default if Subscriber has not cleared the default by that date.

ii. Damages. If Subscriber defaults, Subscriber shall pay ECSI any money due for any product or services provided prior to default. Additionally, Subscriber shall pay an amount equal to 60% of the remaining monitoring and or Extended Service Plan fees, plus any other damages to which ECSI may be entitled under applicable law.

iii. Costs. In the event either Party resorts to legal action to enforce the terms and provisions of this Agreement, or as a result of any breach under this Agreement, the prevailing Party shall be entitled to recover the costs of such action so incurred, including, without limitation, reasonable attorneys' fees, arbitration fees, prejudgment interest, and any other reasonable and related expenses of collection.

6. Changes: Any alteration or deviation from the specified work involving extra costs, will be executed only upon written orders, and will become an extra charge. The cost of any changes to the scope of work described herein made at the request of or made necessary or required by Subscriber's action, or which may be required by any governmental agency or insurance interest or inspection and rating bureaus are to be borne solely by Subscriber. SUBSCRIBER ACKNOWLEDGES THAT SUBSCRIBER HAS CHOSEN THE SYSTEM AND THAT ADDITIONAL PROTECTION IS AVAILABLE AND MAY BE OBTAINED FROM ECSI AT AN ADDITIONAL COST TO SUBSCRIBER. All risk of loss or damage to the system shall be borne exclusively by Subscriber.

7. External Services: Any fines levied by a municipality or government agency regarding false alarms shall be the sole responsibility of the Subscriber. Additional fees levied by monitoring agency for any reason, including but not limited to those caused by runaway dialers, runner services, etc. shall be the sole responsibility of Subscriber. Such fees shall be added to the service charges or billed to Subscriber directly by the appropriate agency.

8.A. Limitation of Damages (cont.)

The payments under this Contract are based solely upon the value of the services provided and it is not the intention of the parties that the ECSI assume responsibility for any loss or damage sustained through burglary.

8. ECSI'S LIMITS OF LIABILITY:

A. Limitation of Damages. IT IS UNDERSTOOD AND AGREED THAT ECSI IS NOT AN INSURER AND THAT INSURANCE, IF ANY, COVERING INJURY AND PROPERTY LOSS OR DAMAGE ON SUBSCRIBER'S PREMISES SHALL BE OBTAINED BY THE SUBSCRIBER.

8. A. Limitation of Damages (cont.)

The payments under this Contract are based solely upon the value of the services provided and it is not the intention of the parties that ECSI assume responsibility for any loss or damage sustained through burglary, theft, robbery, fire, or other cause, or that there exists or shall exist any liability on the part of ECSI by virtue of this Contract. Notwithstanding these provisions, if there should arise any liability on the part of ECSI, such liability is and shall be limited to a sum equal to the service charge for a period of six (6) months or \$500.00 whichever is less, which sum is liquidated damages and not a penalty. In the event that Subscriber wishes ECSI to assume greater liability, Subscriber may obtain from ECSI a higher limit by paying an additional amount proportioned to the responsibility and a rider shall be attached to this Contract, setting forth the additional liability of ECSI and the additional charges. However, any such additional obligation does not make ECSI an insurer.

B. Interruption of Service. ECSI shall not be liable for any damage or loss sustained by Subscriber as a result of any delay in service or installation of equipment, equipment failure, or interruption of service due to electric failures, strikes, war, acts of God, or other causes, including ECSI's negligence in the performance of this Contract. The estimated date that work is to be substantially completed is not a definite completion date and time is not of the essence.

C. Disclaimer of Warranties. ECSI does not represent or warrant that the system may not be compromised or circumvented; or that the system will prevent any loss by burglary, hold-up, fire or otherwise; or that the system will in all cases provide the protection for which it is installed or intended. Subscriber acknowledges and agrees that ECSI has made no representations or warranties, expressed or implied, as to any matter whatsoever including without limitation the condition of equipment, its merchantability or its fitness for any particular purpose; nor has Subscriber relied on any representations or warranties, expressed or implied, that any affirmation of fact or promise shall not be deemed to create an express warranty and that there are no warranties which extend beyond the face of this Contract; that

ECSI is not an insurer; that Subscriber assumes all risk of loss or damage to Subscriber's premises or the contents thereof; and that Subscriber has read and understands all of this Contract, particularly paragraph eight (8) which sets forth ECSI's maximum liability in the event of any loss or damage to Subscriber or anyone else.

9. Third Party Indemnification: In the event any person, not a party to this contract, shall make any claim or file any lawsuit against ECSI for any reason relating to ECSI's duties and obligations pursuant to this Contract, including but not limited to the design, installation, maintenance, monitoring, operation, or any failure of the alarm system to operate properly, Subscriber agrees to indemnify, defend and hold ECSI harmless from any and all claims and lawsuits, including the payment of all damages, expenses, costs, and attorney's fees to the extent Subscriber agrees to indemnify, defend and hold ECSI harmless from any and all claims and lawsuits, including the payment of all damages, expenses, costs, and attorney's fees to the extent caused by Subscriber. The parties agree that there are no third party beneficiaries of this Contract. Subscriber, for itself and any of its insurance carriers waives any right of subrogation Subscriber's insurance carriers may have against ECSI or any of its subcontractors, subject to the advice of Subscriber's counsel.

