

***CONCORD STATION  
COMMUNITY DEVELOPMENT DISTRICT***

***Advanced Meeting Package  
Regular Meeting***

***Date/Time:  
Thursday, May 9, 2024  
10:00 A.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 Breeze  
1540 International Parkway, Suite 2000  
Lake Mary, FL 32746  
813-565-4663

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, May 9, 2024, at 10:00 A.M.** at the **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,

*Larry Krause*

Larry Krause  
District Manager  
813-565-4663

CC: Attorney  
Engineer  
District Records

**District:** CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT

**Date of Meeting:** Thursday, May 9, 2024

**Time:** 10:00 A.M.

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

**ZOOM:** <https://us02web.zoom.us/j/87271417819?pwd=aXV0ZVpZdXhZL0c0ZmxTdUxIMmdqQT09>

Call In: +1 305 224 1968

Meeting ID: 872 7141 7819

Pass Code: 12345

Mute/Unmute: \*6

## *Agenda*

*For the full agenda packet, please contact [Larry@breezehome.com](mailto:Larry@breezehome.com)*

### **I. Call to Order / Roll Call**

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

### **III. Administrative Items**

- A. Consideration/Acceptance of the Minutes of the Concord Station CDD April 11, 2024 Regular Meeting **Exhibit 1**
- B. Consideration/Acceptance of the Concord Station CDD March 2024 Unaudited Financial Statement **Exhibit 2**
- C. Ratification of Proposal:
  - 1. Yellowstone – Main Line Repair & Valve Troubleshoot - \$2,493.00 **Exhibit 3**

### **IV. Vendor & Staff Updates**

- A. Deputy Update: Pasco County Sheriff's Office – Deputy Brown
- B. District Engineer: Johnson Engineering – Phil Chang
  - 1. Update: Irrigation Plans
- C. District Counsel: Straley Robin Vericker – Vivek Babbar
- D. Field Operations Manager: BREEZE – Michael Sakellarides, LCAM
  - 1. Field Operations Report conducted on May 2, 2024 **Exhibit 4**
  - 2. Discussion: Playground Lock
  - 3. Discussion: Solar Lights and Uplight
  - 4. Discussion: Marquee Signs and Placement

5. Discussion: Restriping of Streets
6. Discussion: Overgrown Lot at Tylerton Ct
7. Discussion: Boulders at Wellington/Tuckerton
8. Update: QR Code Signs
9. Solitude - Waterway Inspection Report conducted on April 15, 2024 [Exhibit 5](#)
10. Department of Health – Inspection Reports conducted on April 30, 2024
  - a. Splash Pad [Exhibit 6](#)
  - b. Pool [Exhibit 7](#)
11. Cooper Pools – Service Report conducted on April 24, 2024 [Exhibit 8](#)
  - a. Pool Maintenance - \$42,720.18 [Exhibit 9](#)
12. Tampa Bay Poo Patrol – Pet Waste Station Maintenance - \$780.00 [Exhibit 10](#)
13. My Parking Sign – 5 Parking Signs - \$129.74 [Exhibit 11](#)
14. Unleashed Fencing – Repair of Gate Posts and Fence Line - \$175.000 [Exhibit 12](#)
15. Yellowstone – Landscape Service Report conducted on May 1, 2024 [Exhibit 13](#)
  - a. Community Mulching - \$38,437.50 [Exhibit 14](#)
  - b. Wax Myrtle Removal on Pond D5 - \$390.00 [Exhibit 15](#)
  - c. Enclave Woodline Push Back - \$5,995.00 [Exhibit 16](#)
  - d. Mentmore Blvd. Island Cleanout - \$8,965.00 [Exhibit 17](#)
16. Painting J.R. – Clubhouse
  - a. Exterior Paint - \$13,000.00 [Exhibit 18](#)
  - b. Interior Paint - \$21,000.00 [Exhibit 19](#)
17. Amenity Center Signage and Equipment
  - a. Florida Brother’s – Installation of Signs and Basketball Hoop Pads - \$1,275.42 [Exhibit 20](#)
  - b. Sign Solutions – Installation of Signs - \$869.73 [Exhibit 21](#)
    - i. Proposed Signs [Exhibit 22](#)
  - c. Spalding – Basketball Pole Pad - \$119.99 [Exhibit 23](#)
  - d. ProSlam – Soccer Net - \$329.00 [Exhibit 24](#)



18. Uline – Gas Can (Type I, 5 Gallon) - \$61.00 [Exhibit 25](#)

19. DC Integrations

a. Gate Database Management - \$165.00/month [Exhibit 26](#)

b. CCTV Management - \$85.00/month [Exhibit 27](#)

20. Holiday Decorations

a. Illuminations Holiday Lighting - \$17,800.00 [Exhibit 28](#)

b. Illuminations Holiday Lighting – Pricing Matrix 2024 [Exhibit 29](#)

c. American Illuminations & Décor - \$17,500 [Exhibit 30](#)

E. Amenity & Lifestyle Manager: BREEZE – Caroline Roeber

1. April 2024 Report [Exhibit 31](#)

a. ECS Integrations – 25 Key Fobs - \$175.00 [Exhibit 32](#)

b. Pilot Rock – Grill - \$305.99 [Exhibit 33](#)

c. Blake Mallick – Tennis Professional Credentials [Exhibit 34](#)

F. District Manager: BREEZE – Larry Krause

1. Presentation of Registered Voter Count [Exhibit 35](#)

2. Update: Removal of Trees Behind 3103 Chessington Dr.

3. Discussion: Volunteer Safety Guidelines [Exhibit 36](#)

4. Action Items List [Exhibit 37](#)

## V. Business Items

A. Setting a Public Hearing to Address the Rental Rates and Fees, for Residents and Non-residents, and the Time Periods

B. 2017 Funding Reserve Analysis for Concord Station Community Development District [Exhibit 38](#)

1. Florida Reserve Study and Appraisal – Reserve Study Update with Site Inspection (Level-2) - \$3,400.00 [Exhibit 39](#)

2. Custom Reserves LLC – Reserve Study Proposal - \$4,900.00 [Exhibit 40](#)

C. Update: Options for Reducing the Debt Pay-Off Schedule

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

**VII. Supervisor Requests**

**VIII. Adjournment**

# **EXHIBIT 1**

## **AGENDA**

1 **MINUTES OF 04/11/24 REGULAR MEETING**  
2 **CONCORD STATION COMMUNITY DEVELOPMENT DISTRICT**

3  
4 The Regular Meeting of the Board of Supervisors of the Concord Station Community Development  
5 District was held Thursday, April 11, 2024 at 6:30 p.m. at Concord Station Clubhouse, 18636 Mentmore  
6 Blvd., Land O'Lakes, Florida 34638. The public was able to listen and/or participate in person as well as via  
7 ZOOM, at <https://us02web.zoom.us/j/87271417819?pwd=aXV0ZVpZdXhZL0c0ZmxTdUxIMmdqQT09>,  
8 Meeting ID: 872 7141 7819, Passcode: 12345, or telephonically at +1-305-224-1968, Meeting ID: 872 7141  
9 7819, Passcode: 12345.

10 **FIRST ORDER OF BUSINESS – Call to Order/Roll Call**

11 Mr. Krause called the meeting to order and conducted roll call at 6:31 p.m.

12 Present and constituting a quorum were:

13	Jessica LaBarbera	Board Supervisor, Chairman
14	Randall Griffin	Board Supervisor, Vice Chair
15	Fred Berdeguez	Board Supervisor, Assistant Secretary
16	Donna Matthias-Gorman	Board Supervisor, Assistant Secretary
17	Angel Rivera	Board Supervisor, Assistant Secretary

18 Also present were:

19	Larry Krause	District Manager, BREEZE
20	Patricia Thibault	District Services Director, BREEZE
21	Michael Sakellarides	Field Operations Manager, BREEZE
22	Caroline Roeber	Amenities Manager, BREEZE
23	Vivek Babbar	District Counsel, SRV
24	Phil Chang ( <i>via phone</i> )	District Engineer, Johnson Engineering
25	John Brown	Deputy, Pasco County Sheriff's Office
26	Christiaan Van Helden	Landscaper, Yellowstone
27	Kevin Wilt	Aquatics, Solitude

28 *The following is a summary of the discussions and actions taken at the April 11, 2024 Concord Station CDD*  
29 *Board of Supervisors Regular Meeting.*

30 **SECOND ORDER OF BUSINESS – Audience Comments**

31 *The following item was brought up for discussion.*

32 Mr. Babbar addressed the Board and discussed some points on why employees were hired by District  
33 Management and not the District. He advised appointing a Board Liaison for certain projects and communicating  
34 with the District Manager or upper management if the Board has concerns about employees. He opined that  
35 topics relating to employment could be addressed outside the Board meeting.

36 Chairman LaBarbera informed everyone that the District has a new Clubhouse Manager and spoke about  
37 the situation that led to the change. She noted that there were topics that consumed a significant amount of time,  
38 which cost the District money, and advised that the Board needed to be more intentional and have a guided  
39 conversation to maximize the meeting schedule.

40 Mr. Krause opened Audience Comments.

41 Ms. Peña noted that the playground lock and marquee sign were not yet addressed. She said that she had  
42 provided a map as a guide for Yellowstone regarding the fire ants. She also mentioned that the trash cans, signs  
43 for the parking lot and pool, and solar lights had not been resolved. She then spoke about the Clubhouse, stating  
44 that residents did not want outsiders to use the facilities. She said that pond L11 was not in good condition and  
45 that the tot lot was not a CDD property, in which budget should not be allocated. She opined that there was no

46 need to replace all the pool furniture, as some items were only damaged. She commented that it would be too  
47 costly to restripe some streets.

48 Mr. Gendreau said that he was not in favor of non-residents renting the facilities. He suggested Breeze  
49 have a maintenance tracker for projects. Chairman LaBarbera asked Mr. Gendreau if she could share his  
50 monitoring list, and Mr. Gendreau agreed.

51 Mr. Valencic commented on the issues of fire ants and the removal of the big alligator that he said  
52 needed to be addressed.

53 Mr. Loban stated his concerns about outsiders renting the facilities. Chairman LaBarbera said that a  
54 Public Hearing would be set for this item. Mr. Loban talked about the lot area next to his house that was  
55 overgrown.

56 Ms. Loban mentioned that a number of adults and children were at the Clubhouse, which could cause  
57 damage to amenities.

58 Mr. Bezas asked the Board to disseminate the status of identifying options for reducing the debt pay-off  
59 schedule such as refinancing.

60 Mr. Valencic inquired if the Board could decide on the alligator removal at the current meeting.

61 **THIRD ORDER OF BUSINESS – Administrative Items**

62 **A. Exhibit 1: Consideration/Acceptance of the Minutes of the Concord Station CDD March 14,**  
63 **2024, Regular Meeting**

64 Supervisor Berdeguez commented on page 7, line 269, and said that the location was Sunlake, not  
65 Skylake.

66 Chairman LaBarbera referred to page 5, line 207, and clarified that she asked if the maintenance could  
67 repaint the mailboxes.

68 Mr. Krause asked the Board if they would like to retain the format of the minutes presented, and the  
69 Board responded yes.

70 On a MOTION by Mr. Berdeguez, SECONDED by Ms. LaBarbera, WITH ALL IN FAVOR, the Board  
71 approved the **March 14, 2024, Regular Meeting Minutes with the Noted Corrections**, for the Concord Station  
72 Community Development District.

73 **B. Exhibit 2: Consideration/Acceptance of the Concord Station CDD February 2024 Unaudited**  
74 **Financial Statement**

75 Supervisor Berdeguez commented that he preferred the invoices to be included on a monthly basis, and  
76 the Board concurred.

77 On a MOTION by Ms. Matthias-Gorman, SECONDED by Ms. LaBarbera, WITH ALL IN FAVOR, the Board  
78 accepted the **February 2024 Unaudited Financial Statement with the Request of Additional Details Moving**  
79 **Forward**, for the Concord Station Community Development District.

80 **FOURTH ORDER OF BUSINESS – Vendor & Staff Updates**

81 **A. District Engineer: Johnson Engineering – Phil Chang**

82 1. Exhibit 3: Update/Report on Trees Behind 3103 Chessington Dr.

83 Mr. Chang said that there was no current erosion in the area. He opined that there would be no erosion  
84 if the trees were removed properly, and the bare spot was resodded. Mr. Babbar explained the legal process and  
85 stated that the Board has the authority to send the resident who planted the trees a notice. Chairman LaBarbera

86 commented that if the Board would let a resident plant a tree, they should allow other residents too. Supervisor  
 87 Rivera said that he was not in favor of removing the trees and that the Board could notify the resident that she  
 88 should not repeat the planting on CDD property. He added that the residents could then be informed that they  
 89 are not permitted to do the like.

90 On a MOTION by Ms. LaBarbera, SECONDED by Mr. Griffin, WITH FOUR IN FAVOR AND ONE  
 91 OPPOSED, the Board approved the **Removal of Trees Behind 3103 Chessington Dr. and a 7-Day Notice**  
 92 **from the District Management to be sent out to the Resident**, for the Concord Station Community  
 93 Development District.

94 Mr. Babbar said that he could send a follow-up letter if needed and that he and Mr. Krause could work  
 95 together on it.

96 Mr. Chang provided an update on pond/weir repairs. He said that the repairs were almost finished and  
 97 confirmed that the price did not increase. He spoke about the requested irrigation plans and informed the Board  
 98 of the response of the County, stating that it would take time to gather them and there would be a cost. He asked  
 99 the Board if they would like to continue with the research cost of \$133. Supervisor Berdeguez said that they  
 100 should get the map, and Chairman LaBarbera asked if there would be additional costs for the documentation.  
 101 Mr. Chang said that was possible and that he would try to get digital copies. Mr. Babbar stated that the County  
 102 was allowed to charge based on Florida Statute. The Board decided to have the District Engineer get the irrigation  
 103 plans.

104 **B. District Counsel: Straley Robin Vericker – Vivek Babbar**

105 1. Summary Analysis of Breeze Employee Relationship with Supervisors – *To Be Distributed*  
 106 *This item was previously addressed.*

107 Mr. Babbar spoke about the Aquatic Restoration contract and said that the warranty was for one (1) year.  
 108 He informed the Board that Mr. Sakellarides was working on the schedule and details to be finalized.

109 He said that other items would be discussed at the Public Hearing.

110 **Deputy Update: Pasco County Sheriff's Office – Deputy Brown**

111 *This item was addressed out of order.*

112 Deputy Brown spoke about an issue on the school campus and noted that one of the people who reported  
 113 it was arrested because of a false statement. He mentioned that he was at Mentmore Blvd. due to a call about a  
 114 pond. He informed the Board that he would be on leave at the end of next month and be back at the start of July,  
 115 but other deputies would cover his hours. Supervisor Rivera asked Deputy Brown or his reliever to park by the  
 116 crossing section to monitor the children's safety. Deputy Brown said that he could try to make a request to the  
 117 County; however, he could not assure them as they did not enforce speeding during school hours due to traffic.  
 118 When asked, the Board opted to enforce speeding. Deputy Brown added that there was a new stop sign at Sunlake  
 119 Blvd. and Lake Patience Rd.

120 **C. Field Operations Manager: BREEZE – Michael Sakellarides, LCAM**

121 1. Exhibit 4: Field Operations Report conducted on April 4, 2024

122 Mr. Sakellarides acknowledged the issue of alligator removal and explained the procedure. The Board  
 123 decided to leave the alligator there unless it showed aggression, considering it is mating season. Mr. Krause said  
 124 that complaints would be reported to him and forwarded to the Board. He added that he and Chairman LaBarbera  
 125 could decide, unless the time that the issue was raised was close to the meeting. He reminded everyone that  
 126 feeding wildlife in Florida was illegal. Mr. Sakellarides mentioned that Florida Fish and Wildlife Conservation  
 127 Commission (FWC) had information about the process of alligator removal.

128 Mr. Sakellarides spoke about rust control and said that the properties had improved. He mentioned that  
129 the tower at Mentmore Blvd. should still be addressed.

130 Mr. Sakellarides said that Breeze could do a maintenance tracker for projects, which would be included  
131 in the monthly report moving forward. A resident noted the upright that was damaged at the clock tower.  
132 Chairman LaBarbera informed everyone that Mr. Durango and Mr. Jonah were the people in charge of  
133 maintenance. Mr. Sakellarides added some details about them and clarified that Mr. Durango was not driving  
134 the mule into other communities. Chairman LaBarbera asked where the mule was, and Mr. Sakellarides said that  
135 it should be at Sun Lake.

136 Mr. Sakellarides talked about the entrance monuments throughout the community, which would be  
137 touched up. He added that they would repair the handle on the dog station. He asked the Board if there were  
138 hotspots where they would like to install the QR code signs. The Board decided to put the signs at all the  
139 amenities, parks, and common grounds. Mr. Sakellarides said that trash cans were being addressed and that the  
140 recent proposal received for five trash cans was \$300 lower than the previous proposal, including delivery fee.

141 On a MOTION by Ms. LaBarbera, SECONDED by Mr. Griffin, WITH ALL IN FAVOR, the Board approved  
142 the **Installation of Five Trash Cans**, for the Concord Station Community Development District.

143 Mr. Sakellarides said that security proposals would be discussed later, noting that access control systems  
144 online should be working properly. Supervisor Berdeguez asked about the tot lot. Mr. Sakellarides discussed the  
145 changes in pool hours and said that they were locking down the pool one hour before sundown to prevent  
146 vandalism. Chairman LaBarbera stated the issue was that when the Clubhouse closed, the bathrooms were  
147 locked. She asked the difference between leaving the bathrooms open at the pool and the gym. The Board would  
148 like to leave the bathrooms open at the pool until closing time. Mr. Sakellarides said that his concern with that  
149 was the access to the amenity center of people staying after hours.

150 Mr. Sakellarides informed the Board about the patch made to the utility/water fence at Mentmore Blvd.,  
151 which did not fit properly.

152 Mr. Sakellarides commented that road restriping could be considered in agreement with the County.  
153 Supervisor Berdeguez said that the County did a section at Mentmore Blvd.

154 Mr. Sakellarides walked through the community with Supervisor Rivera and visited the retention pond.  
155 He mentioned that the lawn mowing at the boundary of Concord Station and Oakstead caused the inconsistent  
156 cut of grass in the District.

157 Chairman LaBarbera asked Mr. Sakellarides about the status of the installation of Poop 911 pet waste  
158 stations, and Mr. Sakellarides said that he would follow up with them.

159 Chairman LaBarbera inquired about the broken splash pad, and Mr. Sakellarides said that he had reached  
160 out to vendors to address it in terms of mechanical and restoration issues. Chairman LaBarbera asked staff to  
161 inform the residents when an amenity was not working properly.

162 Supervisor Berdeguez spoke about the landscaping, in which trees needed to be addressed. He said that  
163 flowers in the beds should be removed and replaced, and Mr. Sakellarides stated that they should be on rotation.  
164 Supervisor Berdeguez noted that the entrance monument at The Retreat, as shown in photo 43, page 47 of the  
165 meeting packet, should be power washed. He then mentioned that pool chairs were restrapped last year and  
166 asked about the cost of replacement. Vice Chair Griffin said that the frames could be powder coated before being  
167 restrapped. Supervisor Berdeguez advised Mr. Sakellarides to monitor the work of Yellowstone. Mr. Krause  
168 informed the Board that the soda machine was installed, and Ms. Roeber said that it was filled.

169 2. Exhibit 5: DCSI, Inc. – Access Control System Replacement - \$29,589.00

170 Mr. Sakellarides noted that there were several issues with the security system and discussed the  
171 proposals given by DCSI, Inc. Vice Chair Griffin said that they needed a new system as the current one was  
172 outdated. Mr. Sakellarides stated that they could have it budgeted for the next fiscal year.

173 3. DC Integrations

- 174 a. Exhibit 6: Replacement/Installation of 10-point Access Control System without  
175 Bluetooth - \$16,200.00

176 Chairman LaBarbera asked if Exhibit 6 would involve new readers. Mr. Sakellarides said that any  
177 equipment that was still in good condition would be used. Vice Chair Griffin asked if the proposal would cover  
178 the replacement of the whole system and rewiring. Mr. Sakellarides answered yes and explained the process of  
179 how the access control system would work throughout the amenities. He mentioned that there would be an add-  
180 on of about \$8,000 for the new database system and that he would try to get a two-year warranty. Supervisor  
181 Rivera asked for a detailed scope of work for the proposal. Mr. Sakellarides said that their camera monitoring  
182 cost was lower, and they retained the videos for 28 days. Mr. Babbar asked if those would be stored locally or  
183 cloud-based and said that the footage should be saved for 30 days for public records. A resident asked how long  
184 it would take to get installed if the proposal had not been approved yet. Mr. Sakellarides said that if the access  
185 control system was approved, the current system would still work with some rewiring. The resident asked who  
186 would be paying for the replacement if the existing files would not function.

187 On a MOTION by Mr. Griffin, SECONDED by Ms. Matthias-Gorman, WITH ALL IN FAVOR, the Board  
188 approved the **Replacement/Installation of 10-point Access Control System without Bluetooth by DC**  
189 **Integrations in the amount of \$16,200.00 with the Database System in the amount Not To Exceed**  
190 **\$9,000.00**, for the Concord Station Community Development District.

191 Vice Chair Griffin asked for it to be addressed as soon as possible. Mr. Sakellarides said that he could  
192 not get the additional proposal until Wednesday and would forward it to Mr. Krause along with the timeline.  
193 The Board decided to have a contract, and Mr. Babbar said that he would make the draft.

- 194 b. Exhibit 7: Replacement/Installation of 10-point Access Control System with Bluetooth  
195 - \$23,800.00

- 196 c. Exhibit 8: Gate Database Management - \$165.00/month

197 *This was tabled until after the Budget Workshop.*

- 198 d. Exhibit 9: CCTV Management - \$85.00/month

199 *This was tabled until after the Budget Workshop.*

- 200 4. Exhibit 10: Solitude – Waterway Inspection Report (Wellington 15-33) conducted on  
201 March 8, 2024

202 Mr. Wilt discussed the report and said that about 10 sites had moderate algae. He mentioned that a bad  
203 odor was reported at Trilby due to decomposition and that he informed the resident. He said that forwarded  
204 concerns were being checked on a weekly basis. He then spoke about the gulf spike rush and stated that they  
205 visit the community 16 times a month per section. Supervisor Matthias-Gorman asked if pond L-11 was treated.  
206 Mr. Wilt confirmed it and explained the process of treatment. He added that he would check the progress.  
207 Supervisor Rivera asked if algae were toxic. Mr. Wilt explained some information on algae and said that most  
208 of the algae in the community were green and not toxic.

- 209 a. Exhibit 11: Renewal of Lake Services Contract Proposal

210 Supervisor Berdeguez asked for the amount budgeted from last year. Mr. Wilt said that their current rate  
211 had decreased and discussed the inclusions. He confirmed that the proposal was about \$3,000 less than the

212 previous year and open to multi-years. He explained that their costs depended on the present condition and the  
213 history of the sites. Mr. Babbar said that he would make a draft of the contract.

214 On a MOTION by Ms. LaBarbera, SECONDED by Mr. Berdeguez, WITH ALL IN FAVOR, the Board  
215 approved the **Renewal of Lake Services Contract by Solitude**, for the Concord Station Community  
216 Development District.

217 5. Exhibit 12: Yellowstone – Landscape Service Schedule Update

218 Mr. Van Helden spoke about a resident complaint, noting that the County was responsible for the  
219 maintenance of the enclave area. The Board said that they would like to have a proposal to maintain the ground  
220 and had a discussion about the property boundaries with respect to maintenance.

221 Mr. Van Helden said that the irrigation repairs were at 92% to 95% and that five clocks were not present  
222 on the original document provided. He mentioned that the live wires out there were dangerous. He spoke about  
223 the island at the front of the enclave and to its south. He said that there was a 400-foot gap of water at the  
224 intersection of Mentmore Blvd. and Manassas Dr. and estimated the cost to be about \$1,000. He asked  
225 Supervisor Berdeguez about his availability for a wet check, and Supervisor Berdeguez responded that he was  
226 available Monday. Mr. Van Helden advised repairing the mainline and replacing the five old nodes. He opined  
227 that the progress would be at 100% by next month.

228 Mr. Van Helden talked about the issues with flowers and said that he would not proceed until the  
229 irrigation repairs were complete.

230 Vice Chair Griffin asked the date of completion if the wet check was on Friday, and Mr. Van Helden  
231 said that it would be done by the following week. Ms. Thibault asked if the labor cost of about \$75 was in  
232 accordance with his contract.

233 On a MOTION by Ms. LaBarbera, SECONDED by Mr. Berdeguez, WITH ALL IN FAVOR, the Board  
234 approved the **Irrigation Repair in the amount of \$2,493.00, Memorializing an Addendum to Yellowstone  
235 Contract in the amount Not To Exceed \$70.00/hr per Irrigation Charges**, for the Concord Station  
236 Community Development District.

237 Supervisor Matthias-Gorman asked about the maintenance procedure for conservation areas. Mr. Van  
238 Helden recalled that the residents were responsible for conservation areas behind their homes. Supervisor  
239 Matthias-Gorman said that her concern was the setback. Mr. Van Helden stated that he would check the site and  
240 then spoke about the controllers for the wires. Supervisor Rivera noted that there were issues with the mowers  
241 behind the properties.

242 6. Illuminations Holiday Lighting

243 a. Exhibit 13 Lighting Installation - \$17,800.00

244 b. Exhibit 14: Pricing Matrix 2024

245 Mr. Sakellarides discussed the proposal. Vice Chair Griffin asked about the warranty and noted that the  
246 cost was lower than the budgeted amount. He also mentioned another vendor who was supposed to provide a  
247 proposal and asked Breeze to communicate with that vendor. The Board decided to table this proposal until after  
248 the Budget Workshop.

249 7. Florida Insurance Alliance

250 a. Exhibit 15: Site Visit Report conducted on March 12, 2024

251 b. Exhibit 16: Facility Rental Best Practices

252 Mr. Krause mentioned some of the recommendations presented and advised the Board to review the  
253 report. Chairman LaBarbera said that they could prioritize the pool chair and either remove the chemicals from



254 the cabinets or provide a lock for them. Supervisor Matthias-Gorman asked if the field benches could be  
255 repainted or repaired. A resident asked if the Girl Scouts could do the benches as a service to the community.  
256 Mr. Babbar said that the insurance company suggested having a volunteer insurance policy and that he could  
257 give the Girl Scouts a waiver form. Vice Chair Griffin advised the Girl Scouts to provide a Certificate of  
258 Insurance. Ms. Thibault discussed that the insurance company has guidelines pertaining to staff supervision of  
259 volunteers, etc. and said that Breeze could bring back the guidelines at the next meeting, together with the cost  
260 analysis. The Board decided to have Breeze provide more information, and Ms. Thibault mentioned that the  
261 policy was about \$750.

262 **D. Clubhouse Manager: BREEZE**

263 1. Exhibit 17: April 2024 Clubhouse Report

264 Mr. Sakellarides discussed the report, including the plans and timeline. He said that the pool table had  
265 new felt and that its exterior would be refinished. He introduced Ms. Roeber as the new Amenity Lifestyle  
266 Manager and shared some of her work experience.

267 Ms. Roeber said that she would like to add activities for the community and proposed free game nights,  
268 such as Bingo and trivia. She also suggested having low-cost events that could generate funds. She noted that  
269 children wanted to use the facilities and thought that the team could have food stalls. She discussed other possible  
270 events in which residents could be interested and participate. She went over the calendar and commented on the  
271 rentals. Mr. Babbar advised discussing the recommendations at the next meeting and probably setting a Public  
272 Hearing to discuss any fee increases.

273 Mr. Sakellarides spoke about a resident who would like to book an event and asked if he could bring a  
274 gaming trailer. Mr. Sakellarides asked the Supervisors their opinion. Chairman LaBarbera asked where they  
275 would park, and Mr. Sakellarides said they were discussing the overflow grass lot. Vice Chair Griffin mentioned  
276 the front of the island and suggested checking the fire lanes.

277 Mr. Sakellarides informed the Board that their team was working on a daily maintenance checklist to  
278 make the tasks consistent, considering the shifts.

279 Mr. Sakellarides talked about the wish list and said that they would purchase the chair behind the front  
280 desk and the television as approved by the Board. Chairman LaBarbera clarified that the television was 65” and  
281 the amount. Ms. Roeber asked the Board if they could have a television in the lobby for digital announcements,  
282 and the Board had a discussion about the location of the televisions. Ms. Thibault said that the approved cost  
283 was \$298, excluding the tax and the wall mount in the amount not to exceed \$50. Mr. Krause noted that the  
284 microwave was also approved.

285 Supervisor Berdeguez inquired about the remote for the fountains, and Mr. Sakellarides said that Sitex  
286 had replied, stating that they reprogrammed the remotes. He added that the vendor had made a diagnostic report,  
287 which he would review.

288 2. Exhibit 18: Update on Club Agreement & Guidelines

289 *This will be brought back after the Public Hearing.*

290 3. Exhibit 19: Update on Rental Form

291 *This will be brought back after the Public Hearing.*

292 4. Exhibit 20: Update on Event Participation Waiver

293 *This will be brought back after the Public Hearing.*

294 5. Exhibit 21: Event Checklist

295 *This will be brought back after the Public Hearing.*

296 **E. District Manager – BREEZE – Larry Krause**

297 Mr. Krause went over the status of the tickets and the feedback of the residents. He said that all tickets  
298 had been responded to within 24 hours. He reminded everyone that the Budget Workshop would be on Tuesday,  
299 April 30 at 6:00 p.m.

300 **FIFTH ORDER OF BUSINESS – Business Items**

301 **A. Exhibit 22: Consideration of Contract for District Audit Support Services Between Rizzetta**  
302 **& Company, Inc. and Concord Station Community Development District**

303 On a MOTION by Ms. LaBarbera, SECONDED by Mr. Berdeguez, WITH ALL IN FAVOR, the Board  
304 approved the **Contract for District Audit Support Services Between Rizzetta & Company, Inc. and**  
305 **Concord Station Community Development District**, for the Concord Station Community Development  
306 District.

307 **B. Exhibit 23: Consideration of Amortization Recalculation Agreement Between U.S. Bank Trust**  
308 **Company, National Association and Concord Station Community Development District**

309 A resident asked about the interest and savings. Ms. Thibault said that the recalculation was based on  
310 the principal amount and that she would bring back more information. The Board decided to table this item to  
311 the June meeting.

312 **C. Setting a Public Hearing to Address the Rental Rates and Fees, for Residents and Non-**  
313 **residents, and the Time Periods – To Be Distributed**

314 Mr. Babbar said that they needed a framework for the plan, and if it had not been done yet, they should  
315 hold on setting a meeting date until it was finalized. The Board decided to hold this item, and Ms. Thibault said  
316 that Breeze could provide options to establish a plan. Chairman LaBarbera advised having fewer agenda items  
317 to give more time for discussion, and Supervisor Matthias-Gorman concurred.

318 **D. Discussion: Supervisors to have access to Maintenance Shed for Keys**

319 The Board decided not to have the keys. Mr. Sakellarides said that the keys were onsite.

320 **E. Discussion: Amenity Manager to be a Notary for Service to Residents**

321 The Board decided to let the Amenity Manager be a notary for service to residents. Mr. Krause noted  
322 that non-residents could be charged \$10. Ms. Roeber had a discussion about the amount, and the Board agreed  
323 to make it \$5 for non-residents.

324 **SIXTH ORDER OF BUSINESS – Audience Comments – New Business**

325 Ms. Peña spoke about the boulders for the Wellington field and asked if they could be added to the  
326 agenda. She said that other residents had concerns about the garbage company and thought that other vendors  
327 could be considered. She commented that communication between the district management and residents could  
328 improve.

329 Mr. Cramer commented that children were not wearing helmets when riding bikes. He mentioned that  
330 the garbage collection service was an HOA issue and said that he would talk to them. He added that trash bins  
331 should not be purchased and paid for by the residents, as they are not necessary.

332 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

333 Supervisor Berdeguez said that the ants should be addressed, and that Yellowstone could use a map.  
334 Chairman LaBarbera stated that Yellowstone could follow the sidewalk, as ants were present there. Supervisor  
335 Berdeguez advised putting on the agenda the follow-up with Yellowstone. Supervisor Rivera was not satisfied  
336 with the work of Yellowstone and recalled the conversation regarding TopChoice. He mentioned the density of  
337 the grass, which led to the irrigation issue that should be resolved. He asked Mr. Krause for an update and  
338 timeline.

339 Vice Chair Griffin spoke about the marquee signs and asked for 3-5 proposals at the next meeting.  
340 Chairman LaBarbera advised moving the marquee sign up the agenda. The Board decided to have the quotations  
341 for both LED and non-LED and to send Mr. Krause the possible location for them to be placed.

342 A resident noted the solar lights for the courts, Tuckerton boulders, and signage. Chairman LaBarbera  
343 asked Mr. Sakellarides about the overnight parking signs, and Mr. Sakellarides said that those signs would be  
344 ordered this April. Vice Chair Griffin asked about a car that was allowed to park, and Mr. Sakellarides said that  
345 he would check. Another resident asked if the Board would like him to continue his project tracking list, and the  
346 Board answered yes. Ms. Thibault asked the resident to send his list to Breeze.

347 **EIGHTH ORDER OF BUSINESS – Adjournment**

348 Mr. Krause asked for final questions, comments, or corrections before requesting a motion to adjourn  
349 the meeting. There being none, Ms. LaBarbera made a motion to adjourn the meeting.

350 On a MOTION by Ms. LaBarbera, SECONDED by Mr. Rivera, WITH ALL IN FAVOR, the Board **adjourned**  
351 **the meeting at 10:12 p.m.** for the Concord Station Community Development District.

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

355 **Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly noticed**  
356 **meeting held on \_\_\_\_\_.**

357

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

358 \_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

359 **Title:**  Secretary  Assistant Secretary

**Title:**  Chairman  Vice Chairman

# **EXHIBIT 2**

## **AGENDA**

# **Concord Station Community Development District**

## **Summary Financial Statements (Unaudited)**

**March 31, 2024**

**Concord Station  
Balance Sheet  
March 31, 2024**

	<u>General Fund</u>	<u>Reserve Fund</u>	<u>Debt Srv Fund</u>	<u>Total</u>
<b>1 <u>Assets:</u></b>				
2 Cash - Operating Account	\$ 124,446	\$ -	\$ -	\$ 124,446
3 Cash - Operating Account Trust	121,582	-	-	\$ 121,582
4 Cash - Money Market Account	2,242,424	-	-	\$ 2,242,424
5 Debit Card	2,922	-	-	\$ 2,922
6 Investments:				
7 Revenue Trust Fund	-	-	1,915,767	\$ 1,915,767
8 Interest Fund	-	-	-	\$ -
9 Debt Service Reserve Fund	-	-	918,566	\$ 918,566
10 Prepayment Fund	-	-	1,382	\$ 1,382
11 Accounts Receivable	28,526	-	29,995	\$ 58,521
12 Due from Other Funds	3,850	678,747	15,246	\$ 697,843
13 Deposits	17,757	-	-	\$ 17,757
14 Prepaid Items	-	-	-	\$ -
<b>15 <u>Total Assets</u></b>	<u>\$ 2,541,507</u>	<u>\$ 678,747</u>	<u>\$ 2,880,956</u>	<u>\$ 6,101,210</u>
<b>16 <u>Liabilities:</u></b>				
17 Accounts Payable	72,781	-	-	\$ 72,781
18 Accrued Payable	35,545	-	-	\$ 35,545
19 Due to Other Funds	693,993	3,850	-	\$ 697,843
20 Deposits Payable	2,750	-	-	\$ 2,750
<b>21 <u>Fund Balance:</u></b>				
22 Non-Spendable:	17,757	-		\$ 17,757
23 Assigned - Reserved	-	623,960	1,401,726	\$ 2,025,686
24 Unassigned	689,468	-		\$ 689,468
25 Net Change in Fund Balance	<u>1,029,213</u>	<u>50,937</u>	<u>1,479,230</u>	<u>\$ 2,559,380</u>
<b>26 <u>Total Liabilities &amp; Fund Balance</u></b>	<u>\$ 2,541,507</u>	<u>\$ 678,747</u>	<u>\$ 2,880,956</u>	<u>\$ 6,101,210</u>

**Concord Station**  
**General Fund**  
**Statement of Revenue, Expenditures and Change in Fund Balance**  
**For the Period of October 1, 2023 through March 31, 2024**

	Adopted Budget	Budget Current Month	Actual Year to Date	Variance Over/(Under) Budget
<b>1 Revenues:</b>				
2 Special Assessments	\$ 1,694,847	\$ 1,694,847	\$ 1,700,903	\$ 6,056
3 Interest Income	-	-	20,456	20,456
4 Clubhouse Rentals	-	-	3,735	3,735
5 Fees for Fence Project	-	-	400	400
6 Key/Access/Transponder Revenue	-	-	869	869
7 Miscellaneous Revenue	-	-	101	101
<b>8 Total Revenues</b>	<b>1,694,847</b>	<b>1,694,847</b>	<b>1,726,464</b>	<b>31,617</b>
9				
<b>10 Expenditures:</b>				
<b>11 Legislative</b>				
12 Supervisor Compensation	13,000	6,500	5,800	700
13 <b>Total Legislative</b>	<b>13,000</b>	<b>6,500</b>	<b>5,800</b>	<b>700</b>
14				
<b>15 Financial &amp; Administrative</b>				
16 ADA Website Compliance	3,500	1,515	1,515	-
17 Accounting Services	23,585	11,793	10,784	1,009
18 Administrative Services	7,030	4,623	4,623	-
19 Arbitrage Rebate Calculation	500	-	-	-
20 Assessment Roll	5,798	5,798	6,128	(330)
21 Auditing Services	5,000	-	-	-
22 Bank Fees	800	400	989	(589)
23 Disclosure Report	5,000	5,000	5,000	-
24 District Engineer	30,000	15,000	6,850	8,150
25 District Management	33,375	16,688	17,344	(657)
26 Dues, Licenses & Fees	175	175	175	-
27 Financial & Revenue Collections	5,797	2,899	2,461	438
28 Legal Advertising	1,000	500	93	407
29 Miscellaneous Mailings	1,500	750	-	750
30 Public Officials Liability Insurance	3,700	2,923	2,923	-
31 Tax Collector/Property Appraiser Fee	150	-	-	-
32 Trustee Fees	6,000	5,432	5,432	-
33 Website Hosting, Maintenance & Backup	2,600	1,300	773	527
34 <b>Total Financial &amp; Administrative</b>	<b>135,510</b>	<b>74,795</b>	<b>65,090</b>	<b>9,705</b>
35				
<b>36 Legal Counsel</b>				
37 District Counsel	30,000	15,000	17,214	(2,214)
38 <b>Total District Counsel</b>	<b>30,000</b>	<b>15,000</b>	<b>17,214</b>	<b>(2,214)</b>
39				
<b>40 Security Operations</b>				
41 Off Duty Deputy	132,802	66,401	66,401	-
42 <b>Total Security Operations</b>	<b>132,802</b>	<b>66,401</b>	<b>66,401</b>	<b>-</b>
43				
<b>44 Electric Utility Services</b>				
45 Utility - Recreation Facilities	27,000	13,500	15,753	(2,253)
46 Utility - Streetlights	106,000	53,000	51,881	1,119
47 Utility Services	14,000	7,000	6,473	527
48 <b>Total Electric Utility Services</b>	<b>147,000</b>	<b>73,500</b>	<b>74,107</b>	<b>(607)</b>
49				
<b>50 Garbage/Solid Waste Control Services</b>				
51 Garbage - Recreation Facilities	1,040	520	665	(145)
52 Solid Waste Assessment	850	902	902	-
53 <b>Total Garbage/Solid Waste Control Services</b>	<b>1,890</b>	<b>1,422</b>	<b>1,567</b>	<b>(145)</b>

**Concord Station**  
**General Fund**  
**Statement of Revenue, Expenditures and Change in Fund Balance**  
**For the Period of October 1, 2023 through March 31, 2024**

54				
55	<b>Water-Sewer Combination Services</b>			
56	Utility - Recreation Facilities	7,500	3,750	2,912
57	<b>Total Water-Sewer Combination Services</b>	<b>7,500</b>	<b>3,750</b>	<b>2,912</b>
58				
59	<b>Stormwater Control</b>			
60	Aquatic Maintenance	80,212	40,106	37,482
61	Acquatic Plant Replacement	5,000	2,500	-
62	Fountain Service Repair & Maintenance	4,500	2,250	750
63	Lake/Pond Bank Maintenance & Repair	15,000	7,500	3,977
64	Pest Control	7,000	3,500	-
65	Stormwater Assessments	2,000	1,851	1,851
66	Stormwater System Maintenance	5,000	2,500	-
67	Wetland Invasive Areas Maintenance	5,000	2,500	-
68	Wetland Monitoring & Maintenance	43,630	21,815	18,648
69	<b>Total Stormwater Control</b>	<b>167,342</b>	<b>84,522</b>	<b>62,708</b>
70				
71	<b>Other Physical Environment</b>			
72	Entry & Walls Maintenance & Repair	10,000	5,000	-
73	Fire Ant Treatment	2,600	1,300	-
74	General Liability Insurance	3,700	3,269	3,269
75	Holiday Decorations	20,000	17,800	17,800
76	Irrigation Repair	15,000	7,500	23,540
77	Landscape - Annuals/Flowers	8,800	4,400	-
78	Landscape - Fertilizer	18,800	9,400	9,400
79	Landscape - Mulch	45,238	22,619	-
80	Landscape - Pest Control	2,000	1,000	1,000
81	Landscape - Pest Control/OTC Injections	2,400	1,200	-
82	Landscape Inspection Services	10,200	5,100	3,090
83	Landscape Maintenance	253,040	126,520	126,520
84	Landscape Replacement Plants, Shrubs, Trees	15,000	7,500	-
85	Property Insurance	28,332	28,638	28,638
86	Rust Prevention	15,000	7,500	6,810
87	Well Maintenance	500	250	-
88	<b>Total Other Physical Environment</b>	<b>450,610</b>	<b>248,996</b>	<b>220,067</b>
89				
90	<b>Road &amp; Street Facilities</b>			
91	Roadway Repair & Maintenance	5,000	4,400	4,400
92	<b>Total Road &amp; Street Facilities</b>	<b>5,000</b>	<b>4,400</b>	<b>4,400</b>
93				
94	<b>Parks &amp; Recreation</b>			
95	Athletic Court/Field/Playground Maintenance	2,500	1,250	534
96	Clubhouse Facility Janitorial Supplies	10,000	5,000	1,380
97	Clubhouse Janitorial Services	9,600	4,800	3,296
98	Clubhouse Maintenance & Repair	27,000	13,500	4,589
99	Computer Support, Maintenance & Repair	2,000	1,000	160
100	Contracted Employee Salaries	248,818	124,409	119,132
101	Dog Waste Station Supplies and Maintenance	6,000	5,447	5,447
102	Facility A/C & Heating Maintenance & Repair	5,000	2,500	630
103	Fitness Equipment Maintenance & Repair	2,000	1,000	576
104	Furniture Repair & Replacement	7,000	3,500	-
105	Gate Maintenance & Repair	1,000	500	145
106	Management Contract	14,700	7,350	6,332
107	Office Supplies	3,500	1,750	805
108	Pest Control & Termite Bond	1,300	650	307
109	Playground Equipment & Maintenance	2,500	1,250	405



**Concord Station**  
**General Fund**  
**Statement of Revenue, Expenditures and Change in Fund Balance**  
**For the Period of October 1, 2023 through March 31, 2024**

110 Pool Permits	425	-	-	-
111 Pool Service Contract	27,600	13,800	13,800	-
112 Pool/Water Park/Fountain Maintenance	3,000	1,500	680	820
113 Security System Monitoring Services & Maintenance	3,000	1,500	920	580
114 Telephone, Internet, Cable	9,000	4,500	3,576	924
115 Vehicle Maintenance	750	375	17	358
116 Wildlife Management Services	2,500	1,250	-	1,250
117 <b>Total Parks &amp; Recreation</b>	<b>389,193</b>	<b>196,831</b>	<b>162,731</b>	<b>34,100</b>
118				
119 <b>Special Events</b>				
120 Special Events	25,000	12,500	13,548	(1,048)
121 <b>Total Special Events</b>	<b>25,000</b>	<b>12,500</b>	<b>13,548</b>	<b>(1,048)</b>
122				
123 <b>Contingency</b>				
124 Capital Outlay	90,000	45,000	-	45,000
125 Miscellaneous Contingency	100,000	50,000	1,862	48,138
126 <b>Total Contingency</b>	<b>190,000</b>	<b>95,000</b>	<b>1,862</b>	<b>93,138</b>
127				
128 <b>Total Expenditures</b>	<b>1,694,847</b>	<b>883,617</b>	<b>698,407</b>	<b>185,210</b>
129				
130 <b>Total Excess Expenditures Over (Under) Revenues</b>	<b>-</b>	<b>811,231</b>	<b>1,028,057</b>	<b>153,593</b>
131				
132 <b>Total Other Financing Sources (Uses)</b>				
133 Prior Year AP Credit	-	-	15	(15)
134 Unrealized Gain/Loss on Investments	-	-	1,141	(1,141)
135 <b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>1,156</b>	<b>(1,156)</b>
136				
137 <b>Fund Balance - Beginning</b>			<b>707,225</b>	
138				
139 <b>Fund Balance - Ending</b>			<b>1,736,438</b>	

**Concord Station  
Capital Reserve Fund  
Statement of Revenue, Expenditures and Change in Fund Balance  
For the Period of October 1, 2023 through March 31, 2024**

	<b>Adopted Budget</b>	<b>Actual Year to Date</b>
<b>1 Revenues:</b>		
2 Interest Earnings	\$ -	\$ 4,787
3 Tax Roll	50,000	50,000
<b>4 Total Revenues</b>	<b>50,000</b>	<b>54,787</b>
<b>5 Expenditures:</b>		
6 Capital Reserves Miscellaneous	50,000	3,850
<b>7 Total Expenditures</b>	<b>50,000</b>	<b>3,850</b>
<b>8 Excess Expenditures Over (Under) Revenues</b>	<b>-</b>	<b>50,937</b>
<b>9 Other Sources (Uses)</b>		
10 Transfer In from General Fund	-	0
<b>12 Total Other Sources (Uses)</b>	<b>-</b>	<b>-</b>
<b>13 Fund Balance - Beginning</b>	-	623,960
<b>14 Fund Balance - Ending</b>	<b>-</b>	<b>674,897</b>

**Concord Station**  
**Debt Service 2015A-1**  
**Statement of Revenue, Expenditures and Change in Fund Balance**  
**For the Period of October 1, 2023 through March 31, 2024**

	<b>Adopted Budget</b>	<b>Actual Year to Date</b>
1 <b>Revenues:</b>		
2 Tax Roll	\$ 1,834,650	\$ 1,841,017
3 Interest	-	28,190
4 <b>Total Revenues</b>	<b>1,834,650</b>	<b>1,869,207</b>
5		
6		
7 <b>Expenditures:</b>		
8		
9 Interest Expense:		
10 May 1, 2024	397,325	-
11 November 1, 2023	397,325	389,977
12 Principal Retirement:		
13 May 1, 2024	1,040,000	-
14 November 1, 2023	-	-
15 <b>Total Expenditures</b>	<b>1,834,650</b>	<b>389,977</b>
16 <b>Excess Expenditures Over (Under) Revenues</b>	<b>-</b>	<b>1,479,230</b>
17 <b>Other Sources (Uses)</b>		
18 Transfer In	-	-
19 Transfer Out	-	-
20 <b>Total Other Sources (Uses)</b>	<b>-</b>	<b>-</b>
21 <b>Fund Balance - Beginning</b>		1,401,726
22 <b>Fund Balance - Ending</b>	<b>-</b>	<b>2,880,956</b>

**Concord Station  
Balance Sheet  
March 31, 2024**

Balance per Bank Statement	\$	145,191.07
Plus: Deposits in Transit		-
Less: Outstanding Checks		(34,469.67)
	<b>\$</b>	<b>110,721.40</b>
Beginning Balance		95,000.00
Receipts		100,000.00
Disbursements		(70,554.44)
<b><i>Balance per Book</i></b>	<b>\$</b>	<b>124,445.56</b>