10. Assignment: ECSI shall have the right to assign this Contract without notice to Subscriber and shall have the further right to subcontract any services which it may perform. ECSI shall inform Subscriber when services are subcontracted and shall maintain current proof of subcontractor's state license, general insurance, and workers compensation coverage. Subscriber acknowledges that this Contract, and particularly those paragraphs relating to disclaimer of warranties, liquidated damages and third party indemnification, inure to the benefit of, and are applicable to any subcontractors employed by ECSI to provide monitoring, maintenance, installation or service of the system(s) and they bind Subscriber to said subcontractors with the same force and effect as they bind Subscriber to ECSI.

11. Severability: In the event any of the terms or provisions of this Contract shall be declared to be invalid or inoperative, all of the remaining terms and provisions shall remain in full force and effect.

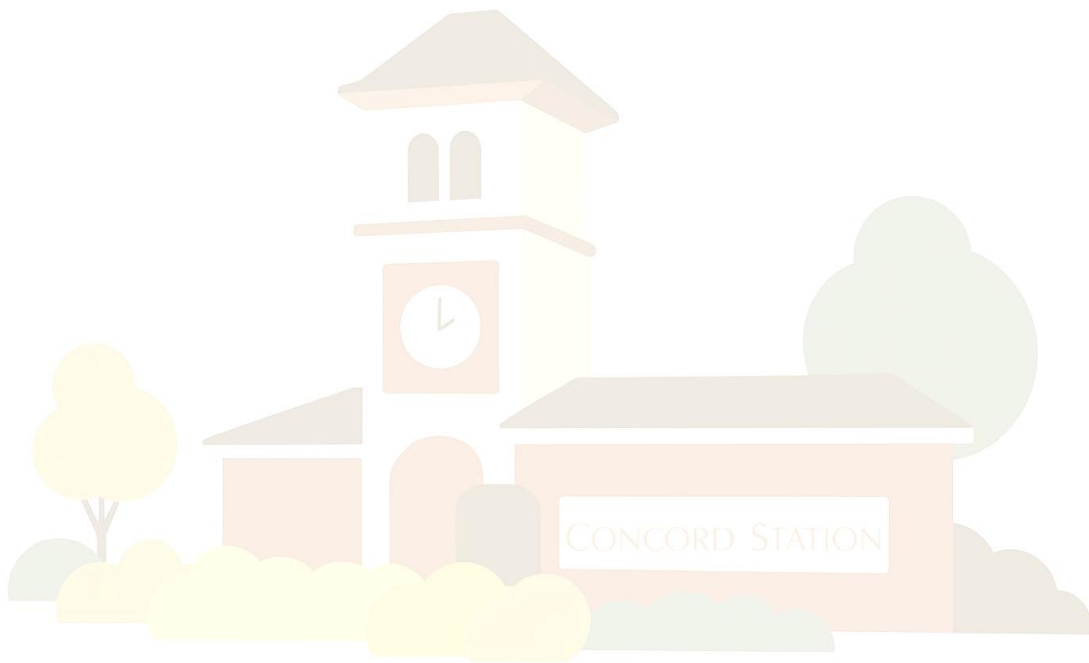
12. Notices: All notices to be given hereunder shall be in writing and may be served either personally or by mail, postage prepaid to the addresses set forth in the Contract or to any other from time to time in writing.

13. Binding Arbitration: This Contract is binding for ECSI, Subscriber, successors in interest, agents, employees, shareholders, officers, former employees, former officers, directors, subsidiaries, parent corporations, attorneys, and all other entities acting on the their behalf. Parties agree to submit to binding arbitration, conducted by the American Arbitration Association under the Construction Industry Arbitration Rules, any matters which cannot otherwise be resolved, and expressly waive any and all rights in law and equity to bringing any civil disagreement before a court of law, except that judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

14. Entire Agreement: This Contract is intended by the parties as a final expression of their agreement and as a complete and exclusive statement of the terms. This Contract supersedes all prior representations, understandings or agreements of the parties. This Contract can only be modified in a writing signed by the parties. No waiver of a breach of any term or condition of this Contract shall be construed to be a waiver of any succeeding breach.

EXHIBIT 17

[RETURN TO AGENDA](#)





Phone: (863) 797-7525 (863) 968-6713

DATA + ACCESS CONTROL + SECURITY + INTRUSION + CCTV +

MONITORING + IT + LOCKS + GATES

LIC. EG13000790

ECSINTEGRATIONS.COM



Concord Station CDD / 2 surge protection systems

Date:	8/8/2025	PROPOSAL	Proposal No:	TH25810
Submitted to:	Concord Station CDD	Job Location:	Concord Station CDD / 2 surge protection systems	
Attention:	Mark Title: Manager	Attention:	Mark Title: Manager	
Email:	concordstationmgr@gmail.com	Email:	concordstationmgr@gmail.com	
Phone:	813-909-4569 Fax:	Phone:	813-909-4569 Fax:	
Address:	18636 Mentmore Blvd	Address:	18636 Mentmore Blvd	
City / ST	Land O Lakes / FL Zip: 34638	City / ST	Land O Lakes / FL Zip: 34638	

SCOPE OF WORK:

INSTALL / CONNECT 2 SURGE PROTECTION SYSTEMS . 2- SURGE SYSTEMS - \$ 810.00 . LABOR 3 HOURS @ \$ 160.00 PER = \$ 480.00 .
TOTAL = \$ 1290.00

INCLUDED MATERIALS:

2- SURGE PROTECTION SYSTEMS - LABOR .

INCLUSIONS:

• Quoted price will include materials specified, normal freight for all materials, filed notice to owner, equipment submittals, wire and device installation, final check-out and certification, one staff training session on the systems' operation.

CONSIDERATIONS & EXCLUSIONS:

- All work described in this proposal is to be performed during normal business hours unless otherwise noted.
- Customer agrees to provide uninterrupted and unhindered access to all necessary work areas during normal business hours. Any hindrance of ECS Integrations (ECSI) technicians will result in additional labor charges of \$85/man hour.
- ECSI is not responsible for any changes the Authority Having Jurisdiction (AHJ) or customer may deem necessary. Any alteration or deviation from the original scope involving additional costs will be executed only upon written orders. Work, including closing of the permit, will be halted until the authorization for the change order is received in writing. • ECSI will accept payments with a credit card. These are subject to a 4% processing fee.
- Permit documents and fees are not included as specified above. Tax is excluded.
- This proposal does NOT include repairing any pre-existing troubles that may be present, including those troubles that may not be detected until proposed work is complete. (Such trouble issues may arise from any field device, field wiring, module, panel or system connected to the panel)
- This proposal does NOT cover ancillary device connections, overtime, lifts, patching, fire caulking existing penetrations, painting, phone lines, damage by others, or additional inspections required by AHJ.
- The customer is responsible for providing all connections to high voltage system components, and all conduit of the correct size to accommodate ECSI wire fills (with pull string installed).
- Unless instructed by writing prior to commencement of work, all parts removed from jobsite will be discarded without notice.

**Additional notes added at time of acceptance: 50% DEPOSIT
DUE PRIOR TO INSTALL.**

Terms:	First billing will include all parts for job start-up and mobilization labor. All billing thereafter will be billed monthly on percent of job completed.	GRAND TOTAL:	\$1,290.00
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This proposal is valid through 9/7/2025

ECSI Sales Rep: _____
(Sales Representative)

ECSI Officer: _____
(Authorizing Officer Signature) Date

THIS IS A BINDING CONTRACT. The person executing this Contract represents and warrants that he/she has full authority to enter into this Contract on behalf of the Customer. The undersigned hereby acknowledges reading, understanding, and accepting all the prices, specifications, terms and conditions set forth in this Contract, including those on page two of this document which are incorporated herein and by reference made a part hereof. The undersigned authorizes ECSI to perform the work specified herein.

Customer Name: _____
ECS INTEGRATIONS- rev 2021-10-11

Signature: _____
Date 8/11/2025

TERMS & CONDITIONS:

1. Required Approval: This Contract shall not be binding upon ECSI until signed by an officer of ECSI. In the event this Contract is not approved by said officer of ECSI, ECSI's liability shall be limited to refunding Subscriber the amount paid, if any, upon signing this Contract.

2. Warranty:

A. Standard Warranty. ECSI guarantees all material to be as specified. All work shall be completed in a workmanlike manner according to standard industry practices. Materials & labor are warranted for 90 days from date of installation or for the term of the selected Extended Service Plan if Subscriber elects to participate in such plan. There is no labor and material warranty on any customer provided equipment.

B. Extended Warranty. Applicable only if specified on face of this contract and is contingent upon ECSI being contracted to provide Central Station Monitoring Services and perform all of the NFPA mandated tests and inspections of the installed fire protection systems'.

C. All Warranty obligations exclude pre-existing to remain components, batteries, acts of God, fire, theft, vandalism, or tampering by unauthorized personnel. All warranty's are void if any party not authorized by ECSI performs work on any item installed by ECSI.

3. Hours of Service. All work required by this Contract shall be performed between 8:00 a.m. and 4:30 p.m. on normal business days, except in the case of emergency. Service calls received after 3:30 p.m. are subject to after-hour rates.

4. Subscriber Responsibilities:

A. Subscriber agrees not to tamper with, remove, or otherwise interfere with the communication software and agrees to furnish, at Subscriber's expense, all 110 volt AC power, electrical outlets, receptacles, and telephone hook-ups as deemed necessary by ECSI for connection of the equipment.

B. Subscriber must visually inspect system components periodically and, if a problem is discovered, notify ECSI immediately. When ECSI alerts Subscriber of any issue with the system that requires correction, Subscriber assumes full responsibility for taking action to resolve the reported issue.

C. Subscriber must inform ECSI, in writing, of any change in fire rating bureau or agency. Subscriber must also inform ECSI, in writing, of any change in the list of people that ECSI is to call in the event of alarm activation. ECSI is not responsible for any errors, omissions, or failure to update such list by Subscriber.

5. Default:

A.

Event of Default. Subscriber shall be in default of this Contract if Subscriber: (a) fails to pay any installation charge, (b) fails to pay any monitoring or service charge, (c) willfully or negligently causes repeated false alarms, (d) cancels this Contract without cause before the end of its term, or (e) fails to perform any other obligations under this Contract.