**Concord Station  
Check Register  
FY2024**

Date	Check #	Payee	Deposit	Deposit	Disbursement	Balance
<b>1/31/2024</b>		<b>Balance</b>		-	-	-
02/15/2024			Deposit to fund new General Fund account	100,000.00		100,000.00
02/22/2024			Funds Transfer to fund Debit Card		5,000.00	95,000.00
<b>02/29/2024</b>				<b>100,000.00</b>	<b>5,000.00</b>	<b>95,000.00</b>
03/06/2024	030624ACH	Deluxe Business Checks	checks ordered		37.66	94,962.34
03/12/2024	100000	Suncoast Pool Service	Invoice: 10110 (Reference: Pool Maintenance 3/24. )		2,300.00	92,662.34
03/12/2024	100001	Yellowstone Landscape	Invoice: TM 662431 (Reference: Monthly Landscape Maintenance March 2024. )		22,820.00	69,842.34
03/12/2024	100002	Fitness Logic	Invoice: 117145 (Reference: Replaced batteries on water rower.. )		49.50	69,792.84
03/12/2024	100003	Straley Robin Vericker	Invoice: 24128 (Reference: Professional Services Rendered Through January 31, 2024. )		3,804.00	65,988.84
03/12/2024	100004	Solitude Lake Management	Invoice: PSIO51103 (Reference: March Billing 3/1 - 3/31/2024 Mt-ALL (4xMonth). ) Invoice: PSIO...		9,355.00	56,633.84
03/14/2024	100005	Breeze Connected, LLC, CDD	Invoice: 3497 (Reference: Monthly management services. ) -VOID		0.00	56,633.84
03/14/2024	100006	Piper Fire Protection, LLC	Invoice: 141203 (Reference: CLW Alarm Inspect Annual. )		165.00	56,468.84
03/14/2024	100007	WASTE MANAGEMENTINC.OF FLORIDA, INC.	Invoice: 0930007-1568-5 (Reference: 03/01/24-03/31/24. )		104.79	56,364.05
03/20/2024	100008	Fitness Logic	Invoice: 117470 (Reference: QUARTERLY General Maintenance and cleaning of all equipment. )		165.00	56,199.05
03/20/2024	100009	Suncoast Rust Control, Inc.	Invoice: 06488 (Reference: Monthly rust control service and solution. ) Invoice: PSIO...		3,405.00	52,794.05
03/20/2024	100010	Arrow Exterminators Inc	Invoice: 55251533 (Reference: Pest Control Service, Int/Ext Clubhouse, playground & Shed (maint...		103.00	52,691.05
03/20/2024	100011	Breeze Connected, LLC, CDD	Invoice: 3520 (Reference: Social Event - Tena Merkson and Office Supplies - Amazon. ) - VOID		0.00	52,691.05
03/20/2024	100012	DCSI, Inc. "Security & Sound	Invoice: 31790 (Reference: Check and review access system with manager. )		145.00	52,546.05
03/20/2024	100013	Let's Plan A Party	Invoice: 3316 (Reference: Mar 24, 2024 - Sunday.. )		4,505.00	48,041.05
03/20/2024	100014	First Piny Inc.	Invoice: 4080 (Reference: COMPRESSOR CONTACTOR & Replace A50 belt. )		630.00	47,411.05
03/22/2024	032224ACH	Pasco County Utilities Services Branch	19322 UMBERLAND PLACE, 1/17/2024 to 2/15/2024		10.44	47,400.61
03/22/2024	032224ACH1	Pasco County Utilities Services Branch	3662 BUCKINGHAMSHIRE DR, 1/17/2024 to 2/15/2024		10.44	47,390.17
03/22/2024	032224ACH2	Pasco County Utilities Services Branch	18636 MENTMORE BOULEVARD, 1/17/2024 to 2/15/2024		385.05	47,005.12
03/22/2024	100015	Pasco City Sheriff's Office Extra-Duty Det	Invoice: AR002054 (Reference: FEB24 #5. )		11,066.83	35,938.29
03/22/2024	100016	Shakina Lucombe	Invoice: 0014 (Reference: Refund of Event Room Deposit, Date of Event 2/10. )		250.00	35,688.29
03/22/2024	100017	Michael Devia	Invoice: 0018 (Reference: Refund of Event Room Deposit, Date of Event 2/24. )		250.00	35,438.29
03/22/2024	100018	Vijaya Gianesh	Invoice: 0020 (Reference: Refund of Event Room Deposit, Date of Event 2/10. )		250.00	35,188.29
03/22/2024	100019	Straley Robin Vericker	Invoice: 24279 (Reference: For Professional Services Rendered Through February 29, 2024. )		2,523.00	32,665.29
03/22/2024	100020	Bhuvanawaren Giovindasamy	Invoice: 0019 (Reference: Refund of Event Room Deposit, Date of Event 2/25. )		250.00	32,415.29
03/22/2024	100021	Lilibel Bernhardt	Invoice: 0015 (Reference: Refund of Event Room Deposit, Date of Event 2/11. )		250.00	32,165.29
03/22/2024	100022	Tracy Wilford	Invoice: 0017 (Reference: Refund of Event Room Deposit, Date of Event 2/17. )		250.00	31,915.29
03/22/2024	100023	Karelyn Davila-Colon	Invoice: 0012 (Reference: Refund of Event Room Deposit, Date of Event 2/03. )		250.00	31,665.29
03/25/2024	577	Pasco County Utilities Services Branch	Webpayment convenience fee (03/25/24)		1.85	31,663.44
03/25/2024	577	Pasco County Utilities Services Branch	Webpayment convenience fee (03/25/24)		1.85	31,661.59
03/25/2024	577	Pasco County Utilities Services Branch	Webpayment convenience fee (03/25/24)		1.85	31,659.74
03/26/2024	032624ACH	Stericycle, Inc.	onsite shredding event, Customer 1000924029, pd by ph cn# 0000687597		1,642.50	30,017.24
03/26/2024	100024	Randall W. Griffin	Invoice: 3-14-24BOS (Reference: 3-14-24 BOS MTG. )		200.00	29,817.24
03/26/2024	100025	Jessica LaBarbera	Invoice: 3-14-24BOS (Reference: BOS MTG 3-14-24. )		200.00	29,617.24
03/28/2024	100026	Fitness Logic	Invoice: 117653 (Reference: Repair left pedal arm, Bolt, Extract bolt from left pedal arm. )		196.00	29,421.24
03/28/2024	100027	Angel Rivera	Invoice: 031424BOSMTG (Reference: 03-14-24 BOS MTG. )		200.00	29,221.24
03/28/2024	100028	Suncoast Pool Service	Invoice: 10166 (Reference: Replacement foot pad sensor for Splash Park. )		680.00	28,541.24
03/28/2024	100029	Billiard Man LLC	Invoice: invoice139 (Reference: Table redcloth with Championship invitational Teflon cloth. )		600.00	27,941.24
03/28/2024	100030	Fred Berdeguez	Invoice: 031424BOSMTG (Reference: 03-14-24 BOS MTG. )		200.00	27,741.24
03/28/2024	100031	eMaids of Hernando, Pasco & Hillsborough	Invoice: 030724 (Reference: Inv#s 214750654,214750722,214750795,214750867,214750891,214750922,21...		1,549.96	26,191.28
03/28/2024	100032	Donna Mattias-Gorman	Invoice: 031424 BOS MTG (Reference: BOS MTG 3-14-24. )		200.00	25,991.28
03/28/2024	100033	Johnson Engineering, Inc.	Invoice: 8 (Reference: Professional 6 Attend monthly CDD meeting via conference call. )		200.00	25,791.28
03/29/2024	032924ACH	ADT Security Services	18636 Mentmore Boulevard, Land O' Lakes, Florida 34638		103.98	25,687.30
03/29/2024			Funds Transfer	100,000.00		125,687.30
03/29/2024	100034	WASTE MANAGEMENTINC.OF FLORIDA, INC.	Invoice: 0936028-1568-5 ()		104.79	125,582.51
03/29/2024	100035	Duke Energy	Invoice: 031224-0087 (Reference: 0000 Trinity Cottage Dr. 2/10-3/11/24. )		1,136.95	124,445.56
<b>03/31/2024</b>				<b>100,000.00</b>	<b>70,554.44</b>	<b>124,445.56</b>

# **EXHIBIT 3**

## **AGENDA**

# Yellowstone Landscape | TAMPA



30319 Commerce Drive, San Antonio, FL 33576 - 813.223.6999

## Property

Concord Station  
Concorn Station  
Land O Lakes, FL 34638

## Inspection

Date: 4/10/2024  
Inspector: D Pellecchia

## Estimate Summary

Labor: 13 hours - \$910.00  
Materials: \$1,583.00  
  
Total: \$2,493.00  
(plus applicable taxes)

## Service Summary

Service	Quantity	Cost
Repair Main Line	1	\$694.00
Troubleshoot Valve	5	\$1,799.00
<b>Total (plus applicable taxes):</b>		<b>\$2,493.00</b>

*Jessica LaBarbera*  
\_\_\_\_\_  
Signature

4/18/2024  
\_\_\_\_\_  
Date

# Service Detail

General					
Asset	Service	Notes	Labor	Materials	Total
Main Line 4	<u>Repair</u>	Line Length (ft.): 4 Line Size: 3"  Hours: 8  mainline leave behind tennis courts at the clubhouse	\$560.00	\$134.00	\$694.00

Controller 2 1st Wellington > Zone 5 drip					
Asset	Service	Notes	Labor	Materials	Total
Valve 1	<u>Troubleshoot</u>	Hours: 1  dad, one station decoder replaced it	\$70.00	\$165.00	\$235.00

Controller 2 1st Wellington > Zone 6 spray					
Asset	Service	Notes	Labor	Materials	Total
Valve 1	<u>Troubleshoot</u>	Hours: 1  Bad one station Decoder replaced it	\$70.00	\$165.00	\$235.00

Controller 2 1st Wellington > Zone 7 rotor					
Asset	Service	Notes	Labor	Materials	Total
Valve 1	<u>Troubleshoot</u>	Hours: 1  Bad two station Decoder and solenoids replace both	\$70.00	\$165.00	\$235.00

Controller 2 1st Wellington > Zone 9 drip					
Asset	Service	Notes	Labor	Materials	Total
Valve 1	<u>Troubleshoot</u>	Hours: 1  Bad 4 Station decoder For zones 9, 10, 11, 12 Replaced it and two solenoids	\$70.00	\$689.00	\$759.00

Controller 2 1st Wellington > Zone 15 node spray					
Asset	Service	Notes	Labor	Materials	Total
Valve 1	<u>Troubleshoot</u>	Hours: 1  Lost wire under the road had to add One station node For spray zone	\$70.00	\$265.00	\$335.00





# **EXHIBIT 4**

## **AGENDA**



# Concord Station

Gaby Arroyo

Complete

<b>Score</b>	46 / 58 (79.31%)	<b>Flagged items</b>	1	<b>Actions</b>	0
--------------	------------------	----------------------	---	----------------	---

<b>Prepared by</b>	Gaby Arroyo
Ponds	3 / 3 (100%)
Ponds 1	3 / 3 (100%)

## Ponds

Good

Retention ponds are in good shape. Water level are good though some ponds have low/ receded water.



Photo 1



Photo 2

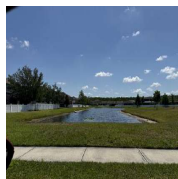


Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8



Photo 9

## Pond Location

Landscaping	3 / 3 (100%)
Landscaping 1	3 / 3 (100%)

## Landscaping

Good

Mowing and pond mowing are now weekly. Working with Yellowstone to make sure they bait for ants during visit and all previously missed areas are addressed.

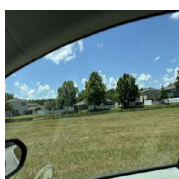


Photo 10



Photo 11

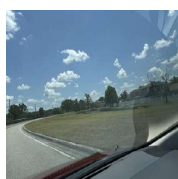


Photo 12

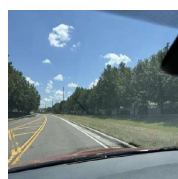


Photo 13

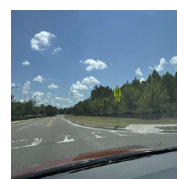


Photo 14

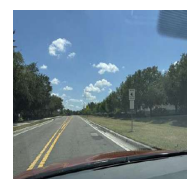


Photo 15



Photo 16

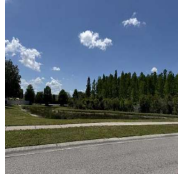


Photo 17



Photo 18



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

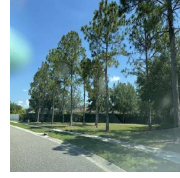


Photo 25



Photo 26



Photo 27

## Landscaping Location

### Mailbox

Fair

Mailbox are scheduled for paint touch ups.

### Mailbox Location

### Streetlights

Working

Gathering proposals for solar lights for the Amenities.



Photo 28



Photo 29

## Streetlights Location

### Entrance Monuments

Fair

Monuments paint touch ups is still ongoing. Main tower by school has rust stains. Contacted vendor to remove rust stains.



Photo 30



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35

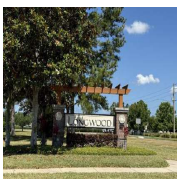


Photo 36

### Gates - Main

Fair

All amenities are enclosed but security system is not online.



Photo 37



Photo 38



Photo 39

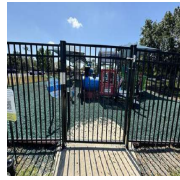


Photo 40

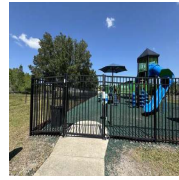


Photo 41



Photo 42

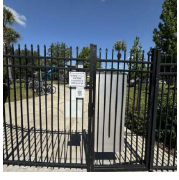


Photo 43

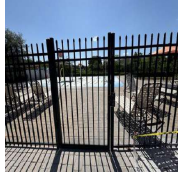


Photo 44

### Sidewalks

Good

Sidewalks are in good condition. Maintenance is scheduled to pressure wash sidewalks in front of Amenity Center. Maintenance team will contact a vendor to do a sidewalk audit.



Photo 45

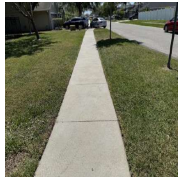


Photo 46

### Sidewalks Location

#### Common Area Fence

Good

Utility and community fence are in good shape.



Photo 47



Photo 48

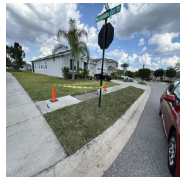


Photo 49



Photo 50



Photo 51

### Roads

Fair

Fix pothole in front of Amenity Center parking lot. Recommend stripping the road.



Photo 52

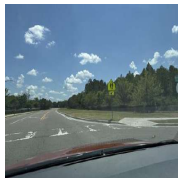


Photo 53



Photo 54



Photo 55



Photo 56



Photo 57

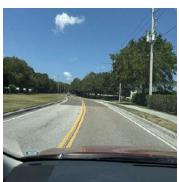


Photo 58



Photo 59



## Roads Location

Amenities

1 flagged, 25 / 33 (75.76%)

Amenities 1

1 flagged, 25 / 33 (75.76%)

## Basketball Court

Fair

Access control for Basketball court needs to be repaired. Security system is not operable. Basketball hoops are in good condition though recommend adding pole pad per insurance audit



Photo 60



Photo 61



Photo 62



Photo 63

## Tennis Court

Fair

Tennis courts need to be resurfaced and recommend a new wind screen.

## Clubhouse

Good

Amenity Center and restrooms are in good condition. Repainting has been completed in Amenity Center.



Photo 64



Photo 65



Photo 66



Photo 67



Photo 68

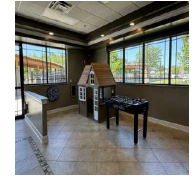


Photo 69

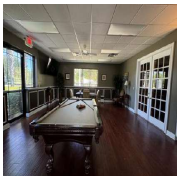


Photo 70

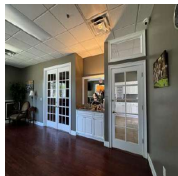


Photo 71

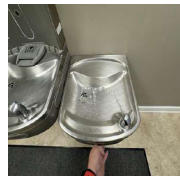


Photo 72



Photo 73



Photo 74

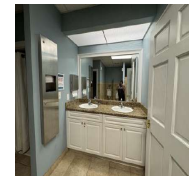


Photo 75

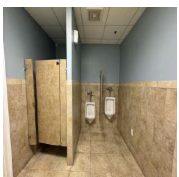


Photo 76



Photo 77

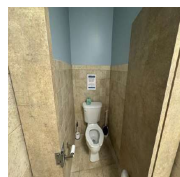


Photo 78

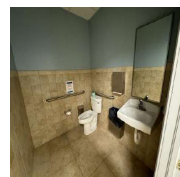


Photo 79

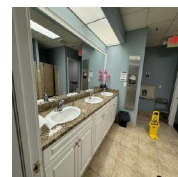


Photo 80

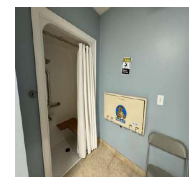


Photo 81

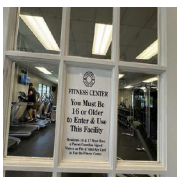


Photo 82

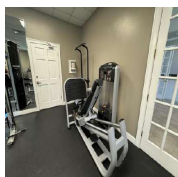


Photo 83

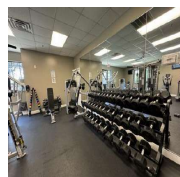


Photo 84

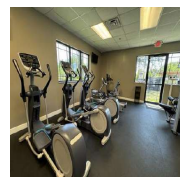


Photo 85

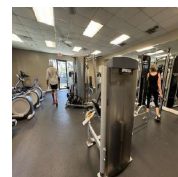


Photo 86

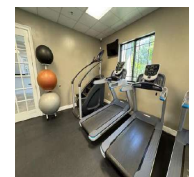


Photo 87

## Splash Pad

Poor

Splash pad needs a new surface coat.

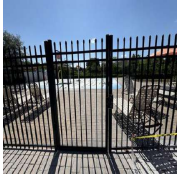


Photo 88



Photo 89



Photo 90

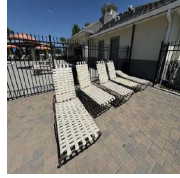


Photo 91

### Pool

Fair

Pool is satisfactory. ADA Chairs need to be repaired per insurance audit. Some pool furniture is dated and/or needs cleaning.

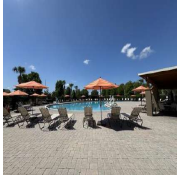


Photo 92



Photo 93

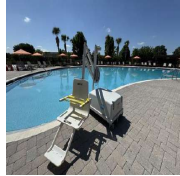


Photo 94

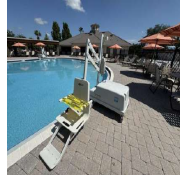


Photo 95



Photo 96



Photo 97

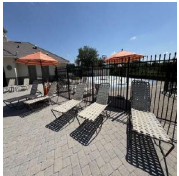


Photo 98



Photo 99

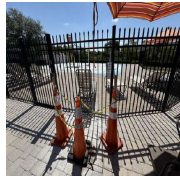


Photo 100

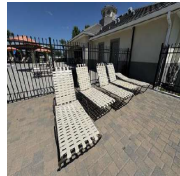


Photo 101



Photo 102

### Tot Lot

Fair

Access control for Basketball court needs to be repaired. Security system is not operable. Total Lot equipment is in good condition.



Photo 103

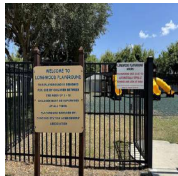


Photo 104



Photo 105



Photo 106



Photo 107



Photo 108



Photo 109



Photo 110



Photo 111



Photo 112



Photo 113



Photo 114



Photo 115



Photo 116



Photo 117



Photo 118

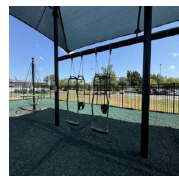


Photo 119



Photo 120

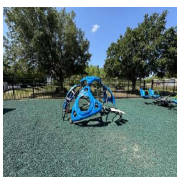


Photo 121



Photo 122



Photo 123

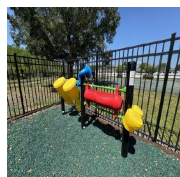


Photo 124



Photo 125



Photo 126





Photo 127

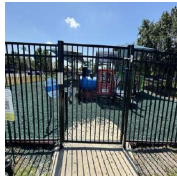


Photo 128

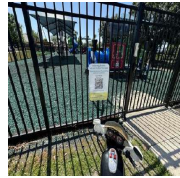


Photo 129

Other Observations

13 / 15 (86.67%)

Other Observations 1

3 / 3 (100%)

**Other**

Good

Doggy Stations are satisfactory.



Photo 130

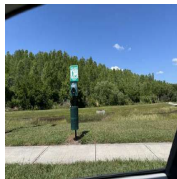


Photo 131



Photo 132



Photo 133

Other Observations 2

2 / 3 (66.67%)

**Other**

Fair

Amenity center signage is in good condition. Though more signage is needed per the insurance report.



Photo 134

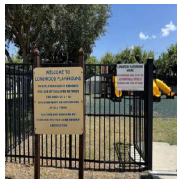


Photo 135



Photo 136



Photo 137

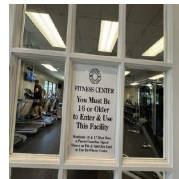


Photo 138



Photo 139

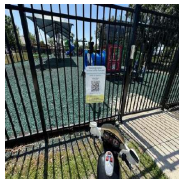


Photo 140



Photo 141



Photo 142

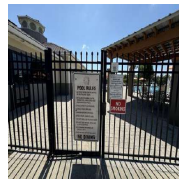


Photo 143

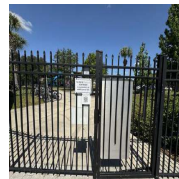


Photo 144



Photo 145



Photo 146



Photo 147

Other Observations 3

2 / 3 (66.67%)

**Other**

Fair

Trash cans are satisfactory. Though we will be adding 4 new trash cans.



Photo 148



Photo 149

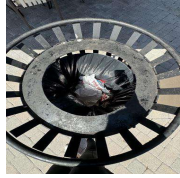


Photo 150



Photo 151

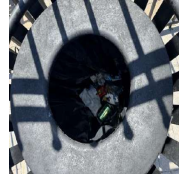


Photo 152

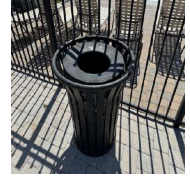


Photo 153

Other Observations 4

3 / 3 (100%)

Other

Good

Benches are satisfactory and anchored down.



Photo 154



Photo 155



Photo 156



Photo 157



Photo 158



Photo 159



Photo 160

Other Observations 5

3 / 3 (100%)

Other

Good

Pergolas with grill area is satisfactory.

Water fountains are satisfactory.

Bike rack and vending machine is satisfactory.

Maintenance will be pouring concrete free of cost to the district and level the pavers in front of the splash pad entrance.

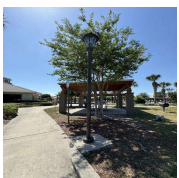


Photo 161



Photo 162



Photo 163

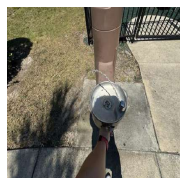


Photo 164

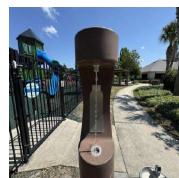


Photo 165

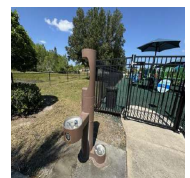


Photo 166

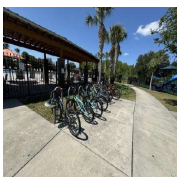


Photo 167



Photo 168

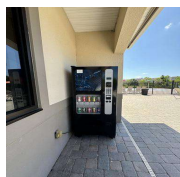


Photo 169

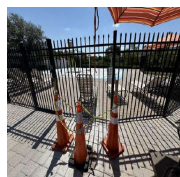


Photo 170

Sign Off

Gaby Arroyo



A handwritten signature in black ink, appearing to be 'J. A.', is located in the top left corner of the page.

May 2, 2024 2:27 PM EDT

---

**Splash Pad**

Poor

Splash pad needs a new surface coat.

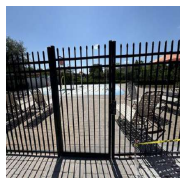


Photo 88

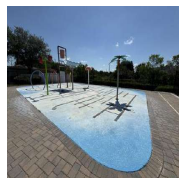


Photo 89



Photo 90

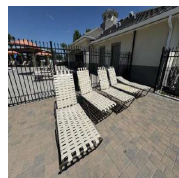


Photo 91

## Media summary



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8



Photo 9



Photo 10



Photo 11



Photo 12



Photo 13



Photo 14





Photo 15



Photo 16



Photo 17



Photo 18



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24



Photo 25



Photo 26



Photo 27



Photo 28





Photo 29



Photo 30



Photo 31



Photo 32



Photo 33



Photo 34





Photo 35



Photo 36



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42





Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54



Photo 55



Photo 56



Photo 57



Photo 58





Photo 59



Photo 60



Photo 61



Photo 62



Photo 63



Photo 64



Photo 65



Photo 66



Photo 67



Photo 68



Photo 69



Photo 70



Photo 71



Photo 72



Photo 73



Photo 74





Photo 75



Photo 76



Photo 77



Photo 78



Photo 79



Photo 80



Photo 81



Photo 82



Photo 83



Photo 84



Photo 85



Photo 86



Photo 87



Photo 88





Photo 89



Photo 90



Photo 91



Photo 92



Photo 93



Photo 94



Photo 95



Photo 96





Photo 97



Photo 98



Photo 99



Photo 100



Photo 101



Photo 102



Photo 103



Photo 104





Photo 105



Photo 106



Photo 107



Photo 108



Photo 109



Photo 110





Photo 111



Photo 112



Photo 113



Photo 114



Photo 115



Photo 116



Photo 117



Photo 118





Photo 119



Photo 120



Photo 121



Photo 122



Photo 123



Photo 124



Photo 125



Photo 126





Photo 127



Photo 128



Photo 129



Photo 130



Photo 131



Photo 132



Photo 133



Photo 134



Photo 135



Photo 136





Photo 137



Photo 138



Photo 139

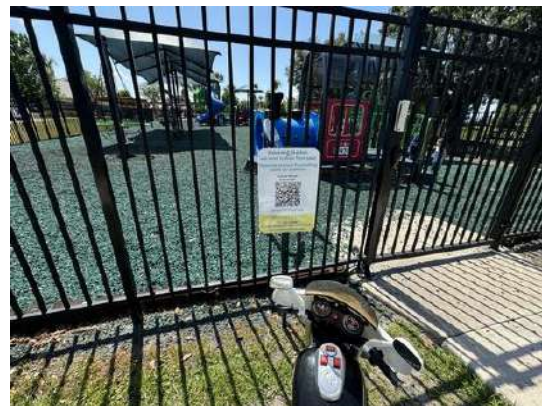


Photo 140



Photo 141



Photo 142





Photo 143



Photo 144



Photo 145



Photo 146



Photo 147



Photo 148



Photo 149



Photo 150



Photo 151



Photo 152





Photo 153



Photo 154



Photo 155



Photo 156



Photo 157



Photo 158



Photo 159



Photo 160





Photo 161



Photo 162



Photo 163



Photo 164



Photo 165



Photo 166



Photo 167



Photo 168



Photo 169

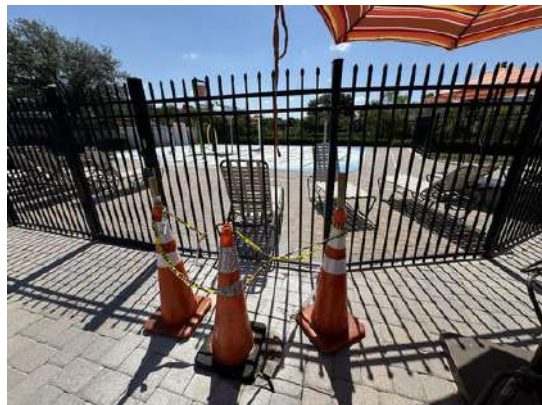


Photo 170

# **EXHIBIT 5**

## **AGENDA**



# SOLITUDE

LAKE MANAGEMENT



## Concord Station CDD (Drexel) Waterway Inspection Report

---

**Reason for Inspection:** Monthly required

**Inspection Date:** 2024-04-15

**Prepared for:**

Larry Krause, District Manager  
Breeze Home  
1540 International Parkway, Suite 2000  
Lake Mary, FL 32746

**Prepared by:**

Nick Margo, Aquatic Biologist

Wesley Chapel Field Office  
SOLITUDELAKEMANAGEMENT.COM  
888.480.LAKE (5253)

**TABLE OF CONTENTS**

Pg

**SITE ASSESSMENTS**

PONDS D1, D2, D3 \_\_\_\_\_ 3

PONDS D4, D5, D6 \_\_\_\_\_ 4

PONDS D7, D8, D9 \_\_\_\_\_ 5

PONDS D10 \_\_\_\_\_ 6

**MANAGEMENT/COMMENTS SUMMARY** \_\_\_\_\_ 6 - 7

**SITE MAP** \_\_\_\_\_ 8

D1

**Comments:**

Normal growth observed

The site has some decay and seasonal growth in the basin as water has been re-introduced to the site. It is mostly fleabane with some traces of torpedograss.



**Action Required:**

Routine maintenance next visit

**Target:**

Shoreline weeds

D2

**Comments:**

Site looks good

The site looks good with no noted algae and no noted nuisance, shoreline vegetation. The water clarity is good.



**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific

D3

**Comments:**

Site looks good

There is some decay along the homeowners' shoreline but the rest of the site is in good condition with no noted issues and good water clarity.



**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific



D4

**Comments:**

Site looks good

The site has some native Club rush growing but no nuisance vegetation and no noted algae.



**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific

D5

**Comments:**

Site looks good

The water is still down a bit but the site remains in good condition with little nuisance growth. The water clarity is good.



**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific

D6

**Comments:**

Site looks good

Like it's neighbor, this site still has a lot of exposed bank. There is some native vegetation in the water but minimal nuisance vegetation to be found.



**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific



Site: D7

Comments:

Treatment in progress

The site was recently treated for planktonic algae (the reason for green water). Allow 7 to 14 days for full results.



Action Required:

Routine maintenance next visit

Target:

Planktonic algae

Site: D8

Comments:

Site looks good

There is some decay from a previous shoreline weed treatment but no new growth to note.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: D9

Comments:

Site looks good

The site still has decay from primrose that was treated a while ago but overall still in good condition. The water clarity is good.



Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: D10

**Comments:**

Site looks good  
The hasn't had any noted regrowth since the canoed the entre thing over a year ago. The water clarity is still very good.



**Action Required:**

Routine maintenance next visit

**Target:**

Species non-specific

**Management Summary**

Site D1 was rather dry for quite some time so the re-introduction of water has lead to some seasonal growth in the basin. Mostly fleabane but there is some torpedograss. We will spray out these patched with some herbicide to control them during the next visit to Drexel. There was no major shoreline weeds growth to note in any other sites. Most are at their high water marks and the ones that still have exposed bank don't have any growth to note outside of D1.

The water in site D7 is very green so the site received an algicide application and has been dyed out blue / black for further enhancement. Hopefully this will clear up the issue. If it does not, we will reapply algicide as needed.

There were no other issues to note in the other sites around Drexel. Every else looks very manicured and there is very minimal nusiance growth to note.

Thank You For Choosing SOLitude Lake Management!

Site	Comments	Target	Action Required
D1	Normal growth observed	Shoreline weeds	Routine maintenance next visit
D2	Site looks good	Species non-specific	Routine maintenance next visit
D3	Site looks good	Species non-specific	Routine maintenance next visit
D4	Site looks good	Species non-specific	Routine maintenance next visit
D5	Site looks good	Species non-specific	Routine maintenance next visit
D6	Site looks good	Species non-specific	Routine maintenance next visit
D7	Treatment in progress	Planktonic algae	Routine maintenance next visit
D8	Site looks good	Species non-specific	Routine maintenance next visit
D9	Site looks good	Species non-specific	Routine maintenance next visit
D10	Site looks good	Species non-specific	Routine maintenance next visit

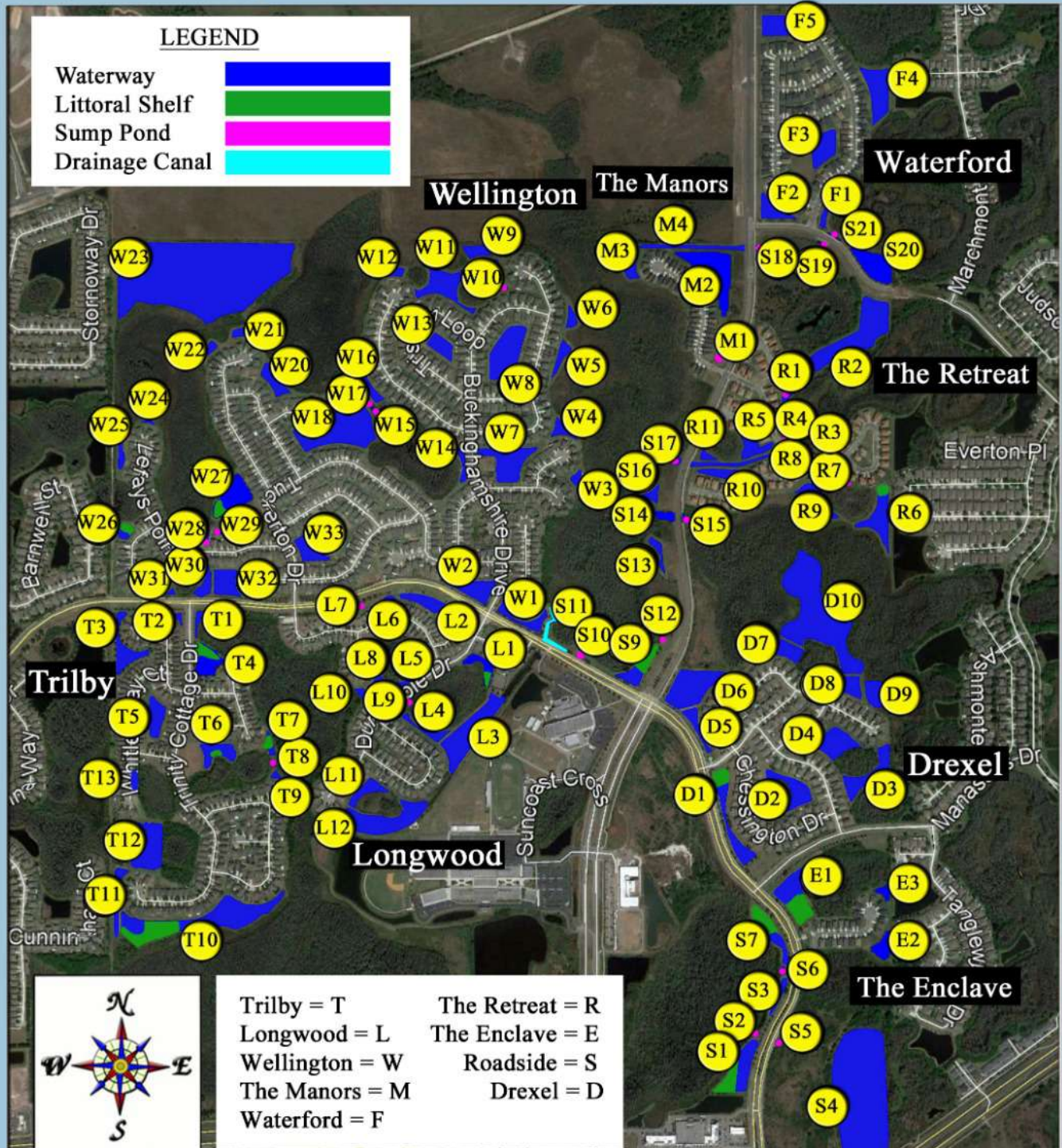




# Concord Station CDD

## Land O' Lakes, Florida

Call 888.480.LAKE



PCB 1/2020

# **EXHIBIT 6**

## **AGENDA**

**STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
COUNTY HEALTH DEPARTMENT  
PUBLIC POOL AND BATHING PLACE  
INSPECTION REPORT**



1 of 2

**Facility Information**

**RESULT: Satisfactory**

Permit Number: 51-60-1969945  
Name of Facility: Concord Station Splash Pad  
Address: 18636 Mentmore Boulevard  
City, Zip: Land O Lakes 34638

**Correct By: None  
Re-Inspection Date: None**

Type: Water Attractions  
Owner: Concord Station CDD  
Person In Charge: Caroline Roeber Mgr. Phone: (813)909-4569  
PIC Email: croeber@breezehome.com  
Pool Operator: Suncoast Pool Services Phone: (727) 271-1395

**Inspection Information**

Purpose: Routine Begin Time: 04:30 PM  
Inspection Date: 4/30/2024 End Time: 05:00 PM

**Additional Information**

22. Free Chlorine ..... 7.5	VOLUME ..... 1200
23. pH ..... 7.8	POOL LOAD ..... 10
24. Chlor. Stabilizer ..... 0	FLOW RATE ..... 50
33. Flowmeter ..... 50	NIGHT SWIM ..... No
34. Thermometer .....	FILTER TYPE ..... CP

*Items checked are not in compliance with Chapter 386 or 514, Florida Statutes, or Chapter 64E-9 or 64E-10, Florida Administrative Code. These violations must be corrected by the date indicated to avoid closure, administrative fines, or other legal actions. Florida Building Code (FBC) violations are reported to the local building official, and depending upon risk severity, the Department of Health may close the pool or rescind the operating permit.*

**Violation Markings**

<b>POOL AREA</b> 1. Water Clarity/Algae Control 2. Deck/Walkways 3. Tile/Pool Finish 4. Depth Markers-FBC 5. Handrail/Ladder-FBC 6. Step Markings-FBC 7. Suction Outlets-514.0315(1) 8. Gutter Grates/Skimmer-FBC 9. Lighting 10. No Dive Markings-FBC 11. Diving Board-FBC 12. Pool Cover 13. Pool Side Shower-FBC <b>POOL SAFETY</b> 14. Life Hook(s) w/Pole 15. Life Ring(s) w/Rope 16. Safety Line	17. Rules Posted 18. Certification <b>SANITARY FACILITIES</b> 19. Supplies 64E-10, FAC 20. Clean 64E-10, FAC <b>WATER QUALITY</b> 21. Approved Test Kit 22. Free Chlor./Brom. 23. pH 24. Chlor. Stabilizer 25. Spa Requirements-ORP <b>EQUIPMENT ROOM</b> 26. Wading Pool-Quick Dump 27. Water Level/Control 28. Disinfection Feeder/Generator 29. pH Feeder 30. Chem. Container Label-FBC 31. Filter / Pump	32. Vacuum Cleaner-FBC 33. Flowmeter 34. Thermometer 35. Pressure/Vacuum Gauge 36. Equip. Room 37. Cross Connection 38. Gas Chlorine Eq.-FBC 39. Waste Water - FBC 40. D.E. Separator-FBC 41. Other Equipment 42. Equip. Change-FBC 43. Approved Chemicals 44. Maintenance Log 45. Inspection Posted 46. Safety-514.0315(2) 47. Fences/Gates- FBC 48. Other 49. Other
---	---	--

*NOTE: It is unlawful to modify a public pool or its equipment without prior approval from the local building department and submitting an application to DOH.*

Inspector Signature:

Client Signature:



STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
COUNTY HEALTH DEPARTMENT  
PUBLIC POOL AND BATHING PLACE  
INSPECTION REPORT



2 of 2

**General Comments**

No violations noted during time of inspection.  
Questions contact Angela.Midkiff@flhealth.gov

Email Address(es): croeber@breezehome.com;  
Suncoastpoolservice@gmail.com

DOH Web Page For Pools: <http://www.floridahealth.gov/environmental-health/swimming-pools/index.html>

**Violations Comments**

No Violation Comments Available

Inspection Conducted By: Angela Midkiff (45662)  
Inspector Contact Number: Work: (727)457-6666  
Print Client Name:  
Date: 4/30/2024

Inspector Signature:

Handwritten signature of the inspector, Angela Midkiff.

Client Signature:

Handwritten signature of the client, Carolist Bepko.

# **EXHIBIT 7**

## **AGENDA**

**STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
COUNTY HEALTH DEPARTMENT  
PUBLIC POOL AND BATHING PLACE  
INSPECTION REPORT**



1 of 2

**Facility Information**

**RESULT: Satisfactory**

Permit Number: 51-60-00674  
Name of Facility: Concord Station CDD Clubhouse  
Address: 18636 Mentmore Boulevard  
City, Zip: Land O Lakes 34639

**Correct By: None  
Re-Inspection Date: None**

Type: Public Pool > 25000 Gallons  
Owner: Concord Station CDD  
Person In Charge: Caroline Roeber Mgr. Phone: (813)909-4569  
PIC Email: croeber@breezehome.com  
Pool Operator: Suncoast Pool Services Phone: (727) 271-1395

**Inspection Information**

Purpose: Routine	Begin Time: 03:45 PM
Inspection Date: 4/30/2024	End Time: 04:30 PM

**Additional Information**

22. Free Chlorine ..... 3.0	VOLUME ..... 209700
23. pH ..... 7.6	POOL LOAD ..... 233
24. Chlor. Stabilizer ..... 0	FLOW RATE ..... 1200
33. Flowmeter ..... 1200	NIGHT SWIM ..... No
34. Thermometer .....	FILTER TYPE ..... DEV

*Items checked are not in compliance with Chapter 386 or 514, Florida Statutes, or Chapter 64E-9 or 64E-10, Florida Administrative Code. These violations must be corrected by the date indicated to avoid closure, administrative fines, or other legal actions. Florida Building Code (FBC) violations are reported to the local building official, and depending upon risk severity, the Department of Health may close the pool or rescind the operating permit.*

**Violation Markings**

POOL AREA 1. Water Clarity/Algae Control 2. Deck/Walkways 3. Tile/Pool Finish 4. Depth Markers-FBC 5. Handrail/Ladder-FBC 6. Step Markings-FBC 7. Suction Outlets-514.0315(1) 8. Gutter Grates/Skimmer-FBC 9. Lighting 10. No Dive Markings-FBC 11. Diving Board-FBC 12. Pool Cover 13. Pool Side Shower-FBC POOL SAFETY 14. Life Hook(s) w/Pole 15. Life Ring(s) w/Rope 16. Safety Line	17. Rules Posted 18. Certification SANITARY FACILITIES 19. Supplies 64E-10, FAC 20. Clean 64E-10, FAC WATER QUALITY 21. Approved Test Kit 22. Free Chlor./Brom. 23. pH 24. Chlor. Stabilizer 25. Spa Requirements-ORP EQUIPMENT ROOM 26. Wading Pool-Quick Dump 27. Water Level/Control 28. Disinfection Feeder/Generator 29. pH Feeder 30. Chem. Container Label-FBC 31. Filter / Pump	32. Vacuum Cleaner-FBC 33. Flowmeter 34. Thermometer 35. Pressure/Vacuum Gauge 36. Equip. Room 37. Cross Connection 38. Gas Chlorine Eq.-FBC 39. Waste Water - FBC 40. D.E. Separator-FBC 41. Other Equipment 42. Equip. Change-FBC 43. Approved Chemicals 44. Maintenance Log 45. Inspection Posted 46. Safety-514.0315(2) 47. Fences/Gates- FBC 48. Other 49. Other
---	--	--

*NOTE: It is unlawful to modify a public pool or its equipment without prior approval from the local building department and submitting an application to DOH.*

Inspector Signature:

Client Signature:



STATE OF FLORIDA  
DEPARTMENT OF HEALTH  
COUNTY HEALTH DEPARTMENT  
PUBLIC POOL AND BATHING PLACE  
INSPECTION REPORT



2 of 2

**General Comments**

No violations noted during time of inspection.  
Recommend adding additional sign (Must have pool maximum depth in 3" font); Must be visible from entire wet deck  
Questions contact Angela.Midkiff@flhealth.gov

Email Address(es): croeber@breezehome.com;  
Suncoastpoolservice@gmail.com

DOH Web Page For Pools: <http://www.floridahealth.gov/environmental-health/swimming-pools/index.html>

**Violations Comments**

No Violation Comments Available

Inspection Conducted By: Angela Midkiff (45662)  
Inspector Contact Number: Work: (727)457-6666  
Print Client Name:  
Date: 4/30/2024

Inspector Signature:

Handwritten signature of Angela Midkiff.

Client Signature:

Handwritten signature of Carol Roebel.

# **EXHIBIT 8**

## **AGENDA**

Service Report  
Cooper Pools Inc

To:Gaby Arroyo, LCAM



844-766-5256

Thank you, Concord Station ICO Breeze

SERVICE	DATE	STATUS
Commercial Call / Quote	4/24/2024 10:30 am – 11:35 am	Complete

**POOL ADDRESS**

18636 Mentmore Boulevard, Land O' Lakes, FL 34638

**NOTES**

Site visit to evaluate both ADA lift chairs. Both chairs have similar damage from weather exposure and misuse. Quote to follow within 24-48 hours

**TECHNICIANS**

- Shawn Keyes

**PICTURES FROM SERVICE**

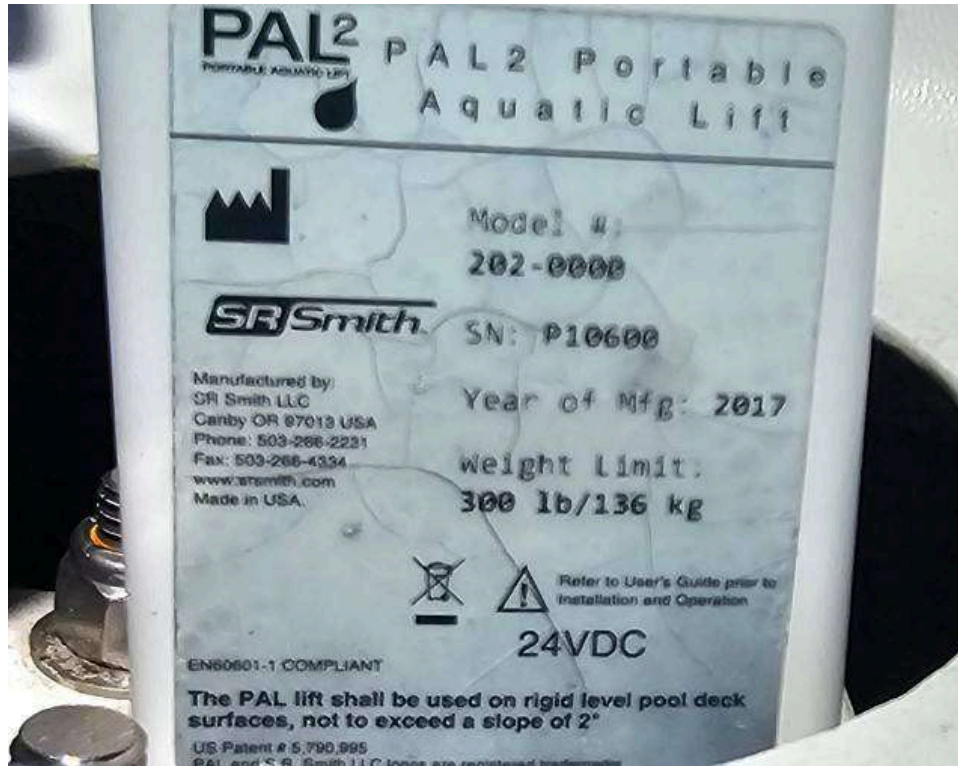


**DESCRIPTION**

Right side chair needs - Hand controller, Actuator, Control box, Battery, Charger,



Seat belt, Hub Assembly, Cover, Battery cover, & Ballast cover



DESCRIPTION

Manufacturer information



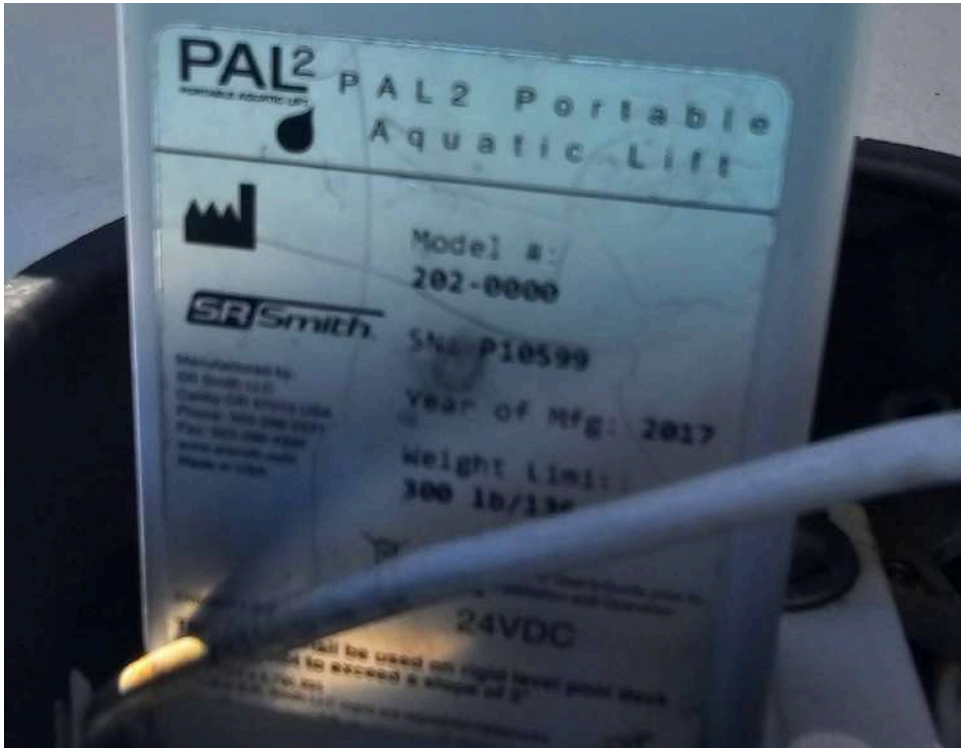
DESCRIPTION

Hub assembly is in a state of deterioration. Do not use this equipment at this time until repairs can be made.



**DESCRIPTION**

**Left side chair needs - Hand controller, Actuator, Control box, Battery, Charger, Seat belt, Hub Assembly, Cover, Battery cover, & Ballast cover**



**DESCRIPTION**

**Manufacturer information**





**DESCRIPTION**

**Hub assembly is in a state of deterioration. Do not use this equipment at this time until repairs can be made.**

---

Thank you for your business!

[Unsubscribe](#) [Email Preferences](#)



# **EXHIBIT 9**

## **AGENDA**

# ESTIMATE

Cooper Pools Leak Detection Inc  
 1723 MONTGOMERY BELL RD  
 WESLEY CHAPEL, FL 33543

info@cooperpoolsinc.com  
 +1 (813) 480-5357  
 http://www.cooperpoolsinc.com/



## Concord Station ICO Breeze

**Bill to**

Concord Station ICO Breeze  
 1540 International Parkway Ste 2000  
 Lake Mary, FL 32746

**Ship to**

Concord Station ICO Breeze  
 18636 Mentmore Boulevard  
 Land O' Lakes, FL 34638

**Estimate details**

Estimate no.: 1217  
 Estimate date: 04/29/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		<b>Chair Lift</b>	SR SMITH PAL II PORTABLE AQUATIC LIFT - COMPLETE CHAIR	1	\$21,275.00	\$21,275.00
2.		<b>SR SMITH 1001530 LIFT OPERATOR BATTERY CHARGER FOR MODELS 2012 &amp; NEWER</b>	SR SMITH 1001530 LIFT OPERATOR BATTERY CHARGER FOR MODELS 2012 & NEWER 337017	2	\$305.59	\$611.18
3.		<b>SR SMITH PAL II HOUSING ASSEMBLY</b>	HARD SHELL HOUSING ASSEMBLY	2	\$1,010.00	\$2,020.00
4.		<b>SR SMITH 900-1000 SEAT BELT ASSY</b>	SR SMITH 900-1000 SEAT BELT ASSY 342404	2	\$160.00	\$320.00
5.		<b>SR SMITH 1001600 2 CHANNEL 4 BTN PAL HAND CNTRL SA</b>	SR SMITH 1001600 2 CHANNEL 4 BTN PAL HAND CNTRL 343506	2	\$499.00	\$998.00
6.		<b>SR SMITH 1001495 NEW STYLE BAT LIFT OPERATOR</b>	SR SMITH 1001495 NEW STYLE BAT LIFT OPERATOR 308764	2	\$808.00	\$1,616.00
7.		<b>HUB ASSEMBLY</b>	SR SMITH HUB ASSEMBLY	2	\$1,907.70	\$3,815.40
8.		<b>SR SMITH 910-1000T LIFT OPERATOR CONSOLE COVER TAN</b>	SR SMITH 920-5000T LIFT OPERATOR CONSOLE COVER TAN 569295	2	\$1,528.55	\$3,057.10
9.		<b>SR SMITH 400-7000AX CONTROL BOX</b>	SR SMITH 400-7000 CONTROL BOX 652134	2	\$1,296.75	\$2,593.50
10.		<b>SR SMITH 910-1000T LIFT OPERATOR CONSOLE COVER TAN</b>	SR SMITH 910-1000T LIFT OPERATOR CONSOLE COVER TAN 569295	2	\$112.00	\$224.00

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11.	<b>SR SMITH 100-500A LA34 ACTUATOR</b>	SR SMITH 100-500A LA34 ACTUATOR 322080	2	\$3,095.00	\$6,190.00
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**Total** **\$42,720.18**

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# **EXHIBIT 10**

AGENDA

# Tampa Bay Poo Patrol

913 East New Orleans Avenue  
Tampa, Florida 33603  
(813)485-6740  
tbpoo patrol@gmail.com | www.tampabaypoo patrol.com



## RECIPIENT:

### Concord Station

18636 Mentmore Boulevard  
Land O' Lakes, Florida 34638

## Quote #224

Sent on May 01, 2024

**Total \$780.00**

Product/Service	Description	Qty.	Unit Price	Total
Pet Waste Station Maintenance	Service and maintain 20 waste stations weekly - includes removing waste, replacing liner and disposal bags. \$9 per station per week.	1	\$780.00	\$780.00*

**Total \$780.00**

\* Non-taxable

Please find the attached quote for the service and maintenance of 20 waste stations weekly. This includes waste removal, liner replacement, and disposal bags at a rate of \$9 per station per week.