B. ECSI's Remedy Upon Default.

i. Terminate Contract. If Subscriber defaults, ECSI may terminate this Contract ten (10) days after written notice of default if Subscriber has not cleared the default by that date.

ii. Damages. If Subscriber defaults, Subscriber shall pay ECSI any money due for any product or services provided prior to default. Additionally, Subscriber shall pay an amount equal to 60% of the remaining monitoring and or Extended Service Plan fees, plus any other damages to which ECSI may be entitled under applicable law.

iii. Costs. In the event either Party resorts to legal action to enforce the terms and provisions of this Agreement, or as a result of any breach under this Agreement, the prevailing Party shall be entitled to recover the costs of such action so incurred, including, without limitation, reasonable attorneys' fees, arbitration fees, prejudgment interest, and any other reasonable and related expenses of collection.

6. Changes: Any alteration or deviation from the specified work involving extra costs, will be executed only upon written orders, and will become an extra charge. The cost of any changes to the scope of work described herein made at the request of or made necessary or required by Subscriber's action, or which may be required by any governmental agency or insurance interest or inspection and rating bureaus are to be borne solely by Subscriber. SUBSCRIBER ACKNOWLEDGES THAT SUBSCRIBER HAS CHOSEN THE SYSTEM AND THAT ADDITIONAL PROTECTION IS AVAILABLE AND MAY BE OBTAINED FROM ECSI AT AN ADDITIONAL COST TO SUBSCRIBER. All risk of loss or damage to the system shall be borne exclusively by Subscriber.

7. External

Services: Any fines levied by a municipality or government agency regarding false alarms shall be the sole responsibility of the Subscriber. Additional fees levied by monitoring agency for any reason, including but not limited to those caused by runaway dialers, runner services, etc. shall be the sole responsibility of Subscriber. Such fees shall be added to the service charges or billed to Subscriber directly by the appropriate agency.

8. A. Limitation of Damages (cont.)

The payments under this Contract are based solely upon the value of the services provided and it is not the intention of the parties that ECSI assume responsibility for any loss or damage sustained through burglary, theft, robbery, fire, or other cause, or that there exists or shall exist any liability on the part of ECSI by virtue of this Contract. Notwithstanding these provisions, if there should arise any liability on the part of ECSI, such liability is and shall be limited to a sum equal to the service charge for a period of six (6) months or \$500.00 whichever is less, which sum is liquidated damages and not a penalty. In the event that Subscriber wishes ECSI to assume greater liability, Subscriber may obtain from ECSI a higher limit by paying an additional amount proportioned to the responsibility and a rider shall be attached to this Contract, setting forth the additional liability of ECSI and the additional charges. However, any such additional obligation does not make ECSI an insurer.

B. Interruption of Service. ECSI shall not be liable for any damage or loss sustained by Subscriber as a result of any delay in service or installation of equipment, equipment failure, or interruption of service due to electric failures, strikes, war, acts of God, or other causes, including ECSI's negligence in the performance of this Contract. The estimated date that work is to be substantially completed is not a definite completion date and time is not of the essence.

C. Disclaimer of Warranties. ECSI does not represent or warrant that the system may not be compromised or circumvented; or that the system will prevent any loss by burglary, hold-up, fire or otherwise; or that the system will in all cases provide the protection for which it is installed or intended. Subscriber acknowledges and agrees that ECSI has made no representations or warranties, expressed or implied, as to any matter whatsoever including without limitation the condition of equipment, its merchantability or its fitness for any particular purpose; nor has Subscriber relied on any representations or warranties, expressed or implied, that any affirmation of fact or promise shall not be deemed to create an express warranty and that there are no warranties which extend beyond the face of this Contract; that

ECSI is not an insurer; that Subscriber assumes all risk of loss or damage to Subscribers premises or the contents thereof; and that Subscriber has read and understands all of this Contract, particularly paragraph eight (8) which sets forth ECSI's maximum liability in the event of any loss or damage to Subscriber or anyone else.

9. Third Party Indemnification: In the event any person, not a party to this contract, shall make any claim or file any lawsuit against ECSI for any reason relating to ECSI's duties and obligations pursuant to this Contract, including but not limited to the design, installation, maintenance, monitoring, operation, or any failure of the alarm system to operate properly, Subscriber agrees to indemnify, defend and hold ECSI harmless from any and all claims and lawsuits, including the payment of all damages, expenses, costs, and attorney's fees to the extent Subscriber agrees to indemnify, defend and hold ECSI harmless from any and all claims and lawsuits, including the payment of all damages, expenses, costs, and attorney's fees to the extent caused by Subscriber. The parties agree that there are no third party beneficiaries of this Contract. Subscriber, for itself and any of its insurance carriers waives any right of subrogation Subscriber's insurance carriers may have against ECSI or any of its subcontractors, subject to the advice of Subscriber's counsel.

10. Assignment: ECSI shall have the right to assign this Contract without notice to Subscriber and shall have the further right to subcontract any services which it may perform. ECSI shall inform Subscriber when services are subcontracted and shall maintain current proof of subcontractor's state license, general insurance, and workers compensation coverage. Subscriber acknowledges that this Contract, and particularly those paragraphs relating to disclaimer of warranties, liquidated damages and third party indemnification, inure to the benefit of, and are applicable to any subcontractors employed by ECSI to provide monitoring, maintenance, installation or service of the system(s) and they bind Subscriber to said subcontractors with the same force and effect as they bind Subscriber to ECSI.

11. Severability: In the event any of the terms or provisions of this Contract shall be declared to be invalid or inoperative, all of the remaining terms and provisions shall remain in full force and effect.

12. Notices: All notices to be given hereunder shall be in writing and may be served either personally or by mail, postage prepaid to the addresses set forth in the Contract or to any other from time to time in writing.

13. Binding Arbitration: This Contract is binding for ECSI, Subscriber, successors in interest, agents, employees, shareholders, officers, former employees, former officers, directors, subsidiaries, parent corporations, attorneys, and all other entities acting on the their behalf. Parties agree to submit to binding arbitration, conducted by the American Arbitration Association under the Construction Industry Arbitration Rules, any matters which cannot otherwise be resolved, and expressly waive any and all rights in law and equity to bringing any civil disagreement before a court of law, except that judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

14. Entire Agreement: This Contract is intended by the parties as a final expression of their agreement and as a complete and exclusive statement of the terms. This Contract supersedes all prior representations, understandings or agreements of the parties. This Contract can only be modified in a writing signed by the parties. No waiver of a breach of any term or condition of this Contract shall be construed to be a waiver of any succeeding breach.

EXHIBIT 18

[RETURN TO AGENDA](#)





FL Contractors License CPC1459240

COMMERCIAL POOL SERVICE AGREEMENT

Concord Station CDD Clubhouse

Date 7/4/2025

For and in consideration of the charges stated below, Cooper Pools Inc. agrees to furnish the below described pool service at the above address. The customer, by subscribing to this proposal, agrees to the terms, and to the amount and time payment for this service.

SERVICE TO BE PROVIDED: COMMERCIAL POOL SERVICE and Fountains

On each day of service at the pool, the following will be performed by a pool cleaning technician as necessary:

1. Tile will be cleaned as needed.
2. Surface will be skimmed, and floating debris will be removed.
3. Walls and floor will be brushed as necessary to remove algae.
4. Water chemistry will be checked and brought into proper balance.
 - a) including water level monitoring each visit to maintain proper chemical balance.
5. Strainer baskets will be emptied, as necessary.
6. Filters will be cleaned as necessary to ensure proper filtration of pool.
7. Pool floor will be netted to remove debris and vacuumed as needed.
8. Equipment will be inspected, and any necessary repairs will be reported to the management company and referred to the repair department for repair by a licensed service repair technician.

CONTRACTOR will provide chlorine, muriatic acid or soda ash to maintain pH, sodium bicarbonate to maintain Total Alkalinity, Cyanuric Acid to stabilize and calcium chloride to maintain Calcium level. Special chemical additives such as Algaecides or Sequestering Agents may be added as necessary at additional **cost to the customer**.

CUSTOMER is required to test water on non-service days per Florida Department of Health. Cooper Pools will also offer to test water on non service days for \$40 per visit.

Wind and Rain policy,

During extreme weather such as high winds, lightning, rain, services will be limited for that day and full service resumed on next scheduled service day.

Named storm policy,

During a named storm event, our teams will not be out in the field until our Management and or local authorities have cleared your community safe to enter and determined if power has been restored. Storm clean up fees may be assessed as needed. Our teams will not go out during storm events to lower the pool water levels.

We strive to maintain all of our clients pools with 100% quality year round, Cooper pools reserves the right to change service days during certain times of the year such as leaf and pollen season, rainy season or after named storms.

RATE for Commercial Service will be; 1502 Tiger Tooth Place

\$_4680_ per month for _3_ visits-per-week service for pools. M-W-F

Pool + splash pad, 209,700, flow 1200, BL 233 p# 51-60-00674,

Non Service Days observed by Cooper Pools Inc;

Thanksgiving day, Christmas Day, New Years Day, 2 days for state training typically Feb or Mar.

An additional fee may be charged in the event that circumstances such as extreme weather or vandalism, warrant labor or chemicals that exceed normal maintenance levels. Mechanical repairs and work that is not considered routine maintenance will be billed at a labor rate of \$180 per hour.

PAYMENT: Billing for maintenance service will be sent on the first of each month and payment is due within 30 days. If payment is not made by the due date, a late fee of 5% per each 30 days will be assessed. If payments are not made within 5 days after the due date, contractor reserves the right to cancel service without written notice. Special services and repair work are billed at an additional charge. There will be a \$35 charge on all returned checks. Customer agrees to satisfy any outstanding charges due for services performed prior to date of termination of service. Customer reserves right to cancel this agreement for any reason upon 30 days written notice.