Our maintenance package covers all disposal bags and liners with no annual maximum limit. Our service also entails removing all visible waste and debris within a 6-foot radius of each station, along with sanitation and basic maintenance.

The breakdown of costs is as follows:

- Weekly service at \$5 per station per visit, totaling \$180 for 20 stations.

## Tampa Bay Poo Patrol

913 East New Orleans Avenue

Tampa, Florida 33603

(813)485-6740

tbpoopatrol@gmail.com | [www.tampabaypoopatrol.com](http://www.tampabaypoopatrol.com)



### Notes Continued...

- Monthly billing of \$780 based on 52 weeks, amounting to \$9360.00 annually.

This quote is valid for the next 30 days, after which values may be subject to change.



# **EXHIBIT 11**

AGENDA

300 Cadman Plaza West, Suite 1303, Brooklyn, NY 11201



Questions? Call (800) 952-1457

Invoice

**Bill To**

Caroline Roeber  
Breeze CDD  
8824 BOWER BASS CIR  
6626719039  
WESLEY CHAPEL, FL 33545 3313  
Phone: 662 671 9039  
Email: croeber@breezehome.com

**Ship To**

Caroline Roeber  
Breeze CDD  
8824 BOWER BASS CIR  
6626719039  
WESLEY CHAPEL, FL 33545 3313  
Phone: 662 671 9039

Order No.: MPS-851337

Date: April 30, 2024

Ship by: Regular Ground

Item Description	Unit Price	Qty.	Amount
1. No Overnight Parking, Unauthorized Vehicles Will Be Towed Size: 18" x 12" Part #: EG-12x18 • HTC Code: 8310.00.0000	\$24.25/Sign Package: 1 Sign	5 Signs	\$121.25
Product Subtotal :			\$121.25
Estimated Shipping Charges :			Free
Tax :			\$8.49
Order Total :			\$129.74

Please make checks payable to SmartSign.

[Print](#) [Close](#)

# **EXHIBIT 12**

AGENDA



# ESTIMATE

Unleashed Fencing  
P.O. Box 5699  
Plant City, FL 33563

unleashedfencing@gmail.com  
(813) 833-2259

## Concord Station Community

Bill to  
Concord Station Community

### Estimate details

Estimate no.: 5416  
Estimate date: 04/30/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Repair	Fix both gate posts and make secure. Check fence line and repair section that is loose.	1	\$175.00	\$175.00
					<b>Total</b>	<b>\$175.00</b>

# **EXHIBIT 13**

## **AGENDA**



**YELLOWSTONE**  
LANDSCAPE

**Concord Station CDD 5/1/24,  
10:28 AM**

**Jessica LeBarbera**

**Wednesday, May 1, 2024**

**Prepared For Breeze**

**21 Issues Identified**



May 24 Walk Through  
Assigned To Community  
Attendees  
Chris Van Helden



Observation  
Assigned To Community  
Today is Palm Pruning Day. 1 May 24



Observation  
Assigned To Board Of Supervisors  
Proposals are on the agenda tonight to clean  
islands & wooded area.



Observation  
Assigned To Community  
Action Shot





Observation  
Assigned To Community  
This area will be trimmed this week.



Observation  
Assigned To Community  
Islands have no mulch in tree circles



Observation  
Assigned To Board Of Supervisors  
Propose to remove Wax Myrtle by flush cutting



Observation  
Assigned To Community  
No mulch in Clock Island.



Observation  
Assigned To Community  
No mulch in beds along fence lines.



Observation  
Assigned To Community  
Did not observe any live ant mounds. Found old mounds as pictured



Observation  
Assigned To Community  
Younger mound found, no aunts mound is vacant.  
Yellowstone applies granular every time we see an active mound. We will continue to do so.





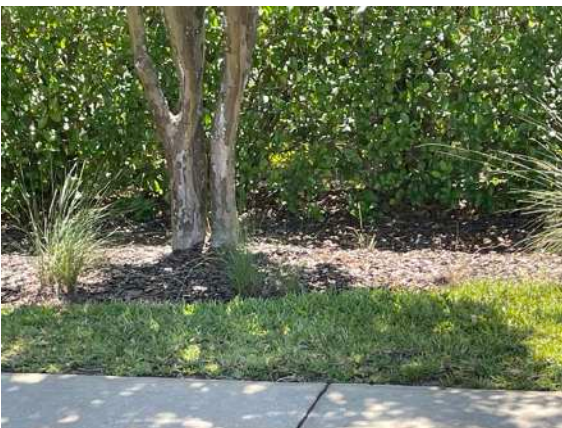
Observation  
Assigned To Community  
Area will also be trimmed this week.



Observation  
Assigned To Community  
No mulch in Manor's beds.



Observation  
Assigned To Community  
No mulch in monument beds.



Observation  
Assigned To Community  
No mulch in beds along Birmingham hedge.



Observation  
Assigned To Community  
Again showing no mulch



Observation  
Assigned To Maintenance Crew  
Be sure to lift any water weighed branches back to 10 feet. Continue to do so.



Observation  
Assigned To Community  
No mulch in beds at Tuckerton entrance



Observation  
Assigned To Community  
Tree piles left for crew to pick up.





Observation

Assigned To Community

No mulch at Trilby Entrance. Propose installing mulch.



Observation

Assigned To Community

Branches thrown over fence for Yellowstone to pick up.

Christiaan Van Helden  
Yellowstone Landscape

# **EXHIBIT 14**

## **AGENDA**



Proposal #: 419319

Date: 5/2/2024

From: Chris Van Helden

Landscape Enhancement Proposal for  
**Concord Station CDD**

Kathy Hamadani  
 Rizzetta & Company, Inc.  
 1540 International Parkway St  
 Suite 2000  
 Lake Mary, FL 32746  
 dbwallace@rizzetta.com

**LOCATION OF PROPERTY**

18636 Mentmore Boulevard  
 Land O Lakes, FL 34638

**Community Mulching Spring 2024**

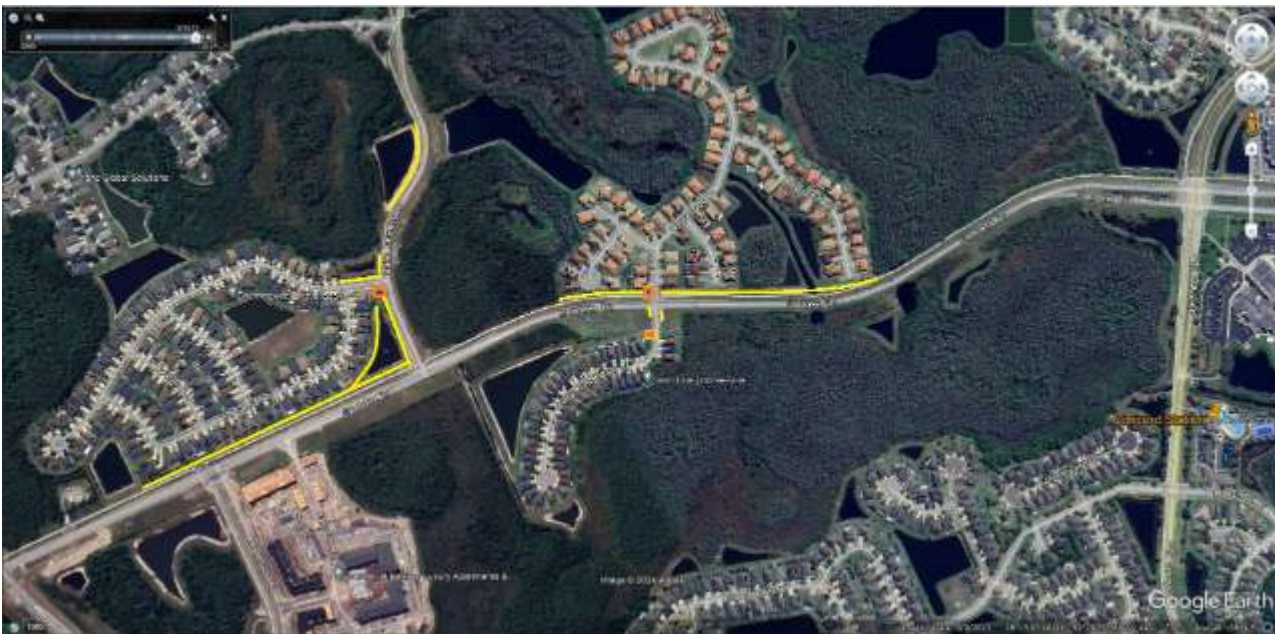
DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Community Mulch yds	625	\$61.50	\$38,437.50

- Install Pine Bark Mulch
- Blow areas Clean
- Yellow in need of thick coverage
- Orange color coverage
- Taxes









**Terms and Conditions:** Signature below authorizes Yellowstone Landscape to perform work as described in this proposal and verifies that the prices and specifications are hereby accepted. This quote is firm for 30 days and change in plans or scope may result in a change of price. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: Plant material is under a limited warranty for one year. Transplanted material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e., Act of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

**AUTHORIZATION TO PERFORM WORK:**

By \_\_\_\_\_

Print Name/Title \_\_\_\_\_

Date \_\_\_\_\_

**Concord Station CDD**

<b>Subtotal</b>	<b>\$38,437.50</b>
<b>Sales Tax</b>	<b>\$0.00</b>
<b>Proposal Total</b>	<b>\$38,437.50</b>

# **EXHIBIT 15**

AGENDA



Landscape Enhancement Proposal for  
**Concord Station CDD**

Kathy Hamadani  
Rizzetta & Company, Inc.  
1540 International Parkway St  
Suite 2000  
Lake Mary, FL 32746  
dbwallace@rizzetta.com

LOCATION OF PROPERTY

18636 Mentmore Boulevard  
Land O Lakes, FL 34638

**Wax Myrtle Removal**

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Removal of Wax Myrtle on Pond D5	6	\$65.00	\$390.00

- Flush cut Wax Myrtle intertwined with Oak Roots on Pond D5
- Remove all debris
- Dump Fees & Taxes





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**AUTHORIZATION TO PERFORM WORK:**

By \_\_\_\_\_

\_\_\_\_\_  
Print Name/Title

Date \_\_\_\_\_

**Concord Station CDD**

<b>Subtotal</b>	<b>\$390.00</b>
<b>Sales Tax</b>	<b>\$0.00</b>
<b>Proposal Total</b>	<b>\$390.00</b>

# **EXHIBIT 16**

AGENDA

Landscape Enhancement Proposal for  
**Concord Station CDD**

Kathy Hamadani  
Rizzetta & Company, Inc.  
1540 International Parkway St  
Suite 2000  
Lake Mary, FL 32746  
dbwallace@rizzetta.com

LOCATION OF PROPERTY

18636 Mentmore Boulevard  
Land O Lakes, FL 34638

**Woodline Push Back**

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Enclave Wood Line Push Back	1	\$5,995.00	\$5,995.00

- Cut over growth back to original grass line
- Debris removed from area
- Dump Fees & Taxes





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Limited Warranty: Plant material is under a limited warranty for one year. Transplanted material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e., Act of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

**AUTHORIZATION TO PERFORM WORK:**

By \_\_\_\_\_

\_\_\_\_\_  
Print Name/Title

Date \_\_\_\_\_

**Concord Station CDD**

<b>Subtotal</b>	<b>\$5,995.00</b>
<b>Sales Tax</b>	<b>\$0.00</b>
<b>Proposal Total</b>	<b>\$5,995.00</b>

# **EXHIBIT 17**

## **AGENDA**

Landscape Enhancement Proposal for  
**Concord Station CDD**

Kathy Hamadani  
Rizzetta & Company, Inc.  
1540 International Parkway St  
Suite 2000  
Lake Mary, FL 32746  
dbwallace@rizzetta.com

**LOCATION OF PROPERTY**

18636 Mentmore Boulevard  
Land O Lakes, FL 34638

**Mentmore Blvd Island Cleanout**

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Clean Out, Mow, Edge, Line Trim, & Hedge Trim	60	\$65.00	\$3,900.00
Pine Bark Mulch 3cf Bag	200	\$11.25	\$2,250.00
Mulch Installation	12	\$65.00	\$780.00
Prune Mentmore Island Palms	37	\$55.00	\$2,035.00

- Clean beds of weeds & suckers put a soft edge on the bed edge
- Trim Palms, Hedges, cord grasses & lift trees to contract height
- Mow, edge & line trim
- Installation of mulch into beds
- Remove all debris from property
- Dump Fees & Taxes





**Terms and Conditions:** Signature below authorizes Yellowstone Landscape to perform work as described in this proposal and verifies that the prices and specifications are hereby accepted. This quote is firm for 30 days and change in plans or scope may result in a change of price. All overdue balances will be charged a 1.5% a month, 18% annual percentage rate.

Limited Warranty: Plant material is under a limited warranty for one year. Transplanted material and/or plant material that dies due to conditions out of Yellowstone Landscape's control (i.e., Act of God, vandalism, inadequate irrigation due to water restrictions, etc.) shall not be included in the warranty.

**AUTHORIZATION TO PERFORM WORK:**

By \_\_\_\_\_

\_\_\_\_\_  
Print Name/Title

Date \_\_\_\_\_

**Concord Station CDD**

<b>Subtotal</b>	<b>\$8,965.00</b>
<b>Sales Tax</b>	<b>\$0.00</b>
<b>Proposal Total</b>	<b>\$8,965.00</b>

# **EXHIBIT 18**

AGENDA



**Commercial & residential Painting -  
Hillsborough Lic. SP- 14685**

**Licensed & insured- Free  
estimates-  
Pasco Lic. LP-009843**

**QUOTE / ESTIMATE**

**813-596-1325  
813-506-0382**

**Date: 12/04/2024**

**To: Concord station clubhouse  
Email: michael@breezehome.com  
Phone Number: 8139094569  
Address: 18636 Mentmore Blvd. Land O Lakes FL 34639**

<b>Salesperson</b>	<b>Job</b>
Jose Rosero	Exterior Paint club house

<b>Qty</b>	<b>Description</b>	<b>Unit price</b>
	Pressure washer	
	Cover all windows with plastic	
	Apply clear sealer loxon conditioner	
	Paint the soffit and facial	
	Paint the walls and trim	
	Paint the doors	
	Paint the entry ceilings	
	Paint the 4 columns	
	Paint the dumpster	
	Paint the shelf	
	Use Sherwin Williams paint, latitude	
	Includes Materials and Labor.	
	Includes 10% discount for being a neighbor.	

Subtotal: \$13.500  
 Discount:- \$ 1.350  


---

 \$12.150  
 Sales Tax:+ \$ 851  
**TOTAL: \$13.000**

**Thank you for your business!**

# **EXHIBIT 19**

AGENDA





**Commercial & residential Painting - Hillsborough Lic. SP- 14685**

**Licensed & insured- Free estimates- Pasco Lic. LP-009843**

**QUOTE / ESTIMATE**

**813-596-1325  
813-506-0382**

**Date: 12/04/2024**

**To: Concord station clubhouse  
Email: michael@breezehome.com  
Phone Number: 8139094569  
Address: 18636 Mentmore Blvd. Land O Lakes FL 34639**

Salesperson	Job
Jose Rosero	Interior Paint club house

Qty	Description	Unit price
	Paint the lobby walls and ceilings doors and baseboard.	
	Paint the office doors and baseboard.	
	Paint the women's bathroom doors and baseboard.	
	Paint the men's bathroom. Doors and baseboard.	
	Paint the hallways.	
	Paint the gym doors and baseboard.	
	Paint the social room, crown molding, baseboard and doors.	
	Paint the game room, doors, and baseboard.	
	Paint the kitchen area doors and baseboard.	
	Two coats of paint will be applied.	
	Use Sherwin Williams paint, duration mate.	
	Includes Materials and Labor.	
	Includes 10% discount for being a neighbor.	

Subtotal: \$21.810  
 Discount:- \$ 2.181  


---

 \$19.629  
 Sales Tax:+ \$ 1.374  
**TOTAL: \$21.000**

**Thank you for your business!**

# **EXHIBIT 20**

## **AGENDA**

# Florida Brother's Maintenance & Repair, LLC.

820 Old Windsor Way  
Spring Hill, FL 34609 US  
(813) 476-1933  
floridabrothersllc@gmail.com



## Estimate

ADDRESS  
Concord Station CDD  
1540 International Pkwy  
Suite 2000  
Lake Mary, FL 32746 USA

ESTIMATE 1285  
DATE 04/21/2024  
EXPIRATION DATE 05/30/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Install Sign	This estimate is to Install (2) new pool signs at Concord Station. This signage will be warning parents and guardians of "No Lifeguard on Duty" before entering the pool area. Aluminum sign (better material). This sign will be hung on the fence for visible awareness.	2	87.95	175.90
	Install Sign	Install (1) new fitness center signs at Concord Station. This sign will provide examples of Fitness Center Rules that the district may wish to use to form their own signage. "Use at Your Own Risk", food, alcohol, glass containers, proper footwear or attire, reporting damaged equipment, etc. Aluminum sign (better material). This sign will be hung on the wall for visible awareness.	1	168.89	168.89
	Install Sign	Install (1) new tennis court sign at Concord Station. This sign will provide best practices include providing signage to inform users of rules, warnings, and access. Aluminum sign (better material). This sign will be hung on the fence for visible awareness.	1	168.89	168.89
	Install Sign	Install (1) new basketball court sign at Concord Station. This sign will provide best practices include acceptable rules, hours of operation, etc. Aluminum sign (better material). This sign will be hung on the fence for	1	191.74	191.74

	visible awareness.			
Install	This is to install (2) basketball hoop pads. This total in cost is for a complete set of (2) per playing area court.	2	285.00	570.00
	Installing padded pole wraps on the goals, is to minimize collision injuries. Any other sets will be for additional cost, at the same price.			
Note	Please note, overall total cost includes materials/signs, hardware & labor to install.	0	0.00	

Thank you for your business opportunity!

This estimate is for several signage items. Each one being specific, so please read each detail being provided for install. Please note, total overall cost includes materials/signs, hardware & labor to install.

Customer is tax exempt.

SUBTOTAL	1,275.42
TAX	0.00
<b>TOTAL</b>	<b>\$1,275.42</b>

Accepted By

Accepted Date



# **EXHIBIT 21**

## **AGENDA**



Sign Solutions of Tampa Bay  
 3921 West Dr. Martin Luther King Jr. Blvd.  
 Tampa, FL 33614

(813) 269-5990

# ESTIMATE EST-24785

Estimate Date: 04/18/24

Follow Up Date : 04/19/24

Payment Terms: Net 30

**Description:** Amenity Rules Signage

**Bill To:** Concord Station CDD  
 250 International Parkway  
 Lake Mary FL 32746  
 US

**Ordered By:** Gaby Arroyo  
 gaby@breezehome.com  
 (813) 565-4663

**Salesperson:**  
**Entered By:** Kierra Wilson

ITEMS	QTY	UNIT PRICE	LINE TOTAL
1 18x12 Pool Sign	1	\$49.50	\$49.50
2 24x18 Amenity Rule Signs x1 Fitness Center x1 Tennis Court x1 Basketball Court	3	\$74.25	\$222.75
3 Post - U-Channel 8'	3	\$42.50	\$127.50
4 Install Labor	4	\$110.00	\$440.00
Subtotal			\$839.75
Pre-Tax Total			\$839.75
Tax			\$29.98
<b>Total</b>			<b>\$869.73</b>

Thank you for considering Sign Solutions for your signage needs. Please call us at (813) 269-5990 if you have questions or need further information. We look forward to hearing from you and working with you on this project.

# **EXHIBIT 22**

## **AGENDA**

# Concord Station CDD

12 in

18 in



2404 Concord Station CDD 18x24 [No Lifeguard on Duty] (SET UP).fs

4/25/2024

## CUSTOMER APPROVAL

Customer Signature

Date

Original designs are the property of Sign Solutions® and cannot be reproduced in whole or in part, without prior written approval.

**Sign Solutions**  
premium signs and graphics

3921 W. Dr MLK Blvd. Tampa FL 33614  
Tel: 813.269.5990 Fax: 813.269.5991  
www.SignSolutionsTB.com

**PROJECT MANAGER:**  
Kierra W.

## REVISIONS



Disclaimer: After 3 revisions, additional charges may apply.

## Materials, Colors & Finishes - Disclaimer

Materials, Colors & Finishes represented above either in digital or printed format may not match finished product. Client needs to provide exact color samples, specify custom colors or approve Sign Solutions samples.



# Concord Station CDD



2404\_Concord Station CDD\_24x18 [Fitness Center Rules] V1-V2 (SET UP).fs

4/23/2024

**CUSTOMER APPROVAL**

Customer Signature \_\_\_\_\_

Date \_\_\_\_\_

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Tel: 813.269.5990 Fax: 813.269.5991  
www.SignSolutionsTB.com

**PROJECT MANAGER:**  
Kierra W.

**REVISIONS**

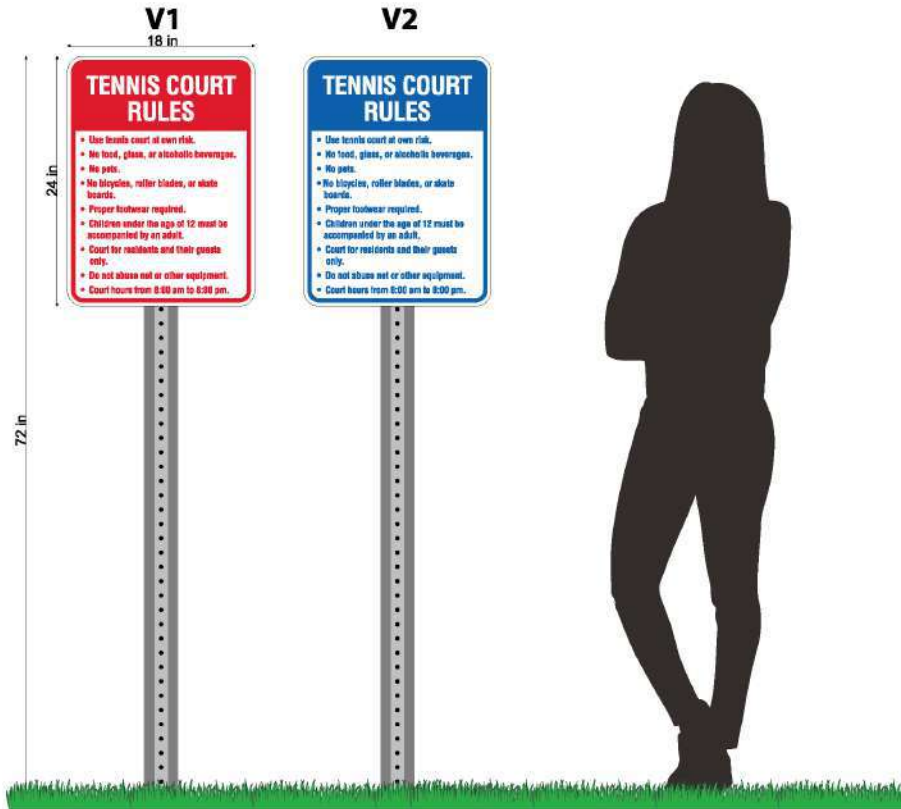


Indicates after 3 revisions, additional charges may apply.

**Materials, Colors & Finishes - Disclaimer**

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# Concord Station CDD



2404\_Concord Station CDD\_24x18 [Tennis Court Rules] V1-V2 (SET UP).fs

4/23/2024

**CUSTOMER APPROVAL**

Customer Signature \_\_\_\_\_

Date \_\_\_\_\_

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Tel: 813.269.5990 Fax: 813.269.5991  
www.SignSolutionsTB.com

**PROJECT MANAGER:**  
Kierra W.

**REVISIONS**



Indicates after 3 revisions, additional charges may apply.

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# Concord Station CDD



2404\_Concord Station CDD\_24x18 [Basketball Rules] V1-V2 (SET UP).fs

4/23/2024

**CUSTOMER APPROVAL**

Customer Signature \_\_\_\_\_

Date \_\_\_\_\_

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Tel: 813.269.5990 Fax: 813.269.5991  
www.SignSolutionsTB.com

**PROJECT MANAGER:**  
Kierra W.

**REVISIONS**



Indicates after 3 revisions, additional charges may apply.

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# **EXHIBIT 23**

## **AGENDA**





VANCL Basketball Pad Outdoor Basketball Pole Pads, Square Pad, Waterproof, Durable, UV-Resistant...

\$243.00

Sports & Outdoors > Sports & Outdoor Recreation Accessories > Field, Court & Rink Equipment > Basketball Court Equipment > Backboard Components > Pole Pads

Sponsored



### Spalding Heavy Duty Pole pad

Visit the Spalding Store 4.4 ★★★★★ 47 ratings | Search this page #1 Best Seller in Basketball Pole Pads

\$119.99

FREE Returns

Apply now and get a \$10 Amazon Gift Card upon approval of the Amazon Store Card, or see if you pre-qualify with no impact to your credit bureau score. Available at a lower price from other sellers that may not offer free Prime shipping.

Size:

5 Inch & 6 Inch

Material Type: vinyl

- Brand: Spalding
- Material: Polyurethane, vinyl
- Item Weight: 4 Pounds
- Indoor/Outdoor Usage: Outdoor

**prime**

Enjoy fast, free delivery, exclusive deals, and award-winning movies & TV shows with Prime

Try Prime and start saving today with fast, free delivery

**Buy new:**

\$119.99

FREE Returns

FREE delivery Wednesday, May 1

Or fastest delivery Saturday, April 27. Order within 1 hr 25 mins

Delivering to Wesley Chapel 33543 - Update location

**In Stock**

Waiting for unagi.amazon.com...