Date of service to begin: _07_/ _14_/ _2025_

Property Name: Concord Station CDD Clubhouse

Property Address: _ 18636 Mentmore Boulevard, Land o Lakes fl 34639 _

Email: _ Patricia@AnchorstoneMgt.com _

Name: _ Patricia Thibault _

Phone Number: _ 1-407-221-9153 _ ext _

Signature: _

Date: _

Initial Tech: TBD

Offered by;

Robert Bowling

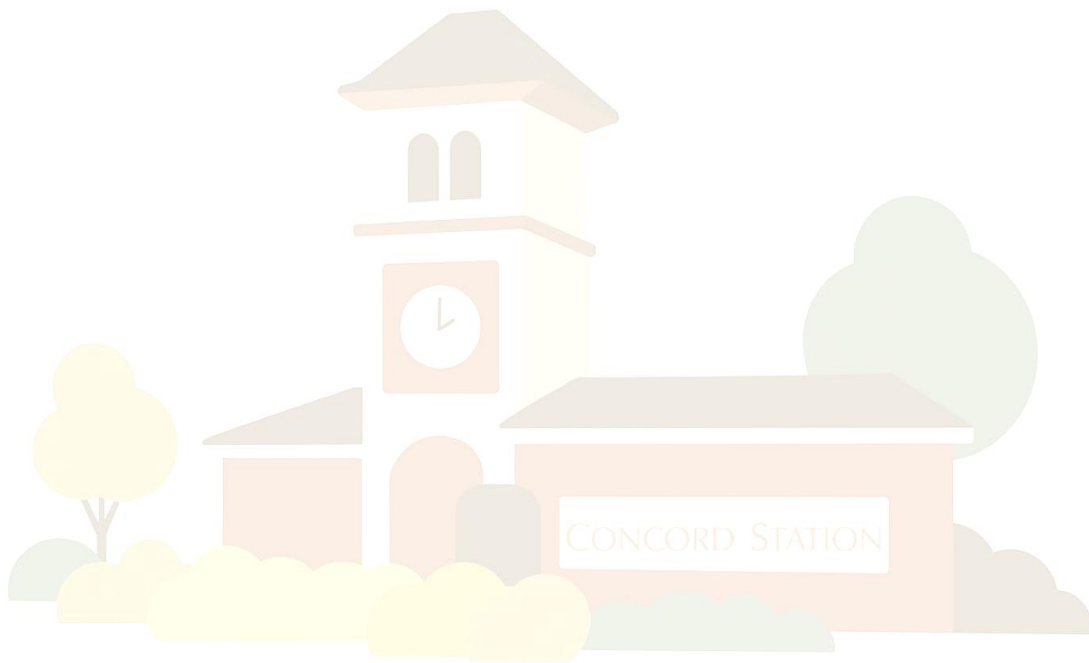
VP of Operations

Cooper Pools Inc

1-844-766-5256 Office

EXHIBIT 19

[RETURN TO AGENDA](#)





Pool Maintenance Proposal



18636 Mentmore Blvd
Land O Lakes, FL 34638

July 8, 2025

Monthly Price for Our Services

Pool Troopers and our company offerings are described within this proposal and on our website. To keep your aquatic center blue, clear, and swim safe, we recommend servicing **5 days** per week. Your weekly service days are typically Monday, Wednesday and Friday

1

A monthly rate of **\$4,627.00**

- a) Main Pool**
Permit #51-60- 00674
Gallons: 209,700
- b) Splash Pad**
Permit #51-60-1969945
Gallons: 1,200

2

Each monthly payment will be due on the first day of the month of service.

3

This price does not include any applicable sales taxes.

4

The hourly rate for additional non-emergency services being performed on a time and material.

The agreement will automatically renew each year, unless either party gives the other party no less than 30 days written notice before the anniversary date of their intention not to renew. If for any reason our level of service fails to meet the requirements of this agreement you may terminate service as explained in this proposal with a 30-day written notice.





About Pool Troopers

Raising the Bar Since 1952.

A long history of success built on the simple principles of hard work and quality service.

We're committed to providing an enjoyable, healthy, and sparkling clean pool for your clients 24 hours a day, 365 days a year. We have grown to be one of the nation's top pool service companies by offering premium, and worry-free service options customized to meet your pool's specific needs.

Pool Troopers offers pool cleaning services for gyms, hospitals, apartments complexes, country clubs, HOAs, rehab centers, and hotels.

Service above self and a shared desire to go the extra mile has been the cornerstone of our Pool Troopers experience from day one.



The Clear Choice for Commercial Pool Service Excellence!

We have been one of the largest and the premiere service provider to commercial customers throughout our 70+ year history. Many of our customers have been with us for years.

OUR SERVICES

Commercial Pool Cleaning

We offer after hour emergency response, daily water testing, expert repair technicians, and best practices cleaning service performed by our well-trained professional technicians.

Commercial Pool Repair, Upgrades & Enhancements

When your commercial pool equipment fails, or your system goes down for any number of reasons Pool Troopers is committed to fixing the problem quickly and efficiently. In addition to repair and maintaining your pool and its equipment, we also provide a wide range of pool system upgrades to improve your pool's operation.

Commercial Pool Maintenance

When it comes to your swimming pool maintenance, we do it all. Our packages can be tailored to fit your specific needs. Trust Pool Troopers to keep your pool clean so you can spend less time cleaning it and more time enjoying it.

Bond and License: We hold a pool contractor's license and are also bonded - which guarantees that your job will be done right.