# **EXHIBIT 24**

## **AGENDA**



50 Pro Disc Soccer Cones, Set of 50, Carry Bag and Holder, Agility...

★★★★☆ 8,392 \$24.95 prime

Back to results

Sponsored



### Ball Stop Net System with Wheels Movable Soccer Backstop Net Sports Practice Barrier Net Soccer Ball Hitting Netting Soccer High Impact Net Heavy Duty Soccer Containment Net

Brand: MegaGreen 5.0 ★★★★★ 2 ratings | Search this page

-8% \$329.00 List Price: \$359.00

Pay \$27.42/month for 12 months, interest-free upon approval for Amazon Visa

- 10FT X 10FT \$219.00
- 20FT X 10FT \$329.00**
- 30FT X 10FT \$439.00

Color: 20FT X 10FT  
 Brand: MegaGreen  
 Sport: Football  
 Product Dimensions: 240"L x 120"W

\$329.00

FREE delivery May 6 - 7. Details

Or fastest delivery April 30 - May 2. Details

Delivering to Tampa 33613 - Update location

In Stock

Quantity: 1

Add to Cart

Buy Now

Ships from: ProSlam  
 Sold by: ProSlam  
 Returns: Eligible for Return, Refund or Replacement within 30 days of receipt  
 Payment: Secure transaction

# **EXHIBIT 25**

AGENDA





**GAS CANS**

**Type I Gas Cans** - Easy to fill, easy to pour gas cans designed for maximum safety.

**Type II Gas Cans** - 2 spouts allow ventilation for smooth pouring. Flexible metal hose.



TYPE I

TYPE II

TYPE I GAS CANS Red, Yellow, Blue or Green

MODEL NO.	STYLE	CAPACITY (GALLONS)	WT. (LBS.)	PRICE EACH		ADD TO CART
				1	3+	
<a href="#">H-4752</a>	Type I	1	4	\$53	\$49	<a href="#">Specify Color</a>
<a href="#">H-1848</a>		2	5	56	53	<a href="#">Specify Color</a>
<a href="#">H-1850</a>		5	6	61	58	<a href="#">Specify Color</a>
<a href="#">H-4873</a>	Funnel for Type I Gas Cans	1	8	7		<input type="text"/> <a href="#">ADD</a>

OSHA and NFPA Code 30 Compliant. UL/C-UL Listed and FM Approved.

TYPE II GAS CANS Red, Yellow, Blue or Green

MODEL NO.	STYLE	CAPACITY (GALLONS)	WT. (LBS.)	PRICE EACH		ADD TO CART
				1	3+	
<a href="#">H-4760</a>	Type II	1	6	\$117	\$109	<a href="#">Specify Color</a>
<a href="#">H-1849</a>		2	7	116	108	<a href="#">Specify Color</a>
<a href="#">H-1851</a>		5	8	121	113	<a href="#">Specify Color</a>

OSHA and NFPA Code 30 Compliant. UL/C-UL Listed and FM Approved.

### Gas Can - Type I, 5 Gallon



Select a color: Red



Select

Enlarge

# **EXHIBIT 26**

AGENDA



Phone: (863) 797-7525 (863) 968-6713  
 ACCESS CONTROL + SECURITY + INTRUSION + CCTV+GATES

[DCINTEGRATIONS.NET](http://DCINTEGRATIONS.NET)



Date:

**GATE MANAGEMENT AGREEMENT**

Proposal No:

**Submitted to:** Concord Station CDD  
**Attention:** Michael Title: LCAM  
**Email:** michael@breezehome.com  
**Phone:** 813-565-4663 Fax:  
**Address:** 1540 International Parkway #2000  
**City / ST:** Lake Mary / FL Zip: 32746

**Job Location:** Concord Station CDD / Access Control / No Bluetooth  
**Attention:** Michael Title: LCAM  
**Email:** michael@breezehome.com  
**Phone:** 813-565-4663 Fax:  
**Address:** 18636 Mentmore Blvd  
**City / ST:** Land O Lakes / FL Zip: 34638

**GATE DATABASE MANAGEMENT AGREEMENT, # OF GATES:** 10

\*Upon written request via email, DC Integrations will make information changes to the telephone entry unit. Only emailed change requests from authorized parties will be accepted. Requests will be processed within 24 hours during the business week. Requests are to be submitted to gates@dcintegrations.net

**BASIC PROGRAMMING INCLUDES :**

- \* Entering & deleting directory codes, phone numbers, names, keypad & card codes
- \* In house back-up of system data in the event of a data loss at the unit due to vandalism or acts of nature

**DOES NOT INCLUDE :**

- \*Service calls regarding phone line connection or other issues with the telephone entry unit
- \*Damaged equipment or replacement hardware
- \* Capacity upgrades
- \* On-site programming:
  1. - Programming of entry devices where no phone line is installed
  2. - Purchase of any devices
  3. - On-site timers
  4. - Mass programming changes (such as assigning time zones, names, or removal of all existing information & re-loading from scratch to a fully populated data base.)

INIT   MONTHLY AMOUNT \$165.00 INVOICED QUARTERLY IN ADVANCE

**CONSIDERATIONS & EXCLUSIONS:** This proposal is valid through: 5/5/2024

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 Company and Subscriber, respectively. The undersigned hereby acknowledges reading, understanding, and accepting all the terms and conditions set forth in this Contract, including those on page 2 of this form and any addendums for multiple buildings or locations which are incorporated herein and by reference made a part hereof for a period of ONE YEAR (1) commencing on the completed installation date signed by Subscriber. Service rates for afterhours service calls on weeknights is \$147.00/hr portal to portal with a \$45.00 trip charge, weekends and holidays are \$196/hr portal to portal with a \$45 trip charge. Additional notes added at the time of acceptance:

DC INTEGRATIONS

SUBSCRIBER

**By (Signature):** \_\_\_\_\_  
**Name (Printed):** \_\_\_\_\_  
**Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**By (Signature):** \_\_\_\_\_  
**Name (Printed):** \_\_\_\_\_  
**Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Activation Date:** \_\_\_\_\_



**TERMS & CONDITIONS:**

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

2. Warranty:

A. Company guarantees all material to be as specified. All work shall be completed in a workmanlike manner according to standard industry practices.

B. Company reserves the right to charge Customer for any damage or loss associated with Subscriber negligence, vandalism, and/or tampering by any party not authorized by Company.

3. Company Services:

A. 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.

B. Equipment Serviceability. When, in Company's judgment equipment cannot be maintained under this Contract, Company will, at its sole option, either withdraw from this Contract, or submit a cost estimate for new equipment. Charges for new equipment will be in addition to maintenance charges. The Subscriber may terminate this Contract if Subscriber does not wish to authorize such work, in which charges for a partial month's service shall be pro-rated on the basis of a thirty day month. Subscriber acknowledges that Company's obligation is solely to perform the services specified herein and Company is in no way obligated to ensure the operation of the system or to maintain or service Subscriber's property or property of others to which the system is connected.

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, internet, and telephone hook-ups as deemed necessary by Company for connection of the equipment.

B. Subscriber must visually inspect system components periodically and, if a problem is discovered, notify Company immediately. When Company 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 Company, in writing, of any change in fire rating bureau or agency. Subscriber must also inform Company, in writing, of any change in the list of people that Company is to call in the event of alarm activation. Company 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. Company's Remedy Upon Default.

i. Terminate Contract. If Subscriber defaults, Company 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 Company 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 Company 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 COMPANY AT AN ADDITIONAL COST TO SUBSCRIBER. All risk of loss or damage to the system shall be borne exclusively by Subscriber.

7. Renewal: Either party may cancel this agreement by written notice within 30 days of the expiration date. If neither party exercises this option, the agreement will automatically renew for the original term, with no further writing.

8. Fee Increases: The rates set forth in this Contract do not include taxes. Taxes will not be applied if a current tax exempt certificate is provided by Subscriber. Company shall have the right, at any time during the term of this Contract, to increase the service charges to reflect any additional taxes, fees or charges relating to the services we provide under this Contract which may be imposed on Company by any utility or government agency and Subscriber agrees to pay the same. After one (1) year, rates are also subject to adjustment to a rate reflecting the annual percentage increase in the official U.S. Government Cost of Living Index to the nearest even dollar amount.

9. 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.

10. COMPANY'S LIMITS OF LIABILITY:

A. Limitation of Damages. IT IS UNDERSTOOD AND AGREED THAT THE COMPANY 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. 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 Company 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 the company by virtue of this Contract. Notwithstanding these provisions, if there should arise any liability on the part of Company, 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 Company to assume greater liability, Subscriber may obtain from Company 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 Company and the additional charges. However, any such additional obligation does not make Company an insurer.

B. Interruption of Service. The Company 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 the Company'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. Company 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 Company 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 Company 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 ten (10) which sets forth Company's maximum liability in the event of any loss or damage to Subscriber or anyone else.

11. Third Party Indemnification: In the event any person, not a party to this Contract, shall make any claim or file any lawsuit against Company for any reason relating to Company'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 Company 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 the Company or any of its subcontractors, subject to the advice of Subscriber's counsel.

12. Assignment: Company 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. Company 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 Company 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 Company.

13. 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.

14. Notices: All notices to be given hereunder shall be in writing and may be served via any method of communication which generates delivery confirmation.

initials

# **EXHIBIT 27**

## **AGENDA**



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

ACCESS CONTROL + SECURITY + INTRUSION + CCTV+GATES

[DCINTEGRATIONS.NET](http://DCINTEGRATIONS.NET)



Date: 6/6/2023

**CCTV MANAGEMENT**

Proposal No: TH23067

**Submitted to:** Concord Station CDD  
**Attention:** Michael Title: LCAM  
**Email:** [michael@breezehome.com](mailto:michael@breezehome.com)  
**Phone:** 813-565-4663 Fax: \_\_\_\_\_  
**Address:** 1540 International Parkway #2000  
**City / ST:** Lake Mary / FL Zip: 32746

**Job Location:** Concord Station CDD / Access Control / No Bluetooth  
**Attention:** Michael Title: LCAM  
**Email:** [michael@breezehome.com](mailto:michael@breezehome.com)  
**Phone:** 813-565-4663 Fax: \_\_\_\_\_  
**Address:** 18636 Mentmore Blvd  
**City / ST:** Land O Lakes / FL Zip: 34638

CCTV SYSTEMS

1

UPON WRITTEN REQUEST VIA EMAIL , DCI WILL REVIEW / BURN VIDEO UP TO 3 TIMES PER MONTH PER SITE ( 1-3 HOUR TIMESTAMP ) . ONLY EMAILED REQUESTS FROM AUTHORIZED PARTIES WILL BE ACCEPTED AND WILL BE PROCESSED WITHIN 48 HOURS DURING THE BUSINESS WEEK . REQUESTS ARE TO BE MADE TO GATES@DCINTEGRATIONS.NET . DCI WILL DO HEALTH CHECKS EVERY 36 HOURS TO INSURE THAT SYSTEM IS WORKING PROPERLY AS WELL AS CONNECTED TO THE INTERNET FOR REMOTE VIEWING .

DOES NOT INCLUDE :

- \* SERVICE CALLS REGARDING INTERNET LINE CONNECTION OR OTHER PROBLEMS WITH THE INTERNET EQUIPMENT
- \* DAMAGED EQUIPMENT OR REPLACEMENT PARTS
- \* ON SITE PROGRAMMING
- 1. - PROGRAMMING OF ENTRY DEVICES WHERE NO INTERNET LINE IS INSTALLED
- 2. - PURCHASE / REPLACEMENT OF ANY DEVICES
- 3. - ON SITE TIMERS

INIT   MONTHLY AMOUNT \$85.00 INVOICED QUARTERLY IN ADVANCE

**CONSIDERATIONS & EXCLUSIONS:** This proposal is valid through: 5/5/2024

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 Company and Subscriber, respectively. The undersigned hereby acknowledges reading, understanding, and accepting all the terms and conditions set forth in this Contract, including those on page 2 of this form and any addendums for multiple buildings or locations which are incorporated herein and by reference made a part hereof for a period of ONE YEAR (1) commencing on the completed installation date signed by Subscriber. Service rates for afterhours service calls on weeknights is \$147.00/hr portal to portal with a \$45.00 trip charge, weekends and holidays are \$196/hr portal to portal with a \$45 trip charge.  
 Additional notes added at the time of acceptance:

DC INTEGRATIONS

SUBSCRIBER

**By (Signature):** \_\_\_\_\_  
**Name (Printed):** \_\_\_\_\_  
**Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**By (Signature):**   
**Name (Printed):**   
**Title:**  **Date:**

**Activation Date:** \_\_\_\_\_

## **TERMS & CONDITIONS:**

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

### **2. Warranty:**

A. Company guarantees all material to be as specified. All work shall be completed in a workmanlike manner according to standard industry practices.

B. Company reserves the right to charge Customer for any damage or loss associated with Subscriber negligence, vandalism, and/or tampering by any party not authorized by Company.

### **3. Company Services:**

A. 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.

B. Equipment Serviceability. When, in Company's judgment equipment cannot be maintained under this Contract, Company will, at its sole option, either withdraw from this Contract, or submit a cost estimate for new equipment. Charges for new equipment will be in addition to maintenance charges. The Subscriber may terminate this Contract if Subscriber does not wish to authorize such work, in which charges for a partial month's service shall be pro-rated on the basis of a thirty day month. Subscriber acknowledges that Company's obligation is solely to perform the services specified herein and Company is in no way obligated to ensure the operation of the system or to maintain or service Subscriber's property or property of others to which the system is connected.

### **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, internet, and telephone hook-ups as deemed necessary by Company for connection of the equipment.

B. Subscriber must visually inspect system components periodically and, if a problem is discovered, notify Company immediately. When Company 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 Company, in writing, of any change in fire rating bureau or agency. Subscriber must also inform Company, in writing, of any change in the list of people that Company is to call in the event of alarm activation. Company 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. Company's Remedy Upon Default.**

i. Terminate Contract. If Subscriber defaults, Company 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 Company 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 Company 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 COMPANY AT AN ADDITIONAL COST TO SUBSCRIBER.** All risk of loss or damage to the system shall be borne exclusively by Subscriber.

7. Renewal: Either party may cancel this agreement by written notice within 30 days of the expiration date. If neither party exercises this option, the agreement will automatically renew for the original term, with no further writing.

8. Fee Increases: The rates set forth in this Contract do not include taxes. Taxes will not be applied if a current tax exempt certificate is provided by Subscriber. Company shall have the right, at any time during the term of this Contract, to increase the service charges to reflect any additional taxes, fees or charges relating to the services we provide under this Contract which may be imposed on Company by any utility or government agency and Subscriber agrees to pay the same. After one (1) year, rates are also subject to adjustment to a rate reflecting the annual percentage increase in the official U.S. Government Cost of Living Index to the nearest even dollar amount.

9. 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.

### **10. COMPANY'S LIMITS OF LIABILITY:**

A. Limitation of Damages. IT IS UNDERSTOOD AND AGREED THAT THE COMPANY 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. 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 Company 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 the company by virtue of this Contract. Notwithstanding these provisions, if there should arise any liability on the part of Company, 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 Company to assume greater liability, Subscriber may obtain from Company 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 Company and the additional charges. However, any such additional obligation does not make Company an insurer.

B. Interruption of Service. The Company 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 the Company'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. Company 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 Company 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 Company 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 ten (10) which sets forth Company's maximum liability in the event of any loss or damage to Subscriber or anyone else.

11. Third Party Indemnification: In the event any person, not a party to this Contract, shall make any claim or file any lawsuit against Company for any reason relating to Company'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 Company 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 the Company or any of its subcontractors, subject to the advice of Subscriber's counsel.

12. Assignment: Company 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. Company 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 Company 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 Company.

13. 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.

14. Notices: All notices to be given hereunder shall be in writing and may be served via any method of communication which generates delivery confirmation.

initials



# **EXHIBIT 28**

## **AGENDA**



# **EXHIBIT 29**

## **AGENDA**

Concord Station Holiday Lighting Pricing Matrix 2024

<b>Base Installation</b>	<b>Current</b>	<b>3 Year Terms</b>	<b>5 Year Terms</b>
<b>Decoration Area and Description</b>			
<b>Entrances</b>	\$13,000	\$13,000	\$13,000
<b>Clock Tower</b>	\$1,500	\$1,500	\$1,500
<b>Clock Tower - Palm Trees</b>	\$1,800	\$1,800	\$1,800
<b>Clubhouse</b>	\$1,500	\$0	\$0
<b>Clubhouse - Option 1</b>		\$13,500	\$13,500
<b>Total</b>	<b>\$17,800</b>		
<b>3 Year Contract (Base Install plus Option cost spread over 3 years)</b>		<b>\$20,800</b>	
<b>5 Year Contract (Base Install plus Option cost spread over 5 years)</b>			<b>\$19,000</b>
<b>Optional Features:</b>			
<b>Option 1: Clubhouse Track Lighting</b>	\$13,500		
<b>Total (Options)</b>	\$13,500		



# **EXHIBIT 30**

## **AGENDA**



## American Illuminations & Decor

Concord Station CDD

✉ croeber@breezehome.com

ESTIMATE	#349
ESTIMATE DATE	Apr 19, 2024
<b>TOTAL</b>	<b>\$17,500.00</b>

### CONTACT US

4737 Mile Stretch Dr, Suite 4103  
Holiday, FL 34690

☎ (813) 716-5999

✉ william@american-powerwashing.com

## ESTIMATE

### Services

#### Concord Station CDD Holiday Decor 2024

##### 13 Entrance Signs-

36" pre lit wreaths w/bows (2 wreaths per side at every entrance, where possible. Some entrances are one sided and will only receive 2 wreaths)

Warm White LED C9 lights on 13 Entrance signs

Green LED Mini Lights at the base of 13 entrance signs on bushes

##### Clubhouse-

1 48" pre lit wreath w/bow over Clubhouse entrance

Warm White C9 LED lights on 3 sides of the clubhouse roofline visible from Mentmore Blvd

##### Tower-

1 60" pre lit wreath w/bow facing Mentmore Blvd

6 palm trees in the median wrapped w/ Warm White LED Mini Lights on trunks, and base layer of palm fronds wrapped with Green LED Mini Lights

Tower wrapped w/ Warm White LED C9 lights

Services subtotal: \$17,500.00

**Total**

**\$17,500.00**

- This is a 3-year Full Service agreement for the holiday season for the years 2024, 2025, & 2026.
- American Illuminations & Decor will install, maintain throughout the season, takedown all lights & decor at the end of the season, and store during the offseason.
- American Illuminations & Decor maintains ownership of all lights, equipment and decor at the end of the agreement.
- Installation to be completed by December 10th (Lighting installs begin by October 1st, Greenery and Decor installs begin November 1st).
- Removal of decor by January 20th (Lighting may come down after the 20th, but Greenery and Decor will be removed by the 20th)
- 75% deposit due upon approval of proposal. Remaining 25% due upon completion of installation (Net 15)

Print & Signature of Acceptance:

X \_\_\_\_\_

Acceptance Date:

X \_\_\_\_\_

# **EXHIBIT 31**

## **AGENDA**



**Concord Station**

**April 24, 2024**

**Caroline Roeber**

**Amenity & Lifestyle Manager**

[CRoeber@breezehome.com](mailto:CRoeber@breezehome.com)

Hello,

If you are receiving this, then you know change is GOOD!

I wanted to inform you about some of this week's activities. Please, share with other board members and staff at your own discretion.

We started with the front door when looking to liven up the Amenity Center Clubhouse. I took the initiative to begin by updating the front flowerpots. I replaced the ground cover that was currently in the pots with inviting and welcoming beautification of pollinators that if watered and fertilized correctly should develop into beautiful shining buds of low maintenance year-round blooms. Exception of some plants going dormant during the winter weeks. As the plants mature, they will fill the top up elegantly. The plants added are yellow and orange lantana as well as yellow and red Gaillardia Arizona Sun Blankets. Please see below.



I am currently reaching out to our landscaping company to mulch the amenity center and removal of dead sawgrass plants near the flagpole. The flag has been replaced with a new American flag however, the Florida state flag was dilapidated. **Is this a flag that we would need to reorder or be without? I will need clarification on this, please.** I have contacted the Boys Scouts Local Group Leader to pick up and honorably dispose of the worn flags.

The Amenity Center has been cleaned up and we are getting many compliments for our tidy efforts as well as how inviting the clean smell is. I have removed the apple & cinnamon flavor scent that was ordered in bulk and replaced it with clean linen gain scent from glade. The old apple & cinnamon ones are in the shed and may be used around the winter season. Cleaning procedures are currently being updated and will be digital for staff to sign off on as they finish the daily cleaning task expected. Including restrooms, hygiene spots, kitchen, lifestyle room, refrigerator, windows, common areas, beverage station, as well as atrium, front desk, sports courts, playground, pool, and gym. All staff have agreed to withhold the standards expected of Concord Station and Breeze CDD. Currently I have purchased gas and have asked our maintenance team to pressure wash the front doors, sidewalk, ceiling, front light fixture, and more as seen necessary. I expect this to be accomplished by the middle of next week. A new window cleaning extension pole has been purchased and I expect to have all windows inside and outside of the Amenity Center freshly cleaned by the end of next week. Then we will replace all door vinyl signage to reflect the updated information. We are working on new key fobs being ordered, the square service for rentals and purchases. The new microwave has been purchased and is on its way.

New staff procedures are currently being redesigned including morning, afternoon, and evening reset of all pool furniture. All umbrellas open to the top-notch height by 10:30 am. (Pending weather forecast) and all chaise will face evenly and be set at the same height evenly in a circle resort pool style setting. Reset all tables to reflect 4 chairs and even.

I am reaching out to the pool company tomorrow to provide cleaning services for trash left behind by them. Please, see below.



I am currently seeking quotes for marquee signage, concrete patch (shower at pool), possible sunshade sail addition to the pool area, Christmas light installation, pool table restoration (wood), signage, solar lights for the sports courts, wind screens for the tennis courts, DJ for Memorial Day pool party (**has this been approved?**), resurfacing the tennis courts, & others as needed.



The splash pad is working and running great. **Do we have a quote approved for the resurfacing and painting of the splash pad?** I would like to get this going as soon as possible since summer is on the rise. The lifts have been reported as of today as inoperable. We need to clean these up or remove and replace the required lift with pool size accommodation. For now, Durango has added Caution tape to them for the moment and we will be looking for other means of safety and visibility with this problem. I will reach out to Michael as to what he thinks our next steps should be.

I do propose we need a new grill for the amenity center. The one we have is completely rusted and I believe it is a health hazard from all the rust and flaking paint that was used to mask the problem once before. I would like to work on quotes for a new community grill if approved.

Security has been alerted to an altercation we had last week in which proper action was quickly taken with two minors we had crossing the parking lot in front of the playground. Terri, Caroline, and Jon along with additional officers addressed the situation and parents were contacted of the two minors in the incident. Cameras were pulled and the situation was reported with the provided incident report. We have added a new sign to the front desk mentioning the following:

Attention: Staff are temporarily away from the front desk. We'll be with you shortly. For any questions or assistance, please contact [Croeber@breezehome.com](mailto:Croeber@breezehome.com). Thank you for your understanding.

Signage is currently being installed on campus for all QR codes around but not limited to all major common grounds as well as 2 at the Amenity center. Appropriate Signage for parking has been ordered and will be promptly added to the community areas upon delivery.

I have successfully completed my Notary education course and sent in the appropriate documentation to obtain my license and stamp. Expecting arrival within the next two weeks.

I have also changed out the beverage station from the Starbucks Special Brew Espresso Machine and custom pods to a Keurig K Cup machine and pods. We still own the Espresso Machine, and I supplied the Keurig and pod holder personally. The price for Espresso Starbucks Pods runs \$54.90 before tax for a case of 50. Breaking down to about \$1.30 a cup including the price of container, lid, heat ribbon, half & half, stir sticks, and sugar. K Cup cost runs \$9.99 per 24 pods with buy one get one free feature at Publix grocery stores this factors out about \$.60 per cup with the same additions as stated in the previous breakdown for espresso additives. Thus said, saving us around significant money. I also used the extra savings to add a hot black tea option as well as a green tea option. I am not expecting the tea option to be a huge hit however, people prefer multi-options.

**Please, recap my memory if I am responsible for having the pool furniture sandblasted and re-banded like we talked about in our meeting? I will need to start quotes for that as well for approval from the board.**

I have also removed the artificial Ficus trees from the front lobby. They are currently stored in the shed. I believed they were outdated and a catch all for dust. Cleaning these trees would be a very tedious task. I have replaced said foliage with a beautiful split palm philodendron that as it matures will fill the entry way with a beautiful live option for foliage. This plant will need to be watered once weekly and that should be the only maintenance as long as located near a low light window.

I am diligently working on getting our square information updated so we can start the refunding process from past rentals. I have met with the Election board and discussed the upcoming voting and election schedule with them. Date for arrival of equipment will be August 17, 2024. We plan to lock all equipment involved in the billiards room for federal security alliance. I should have all communications completed by the end of next week where I can clearly contact and reach out to our community with all of our New Information! Our new large tv for digital signage has arrived and we will be promptly working on removal of the old train portrait and implementing the Awesome New Addition! Plans for this signage includes but not limited to the following slides:

1. Concord Station Logo welcoming photo.
2. Breeze Management / Hours of operations
3. Welcome video of amenity center changes
4. Meet your staff!
5. Fun Fact: History of Concord Station
6. Local activity pictures
7. Upcoming Events
8. Pool Safety
9. Gym Information with Healthy Fun Fact
  
10. What's New:
  - Club's & Interest Groups
  - Little Train Conductors Play Date at the Playground (children's ages 0 – 6)
  - Homeschool Connection Hour at the Clubhouse
  - Community Update Notification
  - Rental Info
  - Fitness Classes and descriptions available
  - Community Calendar Events
  - Have an Idea Corner? Email [Croeber@Breezehome.com](mailto:Croeber@Breezehome.com)
  - Who to Contact information.

**Upcoming Community Activities to be announced:**

**1. Clubs & Interest Groups Application and Interest Information**

Application currently being created and waiting for approval after. Each application will go before the board to approve before implementation in our community broadcast. Required approval to be accepted by the board within 45 days of application submission. The Board reserves the right to accept or deny any applications for Clubs & Interest Groups as deemed appropriate by the board without digression.