Quality Control: At Pool Troopers, we train and retain a select group of carefully screened, dedicated professionals who meet our high standards and who subscribe to our philosophy of being customer-driven.

Emergency Coverage: We are here for you after normal business hours. In times of need, when you reach out for assistance, you will be greeted by a caring professional, not voice mail.

Communication: We believe amazing communication is the cornerstone of a strong relationship. Keeping you informed of the condition of your pool environment, as well as state and federal regulation, is our mission and your right.



Scope of Work for Commercial Pool Services

A full description of our services proposed for Concord Station CDD is outlined below. This document may be executed by you or your representatives at any time to commence our working relationship.

Janitorial Tasks:

- ✓ Check and Balance Pool Chemistry
- ✓ Brush and Clean Pool and Spa Walls
- ✓ Clean Water Surface Debris Removal
- ✓ Vacuum Pool Bottom Debris Removal
- ✓ Clean all Filters, Strainers and Pool Skimmers
- ✓ Determine all Pool Equipment is Fully Operational
- ✓ Perform Additional Customized Site Activities
- ✓ Repair Recommendations & Prompt Quotes
- ✓ All Services Performed are Documented in accordance with Department of Health Requirements
- ✓ Complete Owners Daily Health Logs
- ✓ Effective Communication with Property Manager or on-site Representatives

Water Chemistry Procedures:

- ✓ Full titration testing using DDP for pH, chlorine (free and combined), TA, CYA, TDS and Cal as required during each visit (no test strips will ever be used).
- ✓ The water chemistry will be maintained within the following parameters:
 - pH 7.2 – 7.6
 - FAC 2.0 – 5.0 ppm
 - Combined Chlorine 0.0
 - Alkalinity 80-120 ppm
 - Calcium 200-250 ppm
 - Cyanuric Acid 30-50 ppm
 - TDS < 3,500
 - Salt < 300 ppm (*unless a saline pool*)
 - Phosphates < 500



Chemicals and Supplies Used:

Chemical, supplies, and equipment are provided free of charge within the prescribed plan which may include the following:

Disinfectants

- Sodium Hypochlorite
- Calcium Hypochlorite
- Ultraviolet (UV)

Balancing Agents

- Sodium Bicarbonate
- Hydrochloric Acids
- Calcium Carbonate
- Muriatic Acid
- Sulfuric Acid

Stabilizing Agents

- Cyanuric Acid
- Calcium Chloride

Filter Media

- Diatomaceous Earth
- Wood Pulp Fiber
- Sand
- Zeolite

Instant Communication

Each time our pool professional services your aquatic environment, you will receive an email containing the following information:

- 1 Time and day when service was performed.
- 2 Water chemistry report including pH and chlorine levels.
- 3 Identification of any equipment issues.
- 4 Picture of aquatic environment after each service.



Scope of Work for Commercial Pool Services

You will have peace of mind knowing that ***all our technicians are CPO-certified***. Like you, we are very selective about who becomes a member of the team.

Prior to any 'offer of employment', we require that each new applicant undergo a rigorous screening process including:

- ✓ Criminal Background Checks
- ✓ DMV Driving Records
- ✓ Drug Screening



New team members also undergo 30-days of field training where they demonstrate their knowledge under the supervision of a senior-level customer service manager. The bottom line is - no technician services your pool or equipment until they have mastered the skills necessary to meet our Pool Trooper Standards.

Safety First

At Pool Troopers, we take safety seriously. Our responsibility extends beyond the water to encompass all systems, surfaces, and regulations that govern the safe operation of your aquatic facility. This includes:

- Keeping your pool in compliance with all health codes prescribed in Chapter 64E-9
- Performing regular safety inspections each time we are on the property
- Communicating with you any safety or health issues we discover
- Informing you of any upcoming changes to codes and regulations
- Acting as a liaison between you and the Department of Health

Our technicians are trained to report any safety hazard they see on-site.



Meet Our Team!

We're a team of certified and professional pool service technicians and managers committed to extraordinary quality and service. All our technicians go through Certified Pool Operator training to become certified.

We are committed to exceeding your expectations and leaving no room for doubt that Pool Troopers is the clear choice for pool service!



Suzan Keller
Commercial General Manager

When Suzan says, "We've Got Your Back," it's a promise. Perhaps it's her years as a Spirit Director and Coach for local cheer organizations, but she leads her team like a family, who pull together and go the extra mile for our commercial customers. It probably doesn't hurt that she also has over 25-years in the industry and is highly trained in all aspects of pool service.

Michael Todd
Commercial Sales Specialist

Since joining Pool Troopers in 2019, Michael has become an invaluable member of our team, seamlessly blending professionalism with liveliness. Beyond his dedicated work, he's a fitness enthusiast who enjoys weightlifting and a passionate supporter of Argentinian soccer, favoring Club Atlético River Plate. Michael's dynamic presence promises to elevate both our team and the enjoyment of your facility's pool.



Andrew McKee
Commercial Area Manager

Since making the move to the Sunshine State in 2014, Andrew has been making waves in the pool industry. Initially beginning his journey in the pool industry as soon as he moved to Florida with Sean Burke, he has grown to become a manager for our commercial pools. Over the years, he has gained invaluable knowledge and expertise in various facets of the pool industry. During the week, you'll seldom find him far from a poolside, ensuring everything runs swimmingly. Come the weekend, you'll spot him by the water, indulging in his love for aquatic adventures. Andrew is also a fervent Ohio State football fan, where his passion for pools is only rivaled by his devotion to the Buckeyes.