## 2. **Live Team Trivia**

(Prizes will need to be purchased and expected to be about \$250 total cost for this event. 50-person minimum occupancy.)

## 3. **Mom's & Muffins**

Date of event | May 11, 2024 | 9:30 am – 10:30 am | Mom's stop by the Clubhouse for complimentary Muffins, Coffee, & Juice to start your day!

## 4. **Mommy & Me Tea Party**

"Alice in Wonderland" themed tea party and games. (Cost expectancy \$500. I would like to charge all who sign up for this event \$5 per person. This cost includes all décor, tea sandwiches, veggies, fruits, tea cookies, assorted teas and condiments, with a complimentary teacup to drink out of and take home! We will also have a make your own cookie box craft to decorate and take home full of macaroons.

Date of event | May 25, 2024 | 10 am – 12 pm | Concord Station Clubhouse | Payment and Registration are required prior to the event at the Clubhouse please, see Concierge services to register. (I currently own all themed décor for this event except plates, forks, napkins, food, and teacups. I plan to purchase random teacups from Salvation Army etc.)

## 5. **Memorial Day Shared Culinary Cookout & Bicycle Trike Parade**

Date of event | May 27, 2024, | 10 am – 2 pm | Residents bring a small dish to share with others as we enjoy a Shared culinary experience complete with DJ Music and pool side activities! Your Lifestyle Team will provide an elevated street corn station for your enjoyment. Sign up at the Concierge desk at the Clubhouse. The parade will start promptly at 9:30 am outside clubhouse parking lot will be roped off for safety.

(Estimated Cost: \$750) **Previous management may or may not have secured a BBQ Food Truck for this event. I am currently looking for an answer to confirm.**

## 6. **Poolside Tay Tay Party**

Date of Event | June 15, 2024, | 11 am – 12 noon | Come and represent your favorite Taylor Swift Era as we enjoy a sing a long Tay Tay Pool Party! Lemonade, music, and 13 of Taylors favorite snack foods will be provided! Register at the Concierge desk at the Clubhouse. (Estimated Cost: \$175)

## 7. **Dad's & Doughnuts Day**

Date of Event | June 15, 2024, | 9:30 am – 10:30 am | Stop by the Clubhouse with Dad for a complimentary coffee, juice, and doughnut of your choice. Let's Celebrate our Dad's. Please, pre-register at the Concierge desk at the Clubhouse. (Estimated Cost \$100)

#### 8. **Summer Series Craft**

Hour (Once weekly ages 5 – 12 yrs. old parental supervised) 40-person limited child registration space. Pre – Register by paying at the Amenity Center Clubhouse. Square Payment. Ticket purchase price per child projected cost \$6.00.

**Many more exciting events are going to happen!**

#### **What's to Come:**

Updated Rental Proposal for approval  
Night Glow Party  
Talent Show  
Live Family Feud (\$)  
Life Team Trivia  
Tailgate Party  
Singles Meet & Greet  
50+ Member Mixer  
Outdoor Pool Movies  
Hibachi Night  
Cooking Series  
Secure Santa Clause for December Santa Photography

#### **Wish List:**

New multi-functionable tables and furniture for the clubhouse lifestyle room. (Currently working on quotes.)  
Refrigerator (tall & slim) for Managers office to cool drinks for purchase from snack nook. Opening the main Lifestyle Room refrigerator up for all rentals and Clubs & Interest Groups.  
Professional Snack nook in Managers office for snack sales (bookshelf). Digital Signage to replicate. Professional ordering menu to offer.  
Utility cart to transfer supplies through the building.  
Large inflatable 150' screen for outdoor pool Movie night. (Compatible to the projector we currently have.)  
Popcorn Machine  
Designated outdoor community garden area and plans for building this.  
October Health and Safety Community Fair  
  
Band Night



**Request:**

Blake A. Mallick | United States Professional Tennis Association Professional | Would like to start offering Tennis court professional classes | I have his membership license and COI. I will add those attachments to this email. | Please review and approve | Having a Sports Court Specialist on campus is a bonus to our community.

I would like to know the details of our insurance being affected or lowered by adding an in-house AED machine centrally located. If this is something that we need to raise monies for then I was considering the October Health and Safety Community Fair to coincide with this for a fundraiser opportunity. My concern with our sports courts, playground, gym, pool, and public common area of the amenity clubhouse is quite overwhelming not to have a AED on site.

First Aid/ CPR/ AED certification for all in house staff. Mandatory request. As related with the AED request above I believe this is a non – negotiable requirement for our Amenity Clubhouse Staff, Board, Breeze CDD, and HOA.

**Questions:**

What would you like to see as a Monthly entertainment budget? Considering I am trying to stagger the age ranges of entertainment per community needs as well as some off cost with charging small fees?

Please, email me with any questions or concerns you may have. I regret to inform you and others I may have left some tasks off this list. If so please, do not hesitate to bring this to my attention. After all, this was week one.

**Concord Station Team - Have a fantastic week!**

Caroline Roeber

CRoeber@breezehome.com

# **EXHIBIT 32**

## **AGENDA**



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



DATA + ACCESS CONTROL + SECURITY + INTRUSION + CCTV +



MONITORING + IT + LOCKS + GATES



LIC. EG13000790

[ECSINTEGRATIONS.COM](http://ECSINTEGRATIONS.COM)

Concord Station CDD / 25 key fobs

Date:		4/29/2024		PROPOSAL		Proposal No:		TH24429	
<b>Submitted to:</b>	Concord Station CDD			<b>Job Location:</b>	Concord Station CDD / 25 key fobs				
<b>Attention:</b>	Caroline Roeber	Title:	Manager	<b>Attention:</b>	Caroline Roeber	Title:	Manager		
<b>Email:</b>	croeber@breezehome.com			<b>Email:</b>	croeber@breezehome.com				
<b>Phone:</b>	813-909-4569	<b>Fax:</b>		<b>Phone:</b>	813-909-4569	<b>Fax:</b>			
<b>Address:</b>	1540 International Parkway #2000			<b>Address:</b>	18636 Mentmore Blvd				
<b>City / ST</b>	Lake Mary / FL	<b>Zip:</b>	32746	<b>City / ST</b>	Land O Lakes / FL	<b>Zip:</b>	34638		

**SCOPE OF WORK:**

25 - KEY FOBS

**INCLUDED MATERIALS:**

25- KEY FOBS @ \$ 7.00 PER = \$ 175.00

**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.**

<b>Terms:</b> 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.	<b>GRAND TOTAL:</b>	<b>\$175.00</b>
--	---------------------	-----------------

**This proposal is valid through 5/29/2024**

**ECSI Sales Rep:** \_\_\_\_\_ **ECSI Officer:** \_\_\_\_\_

(Sales Representative) (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:** \_\_\_\_\_ **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 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 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 33**

## **AGENDA**

# Pilot Rock CBP-247 Jumbo Park Style Heavy Duty Steel Outdoor BBQ Charcoal Grill with Cooking Grate and 2 Piece Post for Camping and Backyards, Black

[Visit the Pilot Rock Store](#)

4.6 *4.6 out of 5 stars* 159 ratings

50+ bought in past month

**\$305.99**

Brand	Pilot Rock
Product Dimensions	16.12"D x 24.25"W x 10"H
Special Feature	Durability
Color	Steel
Fuel Type	Charcoal

## About this item

- **Durable Outdoor Grill:** Coal grill is crafted from heavy-duty steel with reinforcing flanges, handlebars, and grate bars; this charcoal grill ensures durability and longevity for years to come
- **Spacious Cooking Grill:** Backyard BBQ grill comes with a spacious 390-square-inch grilling surface and a 4-level adjustable grate, providing you ample space for your cooking needs
- **Convenient Yard Grill:** Charcoal outdoor grill features a firebox that rotates 360 degrees with an accessible tilt-away grate, allowing precise draft control while simplifying cooking and cleaning
- **Quick and Easy to Set Up:** Barbeque grill includes 2 steel posts which allows you to permanently install the outdoor grill without the need for concrete
- **Sleek Design:** Rotating grill comes in black color which adds a touch of sophistication to your outdoor space while embracing the authentic charcoal grilling experience
- **Add a Protection Plan:**
- [3-Year Protection](#) for **\$39.99**
- [4-Year Protection](#) for **\$52.99**
- [Asurion Complete Protect: One plan covers all eligible past and future purchases \(Renews Monthly Until Cancelled\)](#) for **\$16.99/month**



# **EXHIBIT 34**

AGENDA



April 23, 2024

Mr. Blake A. Mallick  
8139 Bird Whistle Ln  
Land O Lakes, FL 34637-7669  
United States

Dear Blake,

This letter will confirm that, as a certified member of the United States Professional Tennis Association (USPTA), you have liability insurance as outlined below. This USPTA liability policy covers applicants who are being processed, and certified and certain honorary members in the United States, its territories or Canada, and nonmembers who are insured through a certified member's policy.


THE USPTA LIABILITY POLICY INCLUDES \$6 million liability insurance, *while on court*, for bodily injury to others, and for damage to property not in the tennis professional's care, custody or control. It *does not cover* injury to the tennis professional, or damage to his/her property. The accident must have taken place on court, and arisen from the tennis professional's playing, practicing, teaching or officiating in tennis, pickleball, padel, and/or platform tennis.

<b>Policy Number:</b>	SI8ML01641-231
<b>Effective Period:</b>	12/31/2023 - 12/31/2024
<b>For questions or to report an accident, contact:</b>	USPTA World Headquarters 11961 Performance Drive Orlando, FL 32827 Telephone: 407-634-3050 x105

If we may be of further assistance, please do not hesitate to contact us.

Sincerely,

UNITED STATES PROFESSIONAL TENNIS ASSOCIATION, INC.

  
Linda Gordon

This coverage is null and void if the member is not a citizen of or does not legally reside and work in the United States, its territories or Canada.



# United States Professional Tennis Association

Hereby certifies that

## Blake A. Mallick

has successfully completed all requirements, including an extensive examination of teaching, playing and business skills, necessary for the rating of

### Elite Professional



Chief Executive Officer



Membership No. 63115

**Valid through Dec. 31, 2024**

**United States  
Professional Tennis Association**

Hereby awards this certificate to

**Blake A. Mallick**

for

**12 Years of Service  
2024**

  
President USPTA



  
Chief Executive Officer

# **EXHIBIT 35**

## **AGENDA**



**Brian E. Corley**  
**Supervisor of Elections**  
PO Box 300  
Dade City FL 33526-0300

1-800-851-8754  
[www.PascoVotes.gov](http://www.PascoVotes.gov)

April 22, 2024

Ms. Kaylee Roach  
Breeze  
1540 International Pkwy, Suite 2000  
Lake Mary FL 32746

Dear Ms. Roach:

Pursuant to your request, the following voter registration statistics are provided for their respective community development districts as of April 15, 2024.

• Ballantrae Community Development District	1,881
• Concord Station Community Development District	2,991
• Epperson North Community Development District	1,856
• Epperson Ranch II Community Development District	754
• Highland Trails Community Development District	0
• LakeShore Ranch Community Development District	1,380
• Mirada Community Development District	1,787
• Mirada II Community Development District	236
• North AR-1 of Pasco Community Development District	406
• Union Park Community Development District	1,179
• Union Park East Community Development District	1,207
• Zephyr Lakes Community Development District	551

As always, please call me if you have any questions or need additional information.

Sincerely,

Tiffannie A. Alligood  
Chief Administrative Officer

# **EXHIBIT 36**

AGENDA





Volunteers are an important resource for the district, that's why we are committed to taking the appropriate precautions to ensure your safety. Thank you for your time and effort.

# VOLUNTEER SAFETY GUIDELINES

District Name

## General Rules

The primary responsibility of volunteers of the district is to perform their duties in a safe manner in order to prevent injury to themselves and others. Before beginning special work or new assignments, a volunteer should review applicable and appropriate safety rules.

***NO VOLUNTEER IS EVER REQUIRED*** to perform work that he or she believes is unsafe or that he or she thinks is likely to cause injury or a health risk to themselves or others.

## General Safety Rules

### Prohibited Activities

Activities should exclude professional services where certification or licensing is required (i.e. electrical, construction, herbicide application, fitness instruction). Working from heights (i.e. ladders over 6ft, scaffolding), using hazardous powered equipment (i.e chainsaws) and transporting others on the district's behalf should be avoided.

### Conduct

Horseplay and practical jokes are forbidden. Volunteers are required to work in an injury-free manner displaying accepted levels of behavior. Conduct that places the volunteers or others at risk, or that threatens or intimidates others, is forbidden.

### Drugs and Alcohol

Use and/or possession of illegal drugs or alcohol while volunteering or on volunteer time are forbidden. Reporting as a representative of the organization while under the influence of illegal drugs or alcohol is forbidden.

### Housekeeping

Clean up several times throughout the day, disposing of trash and waste in approved containers, wiping up any drips/spills immediately and putting equipment and tools away as you are finished with them.

The following areas must remain clear of obstructions:

- Aisles/exits
- Fire extinguishers and emergency equipment
- All electrical breakers, controls and switches

### Injury Reporting

All work-related injuries must be reported as soon as practicable.

### Dress Code

You should dress appropriately for the conditions and performance of your duties.

## Emergency Guidelines

### General Emergency Guidelines

Volunteers should review the following guidelines to prepare for an emergency.

- Stay calm and think through your actions.
- Know the emergency numbers (fire/police/ambulance/911).
- Internal emergency number **(Insert Number if Applicable)**.
  - Human resources **(Insert Number or extension)**
  - Page **(Insert number and instructions if applicable)**
  - Operator "0"
- Know where exits are located.
- Do not hesitate to call or alert others if you believe that an emergency is occurring.
- First aid supplies are located in **(insert location)** .

### Evacuation

- Volunteers will be notified of a fire alarm either by the fire alarm system or by a paged announcement.
- Upon becoming aware of a fire alarm, volunteers should immediately evacuate the job site without delay to retrieve personal belongings or to wait for co-workers. Also, all doors should be closed as the last person passes through. Use of elevators is prohibited during fire alarm situations.
- Supervisors should be the last to leave the area. Check the job site to be sure that all personnel have evacuated.
- Any volunteer with mobility, visual, hearing or other condition that may hinder them from becoming aware of an emergency or evacuating should request special assistance through human resources.
- Upon exiting the building, all personnel should report for a head count.
- If any volunteer is missing, an immediate report should be made to the incident commander who will in turn report to the first available fire department officer.
- Volunteers should stay together in a group so that periodic updates on the situation can be issued.
- The order to re-occupy a job site or building will be issued by the incident commander.
- In the event of inclement weather, the incident commander will make arrangements for all personnel to move to shelter.

### Fire Safety

- Volunteers should alert other persons in the immediate hazard area.
- Any volunteer can activate a fire alarm or call **(insert name)** to page an emergency announcement.
- Trained volunteers can use a fire extinguisher, following these guidelines:
  - **P**=Pull the safety pin
  - **A**=Aim the nozzle at the base of the fire

## Emergency Guidelines

- S=Squeeze the operating lever
- S=Sweep side to side covering the base of the fire

*\*When using a fire extinguisher, all volunteers in the vicinity must always stay between the fire and an exit, staying low and backing away when the fire is extinguished.*

*\*If the fire is too hot or too smoky, volunteers are encouraged to evacuate immediately, discarding the fire extinguisher.*

- Volunteers should notify the incident commander of the location of the fire. He or she will relay this information to the fire department.

## Violence

- Any volunteer who feels that he or she has been threatened should immediately report the concern to a supervisor or to appropriate local authorities.
- If any person is observed exhibiting threatening behavior or making threatening statements, the individual who discovers the situation should warn others in the area and immediately notify a supervisor or human resources, staying away from the person exhibiting threatening behavior.
- Depending upon the level of concern, volunteers must call the police department (911) immediately.
- It is prohibited to confront any person exhibiting threatening behavior.

If volunteers have reason to believe that events in their personal lives or any other situation could result in an act of violence at work, they should privately discuss the issue with a representative of or human resources and develop a prevention plan together.

**FIRE DEPARTMENT:** \_\_\_\_\_  
**TELEPHONE:** \_\_\_\_\_

**POLICE DEPARTMENT:** \_\_\_\_\_  
**TELEPHONE:** \_\_\_\_\_

**EMERGENCY MEDICAL SERVICES (AMBULANCE):** \_\_\_\_\_  
**TELEPHONE:** \_\_\_\_\_

**HOSPITAL:** \_\_\_\_\_  
**TELEPHONE:** \_\_\_\_\_

**DOCTOR:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

## Harassment Policy

The district does not tolerate harassment of our employees, volunteers, community members or guests. Any form of harassment related to a volunteer's race, color, sex, religion, national origin, age, citizenship status, veteran status or handicap is a violation of this policy and will be treated as a disciplinary matter. For these purposes, the term harassment includes, but is not limited to, slurs, jokes or other verbal, graphic or physical conduct relating to an individual's race, color, sex, religion or national origin; sexual advances; requests for sexual favors and other verbal, graphic or physical conduct of a sexual nature. The intentions to sexually harass another individual expressed through language, expressions and proximity to another is as detrimental as the actual act. Further, as of 1998, the Supreme Court recognizes that Title VII of the Civil Rights Act of 1964 also applies to same-sex harassment.

Violation of this policy by a volunteer shall subject that volunteer to immediate discharge.

Examples of conduct prohibited by this policy include, but are not limited to:

- Physical Actions:
  - Neck or shoulder massaging
  - Hugging, kissing or patting another's body
  - Touching oneself with sexual overtones while in the proximity of another
- Verbal Actions:
  - Whistling or making cat calls at another individual
  - Discussing sexual topics that make others uncomfortable
  - Making comments about another individual's body parts and/or clothing
- Non-Verbal Actions:
  - Making sexual gestures with one's hands, tongue or other body parts
  - Looking an individual up and down
  - Winking, licking lips or blowing kisses at another individual

If you believe that you are being subjected to harassment, you should:

1. If you feel comfortable enough to do so, tell the harasser that his or her actions are not welcome and they must stop.
2. Report the incident immediately to a supervisor.
3. Report any additional incidents that may occur to one of the above resources.

All reported incidents will be investigated. Complaints, and actions taken to resolve complaints, will be handled as confidentially as possible given 's obligation to investigate and act upon reports of such harassment. Retaliation of any kind against a volunteer who reports a suspected incident of sexual harassment is prohibited. Anyone who violates this policy or retaliates against another staff member in any way will be subject to disciplinary action up to and including immediate dismissal.



## General Safety Precautions

### Fire Prevention

1. Smoking is allowed only in designated outdoor areas.
2. No candles or unauthorized open flames are allowed in the work area.
3. No flammable chemicals are allowed inside work area at any time unless they are specifically authorized for use. If there is a work-related need to use a flammable chemical, contact the supervisor for guidance on hazard communication and fire safety.
4. Volunteers may never start or run an engine in an enclosed area.
5. Gasoline, diesel and other fuels must be transported in approved, marked containers.

### Lifting

1. Plan the move before lifting; ensure that you have an unobstructed pathway.
2. Test the weight of the load before lifting by pushing the load along its resting surface.
3. If the load is too heavy or bulky, use lifting and carrying aids such as hand trucks, dollies, pallet jacks and carts, or get assistance from a co-worker.
4. If assistance is required to perform a lift, coordinate and communicate your movements with those of your co-worker.
5. Position your feet 6 to 12 inches apart with one foot slightly in front of the other.
6. Face the load.
7. Bend at the knees, not at the back.
8. Keep your back straight.
9. Get a firm grip on the object using your hands and fingers – use handles when they are present.
10. Hold the object as close to your body as possible.
11. While keeping the weight of the load in your legs, slowly stand.
12. Perform lifting movements smoothly and gradually; do not jerk the load.
13. If you must change direction while lifting or carrying the load, pivot your feet and turn your entire body – do not twist at the waist.
14. Set down objects in the same manner as you picked them up, except in reverse.
15. Do not lift an object from the floor to a level above your waist in one motion. Set the load down on a table or bench and adjust your grip before lifting it higher.
16. Never lift anything if your hands are greasy or wet.
17. Wear protective gloves when lifting objects that have sharp corners or jagged edges.

### Ladders & Stepladders

1. Read and follow the manufacturer's instructions label affixed to the ladder if you are unsure how to use the ladder.
2. Do not use ladders that have loose rungs, cracked or split side rails, missing rubber foot pads or are otherwise visibly damaged.

## General Safety Precautions

3. Keep ladder rungs clean and free of grease and remove buildup of material such as dirt or mud.
4. Do not place ladders in a passageway or doorway without posting warning signs or cones that direct pedestrian traffic away from the ladder. Lock the doorway that you are blocking with the ladder and post signs that will direct traffic away from your work.
5. Do not place a ladder at a blind corner or doorway without diverting foot traffic by blocking or roping off the area.
6. Allow only one person on the ladder at a time.
7. Face the ladder when climbing up or down it.
8. Maintain a three-point contact by keeping both hands and one foot or both feet and one hand on the ladder at all times when climbing up or down.
9. When performing work from a ladder, face the ladder and do not lean backward or sideways from the ladder. Do not jump from ladders or step stools.
10. Do not stand on tables, chairs, boxes or other improvised climbing devices to reach high places. Use the ladder or stepstool.
11. Do not stand on the top two rungs of any ladder.
12. Do not stand on a ladder that wobbles or that leans to the left or right of center.
13. When using a straight or extension ladder, extend the top of the ladder at least 3 feet above the edge of the landing.
14. Secure the ladder in place by having another volunteer hold it if it cannot be tied to the structure.
15. Do not move a rolling ladder while someone is on it.
16. Do not place ladders on barrels, boxes, loose bricks, pails, concrete blocks or other unstable bases.
17. Do not carry items in your hands while climbing up or down a ladder.

## Housekeeping

1. Do not place materials, such as boxes or trash, in walkways or passageways.
2. Mop up water around drinking fountains, drink dispensing machines and ice machines immediately.
3. Do not store or leave items on stairways.
4. Do not block or obstruct stairwells, exits or accesses to safety and emergency equipment such as fire extinguishers or fire alarms.
5. Straighten or remove rugs and mats that do not lie flat on the floor.
6. Remove protruding nails or bend them down into the lumber by using a claw hammer.
7. Return tools to their storage places after use.
8. Use caution signs or cones to barricade slippery areas such as freshly mopped floors.

## General Safety Precautions

### Electrical Safety

1. Electrical cords must be protected with specially designed cord protectors or kept out of areas where they will be damaged.
2. Operators must turn electrical appliances off using the switch, not by pulling out the plug.
3. All appliances should be turned off before leaving for the day.
4. Never run cords under rugs or other floor or ground coverings.
5. Immediately report all electrical problems.
6. The following areas must remain clear and unobstructed at all times:
  - Exit doors
  - Aisles
  - Electrical panels
  - Fire extinguishers
7. When using an extension cord:
  - Look to see that the wattage labeled on the tool, appliance or equipment does not exceed the wattage limit labeled on the cord.
  - Do not run the cord through doorways, holes in ceilings, walls or floors.
  - Never remove, bend or modify any metal prongs on the plug of the cord.
  - Do not use the cord under wet conditions.
  - Do not plug one extension cord into another.
  - Never drive over, drag, step on, walk on or place objects on a cord.
  - Always unplug the cord when you have finished using it.
  - Do not use the cord as a permanent power source.

### Chemical Safety

1. Follow the instructions on the label and in the corresponding Safety Data Sheet (SDS) for each chemical product used in your workplace.
2. Use personal protective clothing or equipment (PPE) such as neoprene gloves and protective eyewear when using chemicals.
3. Do not use protective clothing or equipment that has split seams, pin holes, cuts, tears or other signs of visible damage.
4. Each time you use your gloves, wash your gloves before removing them using cold tap water and normal hand washing motion. Then, always wash your hands after removing the gloves.
5. Do not use chemicals from unlabeled containers or unmarked cylinders.
6. Use a rubber cradle when transporting unpackaged, glass bottles of chemicals.

## General Safety Precautions

7. Do not store chemical containers labeled "oxidizer" with containers labeled "corrosive" or "caustic."

## Machine Safety

1. Do not remove, alter or bypass any safety guards or devices when operating mechanical equipment.
2. Do not wear loose clothing, jewelry or ties around machinery.
3. Read and obey safety warnings posted on or near any machinery.
4. Long hair must be contained under a hat or hair net.

## Hand Tool Safety

1. Do not continue to work if your safety glasses become fogged. Stop work and clean the glasses until the lenses are clear and defogged.
2. Tag worn, damaged or defective tools and do not use them.
3. Do not use a tool if the handle surface has splinters, burrs, cracks or splits.
4. Do not use impact tools such as hammers, chisels, punches or steel stakes that have mushroomed heads.
5. When handing a tool to another person, direct sharp points and cutting edges away from yourself and the other person.
6. Do not carry sharp or pointed hand tools such as screw, scribes, chisels or files in your pocket unless the tool or your pocket is sheathed.
7. Do not perform makeshift repairs to tools.
8. Do not throw tools from one location to another or from one volunteer/employee to another.
9. Transport hand tools only in toolboxes or tool belts – do not carry tools in your hand or clothing, especially when climbing.

## Office Safety

1. Do not work on any computer or office machine if your hands are wet or if you are standing on a damp surface.
2. Do not mount pencil sharpeners so that they protrude beyond the edges of desks or tables.
3. Do not stand on a swivel chair.
4. Do not raise the seats on swivel chairs beyond the point where your feet can touch the floor.
5. Do not compact material in the waste basket with your hands or your feet.
6. Do not use cardboard boxes as waste receptacles.
7. Do not leave file drawers open; always use handles to close them.
8. Do not stack file cabinets on top of one another.
9. Open one file cabinet drawer at a time.
10. Put heavy files in the bottom drawers of file cabinets.