Letter of Intent

To choose Pool Troopers as your Commercial Pool Service partner, simply sign below and return this page to our office by emailing it to **mtodd@pooltroopers.com**.

Please note that this proposal is only **valid for 30-days**.

Should you have any questions, please contact us at the numbers below:

Michael Todd
Suzan Keller

813-904-2438
239-671-2513

PREFERRED LEVEL OF SERVICE:

Total Care Plan: 5 Days per week pool

\$4,627.00/Monthly Yes__ No__

Upon acceptance of this proposal, a formal contract will be e-mailed to the appropriate contact person within your organization.

COMMUNITY NAME: Concord Station CDD-

E-Mail _____

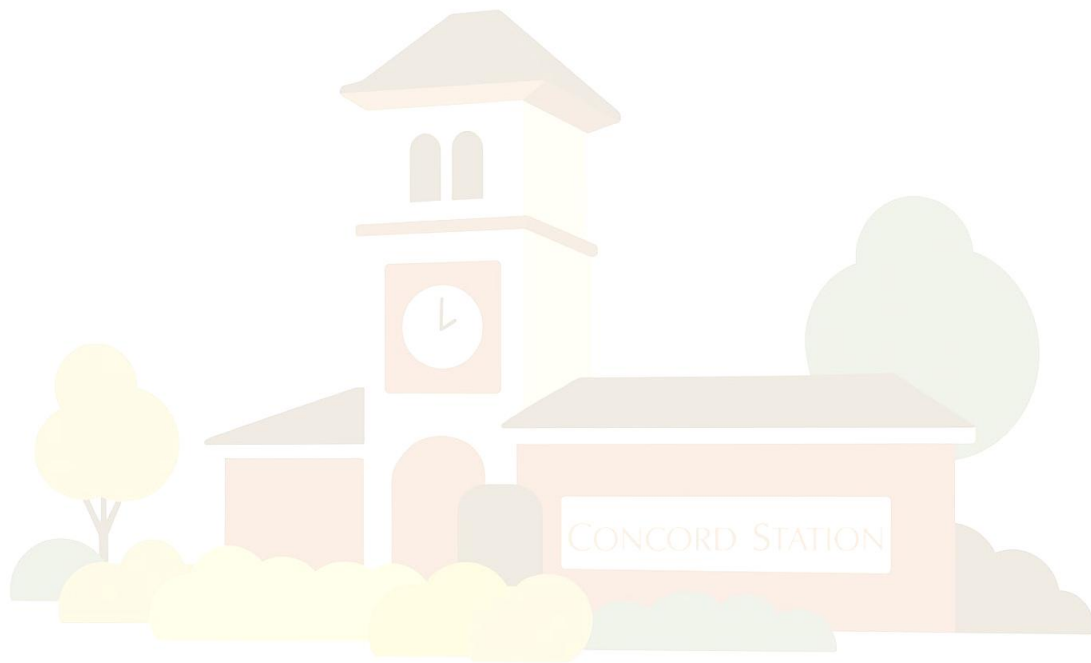
Phone _____ ext. _____

Accepted By _____ Date ____/____/____



EXHIBIT 20

[RETURN TO AGENDA](#)



Bandu LLC.

5202 17th st

Zephyrhills, FL.

33542

7278091010

Bandullc@yahoo.com

SWIMMING POOL MAINTENANCE
AND CLEANING QUOTE.

EST0157

DATE

Aug 12, 2025

TOTAL

USD \$4,250.00

TO

Concord Station

DESCRIPTION	RATE	QTY	AMOUNT
Pool and splash pad service proposal including chems, 3 times per week on Monday, Wednesday and Friday and chem checks on Tuesday and Thursday. Service includes controller and stenner pumps. Any controller or chemical pump repair is included in service. Controller and chemical pumps belongs to Bandu LLC. Service fee will be\$4250/month.	\$4,250.00	1	\$4,250.00
SUBTOTAL			\$4,250.00
TAX (7%)			\$0.00
TOTAL			USD \$4,250.00

EXHIBIT 21

[RETURN TO AGENDA](#)



Bandu LLC.

5202 17th st

Zephyrhills, FL.

33542

7278091010

Bandullc@yahoo.com

SWIMMING POOL MAINTENANCE
AND CLEANING QUOTE.

EST0156

DATE

Aug 12, 2025

TOTAL

USD \$0.00

TO

Concord Station

DESCRIPTION	RATE	QTY	AMOUNT
This is a proposal to repair one of the pool recirculation motor. This includes 3 phase motor, impeller, diffuser, all gaskets/orings, seal plate and labor. If any flanges are broken we won't know until pump is running. Total is \$8696.09.	\$0.00	1	\$0.00

A second quote is to put in a new speck pump with labor is \$11878.50

We have to order motor or pump, please let us know soon because supplies are limited.

SUBTOTAL	\$0.00
TAX (7%)	\$0.00
TOTAL	USD \$0.00