## Volunteer Acknowledgement Form

The district is committed to your safety. You are encouraged to report any unsafe work practices or safety hazards encountered while at the organization. All accidents/incidents (no matter how slight) are to be immediately reported.

A key factor in implementing this policy will be the strict compliance to all applicable federal, state, local and policies and procedures. Failure to comply with these policies may result in dismissal. Respecting this, the district will make reasonable efforts to provide a safe and healthful workplace that is free from any recognized or known potential hazards. Additionally, the district subscribes to these principles:

1. All accidents are preventable through implementation of effective safety and health control policies and programs.
2. Safety and health controls are a major part of our work every day.
3. Accident prevention is good business. It minimizes human suffering, promotes better working conditions for everyone, holds in higher regard with community members and increases productivity. This is why the district intends to comply with all safety and health regulations that apply to the course and scope of operations.
4. Volunteers are responsible for following safe work practices and district rules as well as for preventing accidents and injuries. The district will establish lines of communication to solicit and receive comments, information, suggestions and assistance from volunteers where safety and health are concerned.

Everyone at the district must be involved and committed to safety. This must be a team effort. Together, we can prevent accidents and injuries and keep each other safe and healthy.

By signing this document, I confirm the receipt of 's volunteer safety handbook. I have read and understood all policies, programs and actions as described, and I agree to comply with these set policies.

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Volunteer Signature

---

Date



# **EXHIBIT 37**

## **AGENDA**

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM LK-Larry Krause; MS-Michael Sakellariades; CR-Caroline Roeber; PT-Patricia Thibault; VB-Vivek Babbar; CV Chris Van Helden	Responsibility	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED	Notes
1	04.11.24	ACTION	LK - work with District Counsel to send letter to 3103 Chessington Dr. re: tree removal from CDD Property	LK		x			sent draft to Counsel 4/13/24 at 4:30 p.m.
2	04.11.24	ACTION	MS - Add POOP stations to Playground and Conservation Area	MS		x			
3	04.11.24	ACTION	MS/CR - Communicate with community when amenities are down	CR	x				
4	04.11.24	ACTION	LK - get quotes for Reserve Study?	LK					sent emails requesting proposals on 05.01.2024
5	04.11.24	AGENDA	PT - add Check Register and Headers to Monthly Financials	PT	x				
6	04.11.24	AGENDA	LK - add Volunteer information from Insurance Company to May Agenda	LK		x			
7	04.11.24	ACTION / AGENDA	CR - prepare fees and options for Public Hearing on Amenity Center	CR		x			
8	04.11.24	ACTION	MS - address ants throughout community	MS	x				
9	04.11.24	ACTION / AGENDA	CR - get quotes for Marquee (LED and other); move item up on agenda	CR		x			
10	04.11.24	ACTION	MS - get parking signs	MS		x			
11	04.11.24	ACTION	MS - get quotes for Solar Lighting at Tennis and Basketball Courts	MS		x			
12	04.11.24	ACTION	CR - get quotes for large boulders for Tuckerton	CR		x			
13	04.11.24	AGENDA	LK - Ensure Pasco County Sheriff Report is part of the Agenda	LK	x				
14	04.11.24	ACTION	MS - get QR Code Signs place in community	MS			x		
15	04.11.24	ACTION	Supervisors - Communicate with LK on preferred placement of Marquee	Supervisors		x			
16	04.11.24	ACTION	MS - leave access to bathrooms from pool OPEN per pool schedule	MS	x				
17	04.11.24	ACTION	MS - re-address patch to utility/water issue at Mentmore	MS		x			
18	04.11.24	ACTION	MS - follow up on (2) POOP STATION additons: to playground and Conservation Area	MS		x			
19	04.11.24	ACTION	MS - Proposals to get SPLASH PAD working consistently	MS			x		Proposals not needed. Splash Pad is operable
20	04.11.24	ACTION	MS - get proposals for security system NTE \$9000 relating to Access Control	MS		x			Waiting on Counsel to revise contract
21	04.11.24	ACTION	LK - receive from staff and send UPDATE to Supervisor regarding Access Control system installation	LK		x			
22	04.11.24	ACTION	VB - provide contract for Access Control System	Vivek		x			
23	04.11.24	ACTION	VB - provide contract for Audit Services with Rizzetta	Vivek		x			
24	04.11.24	ACTION	VB - provide contract for Aquatic Services with Solitude	Vivek		x			
25	04.11.24	ACTION	CV - Yellowstone to provide costs updates for Walk-on Item, re: repairing main line and troubleshooting valves	Yellowstone		x			
26	04.11.24	AGENDA	LK - TABLE Holiday Lighting proposals to May Agenda	LK		x			
27	04.11.24	ACTION	MS/CR - purchase per Board Consensus a TV for Big Room (NTE \$350 for TV and wall mount hardware) AND Microwave	CR		x			
28	04.11.24	AGENDA	LK - Bring back for May Agenda Amortization Recalculation Agreement Between U.S. Bank Trust Company & Concord Station CDD	LK		x			
29	04.11.24	AGENDA	PT - Bring back more informaiton re: Amortization Agreement	PT		x			
30	04.11.24	ACTION	CR - become a Notary with District paying, no charge to Residents	CR			x		
31	04.11.24	ACTION	LK/MS/CR - Maintain Action Item List of projects	LK	x				
32	04.11.24	ACTION	Matt (Resident) will also maintain a Project Tracking List		x				
33	04.30.24	ACTION	LK - get proposals for Capital Reserve Study	LK		x			sent request for proposals to 3 vendors on 5/1/24
34	04.30.24	ACTION	LK - Send meeting audio to Supervisor Rivera	LK			x		Sent link to audio via email 5/1/24
35	04.30.24	ACTION	LK - send email re: Playground Warranty to MS/CR	LK			x		sent 4/30/24 via email
36	04.30.24	ACTION	LK - get streetlight plans from District Engineer	LK		x			requested 4/30/24 via email
37	04.30.24	ACTION	LK - provide PT with NEW contract with Solitude (Aquatics)	LK					
38	04.30.24	ACTION	LK - send list of ACTION ITEMS to Supervisors & Staff	LK					



# **EXHIBIT 38**

## **AGENDA**

**Florida Reserve Study and Appraisal, Inc.**  
12407 N. Florida Avenue  
Tampa, FL 33612  
Phone: 813.932.1588  
Fax: 813.388.4189  
[www.reservestudyfl.com](http://www.reservestudyfl.com)

**Funding Reserve Analysis**  
*for*  
**Concord Station CDD**

June 16, 2017





**Funding Reserve Analysis**  
*for*  
**Concord Station CDD**

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**Florida Reserve Study and Appraisal, Inc.**

12407 N. Florida Avenue

Tampa, FL 33612

Phone: 813.932.1588

Fax: 813.388.4189

www.reservestudyfl.com

June 16, 2017

Concord Station CDD  
18636 Mentmore Blvd  
Land O Lakes, Florida 34638

Board of Supervisors,

We are pleased to present to Concord Station CDD the requested Reserve Funding study. We believe that you will find the attached study to be thorough and complete. After you have had an opportunity to review the report you may have questions. Please do not hesitate to write or call, we would be pleased to answer any questions you may have.

**Project Description**

Concord Station Community Development District ("Concord Station CDD" or "District") is an independent taxing District created and existing under Chapter 190 of the Florida Statutes. Concord Station CDD is comprised of single family homes and has 1516 owners. The community started construction in 2004-2005 and the first home construction followed shortly thereafter. Central to the community is an amenity center which also includes a pool area, clubhouse, tennis courts, and other recreation. The clubhouse was built in 2008. The CDD consists of approximately 960 acres and is located in Land O Lakes, Pasco County, Florida.

**Date of Physical Inspection**

The subject property was physically inspected on June 2, 2017 by Paul Gallizzi and Steven Swartz.

**Study Start and Study End**

This Reserve Study encompasses the 2017-2018 fiscal year plus 30 years. The Study Start Date is October 1, 2017 and the study ends on September 30, 2048.

**Governing Documents**

A review was made of aeriels and subdivision plats for the subject property.

**Depth of Study**

Full Service Reserve Study with Field Inspection. A field inspection was made to verify the existing condition of the various reserve study components, their physical condition, and to verify component quantities. In place testing, laboratory testing, and non-destructive testing of the reserve study

components were not performed. Field measurements of component quantities were made to either verify improvement plan take offs or determine directly the quantities of various components. Photographs were taken of the site improvements.

**Summary of Financial Assumptions**

The below table contains a partial summary of information provided by Concord Station CDD for the Concord Station CDD funding study. For the purpose of this report, an annual operating budget was set to \$0, as this report focuses only on reserve items.

<i>Fiscal Calendar Year Begins</i>	<i>October 1</i>
<i>Reserve Study by Fiscal Calendar Year Starting</i>	<i>October 1, 2017</i>
<i>Funding Study Length</i>	<i>30 Years</i>
<i>Number of Assessment Paying Owners</i>	<i>1516</i>
<i>Reserve Balance as of October 1, 2017<sup>1</sup></i>	<i>\$ 581,232</i>
<i>Annual Inflation Rate</i>	<i>2.50%</i>
<i>Tax Rate on Reserve Interest</i>	<i>0.00%</i>
<i>Minimum Reserve Account Balance</i>	<i>\$ 0</i>
<i>Assessment Change Period</i>	<i>1 Year</i>
<i>Annual Operating Budget</i>	<i>\$ 0</i>

<sup>1</sup> See "Financial Condition of District" in this report.

**Recommended Payment Schedule**

The below table contains the recommended schedule of payments for the next six years. The projected life expectancy of the major components and the funding needs of the reserves of the District are based upon the District performing appropriate routine and preventative maintenance for each major component. Failure to perform such maintenance can negatively impact the remaining useful life of the major components and can dramatically increase the funding needs of the reserves of the District.

**Proposed Assessments**

Fiscal Calendar Year	Owner Total Annual Assessment	District Annual Reserve Assessment	Proposed Reserve Balance
2017	\$ 64	\$ 96,400	\$ 656,577
2018	\$ 65	\$ 98,810	\$ 762,407
2019	\$ 67	\$ 101,280	\$ 839,257
2020	\$ 68	\$ 103,812	\$ 833,864
2021	\$ 70	\$ 106,408	\$ 704,320
2022	\$ 72	\$ 109,068	\$ 780,158

*\* Annual Reserve Payments have been manually modified.*

Payments have been modified to smooth payments over time.

Fiscal Year beginning October 1, 2017

### **Reserve Study Assumptions**

- Cost estimates and financial information are accurate and current.
- No unforeseen circumstances will cause a significant reduction of reserves.
- Sufficient comprehensive property insurance exists to protect from insurable risks.
- The District plans to continue to maintain the existing common areas and amenities.
- Reserve payments occur at the end of every calendar month.
- Expenses occur throughout the year, as services are provided.

### **Impact of Component Life**

The projected life expectancy of the major components and the reserve funding needs of the District are closely tied. Performing the appropriate routine maintenance for each major component generally increases the component useful life, effectively moving the component expense into the future which reduces the reserve funding payments of the District. Failure to perform such maintenance can shorten the remaining useful life of the major components, bringing the replacement expense closer to the present which increases the reserve funding payments of the District. Also, some reserves items may have the phrase allowance after it. These reserve items are something that would not be fully replaced at one time, but a small portion may have to be replaced periodically.

### **Inflation Estimate**

Inflation has been estimated at 2.50 percent over the course of the study.

### **Initial Reserves**

As of April 30, 2017, there was \$181,232 set aside for reserves. At the CDD meeting on May 11, 2017, the Board of Supervisors decided to move \$400,000 from the general fund to the reserve fund. The projected reserve balance on October 1, 2017 will be \$581,232. These numbers were obtained from the District on the official April 2017 balance sheet, meeting minutes, and the annual budget. October 1, 2017 starts the next fiscal year. September 30, 2018 marks the end of the fiscal year.

### **Financial Condition of District**

The pooled method with inflation reserve projections estimate \$63.59 per owner per year in 2017-2018 and \$96,400 in total funding.

At the current time, the District is considered to be 137 percent funded. This represents a very well-funded status. The higher the percent funded, the more likely a District is to avoid a special assessment.

The following are general measures to the health of a District based on the percent funding model:

0-30% funded:	poorly funded
30-70% funded:	fairly funded
70-100% funded:	well funded
100+% funded:	very well funded

**Special Assessments**

No reserve items will require special assessments if the funding schedule is followed. However, funding less than the suggested amounts will likely result in special assessments or for the replacement of an item to be delayed.

**Reserve Funding Goal**

The reserve fund is set to be as close to Fully Funded as possible on an annual basis.

**Study Method**

Funding studies may be done in several ways, but we believe that the value of a funding study lies in the details. "Bulk" studies are quick, usually inexpensive, and almost always border on worthless. We believe that meaningful answers to funding studies lie in the details. This approach is pragmatic, and allows human judgment and experience to enter into the equation.

Unless noted otherwise, the present cost of every reserve item in this report has been estimated using the "National Construction Estimator", a nationally recognized standard, and modified by an area cost adjustment factor. Where possible, known costs have been used. In addition, every reserve item has been given an estimated remaining useful life, an estimated useful life when new, and has been cast into the future to determine the inflated cost.

Equal annual payments are calculated for each reserve item based upon a payment starting year and a payment ending year using the end of period payment method. Interest earned on accumulated reserve funds and taxes on the reserve interest are also calculated. Initial reserve funds are consumed as expenses occur until fully depleted, reducing annual reserve payments to a minimum. As you review this report, we are certain that you will appreciate the level of detail provided, allowing you to review each reserve item in detail.



## **Summary of Findings**

We have estimated future projected expenses for Concord Station CDD based upon preservation of existing improvements. The attached funding study is limited in scope to those expense items listed in the attached "Concord Station CDD Reserve Study Expense Items". Expense items which have an expected life of more than 30 Years are not included in this reserve study unless payment for these long lived items overlaps the 30 Years reserve study envelope.

Of primary concern is the preservation of a positive funding balance with funds sufficient to meet projected expenses throughout the study life. Based upon the attached funding study, it is our professional opinion that owner monthly fees as shown in the attached "Concord Station CDD Assessment Summary" will realize this goal. Some reserve items in the "Revenue Summary Table" may not contain payments. In this analysis the initial reserves were used to make annual payments for expense items in their order of occurrence until the initial reserve was consumed. As a result reserve items without payments may be expected, particularly in the first few years of the funding study. Reserve items that have been paid with initial reserve funds are identified with a [FP] in the Expense Items Sheets. An item marked [PR] is partially paid with initial reserve funds. Concord Station CDD represents and warrants that the information provided to us, including but not limited to that information contained in the attached Reserve Study Information Summary, that the maintenance records are complete and accurate, and that we may rely upon such information and documents without further verification or corroboration. Where the age of a particular Reserve Item (as listed in the Reserve Study) is unknown, Concord Station CDD shall provide to us Concord Station CDD's best-estimated age of that item. If Concord Station CDD is unable to provide and estimate of a Reserve Item's age, we shall make our own estimate of age of the Reserve Item. The Reserve Study is created for the District's use, and is a reflection of information provided to us. This information is not for the purpose of performing an audit, historical records, quality or forensic analyses. Any on site inspection is not considered to be a project audit or quality inspection. The actual or projected total presented in the reserve study is based upon information provided and was not audited.

## **Percent Funded**

Many reserve studies use the concept of "Percent Funded" to measure the reserve account balance against a theoretically perfect value. Percent Funded is often used as a measure of the "Financial Health" of a District. The assumption is, the higher the percentage, the greater the "Financial Health". We believe the basic premise of "Fully Funded" is sound, but we also believe that the validity of the Fully Funded value must be used with caution.

To answer the question, some understanding of Percent Funded is required. Fully Funded is the sum of the depreciation of all the components by year. To get the Percent Funded, divide the year end reserve balance by the Fully Funded value and multiply by 100 to get a percentage. The concept of Fully Funded is useful when the reserve study is comprehensive, but misleading when the reserve study is superficial or constrained. As a result, we recommend that the statement "Percent Funded" be used with caution.

### **Keeping Your Reserve Study Current**

We believe that funding studies are an essential part of property management. People and property are constantly changing and evolving. As a result, the useful life of a funding study is at best a few years, and certainly not more than five years. This reserve study should be updated:

- At least once every few years
- At changes in the number of assessment paying owners
- Before starting new improvements
- Before making changes to the property
- After a flood or fire
- After the change of ownership or management
- After Annexation or Incorporation

### **Items Beyond the Scope of this Report**

- Building or land appraisals for any purpose.
- State or local zoning ordinance violations.
- Building code violations.
- Soils conditions, soils contamination or geological stability of site.
- Engineering analysis or structural stability of site.
- Air quality, asbestos, electromagnetic radiation, formaldehyde, lead, mercury, radon, water quality or other environmental hazards.
- Invasions by pests, termites and any or all other destroying organisms, insects, birds, bats or animals to buildings or site. This study is not a pest inspection.
- Adequacy or efficiency of any system or component on site.
- Specifically excluded reserve items.
- Septic systems and septic tanks.
- Buried or concealed portions of swimming pools, pool liners, Jacuzzis and spas or similar items.
- Items concealed by signs, carpets or other things are also excluded from this study.
- Missing or omitted information supplied by the Concord Station CDD for the purposes of reserve study preparation.
- Hidden improvements such as sewer lines, water lines, irrigation lines or other buried or concealed items.

### **Pond Banks Notes**

Drainage ponds require routine and non-routine maintenance. Routine maintenance includes mowing debris removal and catch basin cleaning. Mowing on a regular basis enhances the aesthetics of the area as well as helping to prevent erosion. Proper mowing of the banks helps the ground cover maintain a healthy root system, which minimizes erosion. Trash, debris, and litter removal reduces obstructions to inlets and outlets allow the storm water system to function as designed. Cleaning catch basins is also considered routine maintenance. For the purpose of this reserve study, the cost of

routine maintenance is not a reserve item.

Non-routine maintenance is a reserve item. Non-routine maintenance includes bank erosion and stabilization, sediment removal, and structural repairs and replacement. From time to time, some of these ponds may encounter erosion of their banks and require repairs. All ponds react differently due to original construction, slope of the bank, soil or environmental conditions, and other factors.

In Concord Station CDD, there are retention ponds for stormwater drainage. These ponds are estimated to have 62,153 linear feet of shoreline area. It is not likely that all of the shoreline area will erode and need to be replaced. We have estimated that approximately 5 percent of the shoreline will erode and need refurbishment over a 5-year period. An erosion control reserve for repair of ponds is necessary for the proper upkeep in the District. This number can be adjusted in future reserve planning if necessary.

### Sidewalk Notes

Most of the sidewalk has an indefinite life. However, certain small sections may need maintenance or to be replaced due to problems such as tree roots uprooting the sidewalk. It is our estimate that 5 percent of the cost new of the sidewalk be set aside over a 5-year period to reserve for these repairs. There is approximately 6,900 SF of sidewalk on the District grounds. The estimated replacement cost new is approximately \$34,500, which would result in a sidewalk repair reserve of \$1,700 over a 5- year period.

### Stormwater Drainage Notes

Concord Station has an overall land area of approximately 960 acres comprising 1516 single family home sites. The drainage for the District is comprised of inlets, drainage pipes, and retention ponds.

The ponds have been constructed to engineering standards that include proper slopes and shore line stabilization which includes erosion protection and approved backfill materials such as soils with a high clay content covered within 2 inches of sand. The ponds have an estimated size of 75 acres.

The entire residential area including all roads and open areas have a complete drainage system. Overall, there are 214 curb inlets, 114 end sections, 40 manholes, 63 grate inlets, and 11 control structures. In addition, there is 33,196 feet of reinforced concrete piping ranging in size from an 15 inch diameter to a 54 inch diameter.

### Concord Station Storm Water Pipes

Concrete:

Diameter	Length	Cost/LF	Amount
18"	13419'	60.00	\$805,140

Concord Station CDD Funding Study Summary - Continued

24"	8968'	84.00	\$753,312
30"	3259'	108.00	\$351,972
36"	4447'	132.00	\$587,004
42"	1281'	156.00	\$199,836
48"	1236'	180.00	\$222,480
54"	586'	204.00	\$119,544

Box Culverts with Headwalls--Concrete:

Total Length	Cost/LF	Amount
548'	500.00	\$274,000

Other Drainage:

Curb Inlets	214@3500 =	\$749,000
Grate Inlets	63@3000 =	\$189,000
End Sections	114@1800 =	\$205,200
Control Structures	11@3500 =	\$38,500
Manholes	40@2650 =	\$106,000

Grand Total \$4,079,688

In general, the drainage system including drainage structures and drainage pipes have a long lifespan. These improvements, however, may encounter problems from natural causes such as settlement or tree roots and man made causes such as excavations or poor original design or poor construction. It has therefore been deemed necessary to set up a reserve for repair and replacement of the CDD owned drainage improvements.

For the purpose of this reserve study, it is our opinion that five percent of the original system cost should be set aside for reserves over a five year period, which would result in a reserve over that time of \$102,00. These reserves can also be used for deferred maintenance of the storm drainage system, as some minor problems may occur at various times. The amounts shown in this reserve study should be analyzed and adjusted in future reserve studies based upon actual CDD expenditures for such items.

**Office Furniture Notes**

The Clubhouse has a mix of furniture for the offices and salon. The furniture is in various conditions. The lifespan of the furniture is estimated at 8-20 years, with the average being 14 years. The total estimated replacement cost is \$24,800. We recommend a 2-phased replacement of \$12,400 for each phase.

**Statement of Qualifications**

Paul Gallizzi and Steven Swartz are professionals in the business of preparing reserve studies and insurance appraisals for community associations. We have provided detailed analysis of over 300,000 apartment, villa, townhome, and condominium units. We have prepared insurance appraisals and reserve studies for all types of community associations including high rise condominiums, mid-rise condominiums, garden-style condominiums, townhouse developments, single family homeowners associations, etc. We both hold engineering degrees from fully accredited universities. Paul Gallizzi is a State Certified General Real Estate Appraiser License Number RZ 110 and a State Certified General Contractor License Number CGC 019465. Steven Swartz is a designated Reserve Specialist, RS No.214, from the Community Associations Institute as well as a State Certified General Real Estate Appraiser License Number RZ 3479.

**Conflict of Interest**

As the preparers of this reserve study, we certify that we do not have any vested interests, financial interests, or other interests that would cause a conflict of interest in the preparation of this reserve study.

We would like to thank Concord Station CDD for the opportunity to be of service in the preparation of the attached Funding Study. Again, please feel free to write or call at our letterhead address, if you have any questions.

Prepared by:



Paul Gallizzi



Steven M. Swartz, RS

Enclosures:

7 Pages of Photographs Attached





Clubhouse Front



Clubhouse Rear



Clubhouse Foyer



Clubhouse Office



Clubhouse Salon



Clubhouse Salon



Clubhouse Game Room



Clubhouse Kitchen



Clubhouse TV



Clubhouse Restroom



Clubhouse Roofing



Clubhouse HVAC



Clock Tower



Typical Neighborhood Entry Monument



Sidewalk



Pond Fountain



Well



Well





Typical Pond



Typical Pond



Stormwater Drainage Grate Inlet



Stormwater Drainage Mitered End Section



Stormwater Drainage Curb Inlet



Stormwater Drainage Control Structure



Stormwater Drainage Box Culvert



Pool Area



Pool Fence



Pool Equipment



Pool Furniture



Pool Pavers





Pool Trellis and Canopy



Trellis Outside Pool Area



Basketball Court



Basketball Court Fencing



Tennis Courts



Playground



Playground Fencing



Chain Link Fence from Pool to Basketball



Park Benches



Clubhouse Parking Lot



Clubhouse Parking Lot

**Concord Station CDD Reserve Study Expense Item Summary**

<b>Reserve Items</b>	<b>Current Cost When New</b>	<b>Estimated Remaining Life</b>	<b>Expected Life When New</b>	<b>First Replacement Cost</b>	<b>Repeating Item?</b>
<b>Clubhouse</b>					
Televisions	\$ 1,600	5 Years	8 Years	\$ 1,859	Yes
Fitness Rubber Flooring	\$ 6,318	11 Years	12 Years	\$ 8,526	Yes
Roofing Concrete Tile	\$ 84,456	21 Years	30 Years	\$ 146,300	Yes
Access System for Clubhouse and Pool Area	\$ 10,500	3 Years	12 Years	\$ 11,603	Yes
Interior Paint	\$ 2,934	9 Years	10 Years	\$ 3,766	Yes
Exterior Paint	\$ 3,374	6 Years	8 Years	\$ 4,019	Yes
HVAC 5.0 Tons	\$ 15,000	3 Years	12 Years	\$ 16,576	Yes
HVAC 6.0 Tons Package Units	\$ 10,000	3 Years	12 Years	\$ 11,051	Yes
Pool Tables	\$ 8,000	11 Years	20 Years	\$ 10,796	Yes
Ping Pong Table	\$ 2,000	11 Years	20 Years	\$ 2,699	Yes
Fusball Table	\$ 1,500	11 Years	20 Years	\$ 2,024	Yes
Wood Flooring	\$ 4,368	16 Years	25 Years	\$ 6,678	Yes
Tile Flooring	\$ 35,940	21 Years	30 Years	\$ 62,257	Yes
Life Safety Systems Modernization	\$ 13,000	11 Years	20 Years	\$ 17,543	Yes
Security Camera System 8 Cameras	\$ 12,000	0 Years	10 Years	\$ 12,303	Yes
Clubhouse Furniture Replacement Allowance Phase 1	\$ 12,400	2 Years	14 Years	\$ 13,365	Yes
Clubhouse Furniture Replacement Allowance Phase 2	\$ 12,400	8 Years	14 Years	\$ 15,525	Yes
Office Computers	\$ 4,000	6 Years	8 Years	\$ 4,764	Yes
Restrooms Refurbishment	\$ 50,000	11 Years	20 Years	\$ 67,472	Yes
Kitchen Cabinets	\$ 7,500	16 Years	25 Years	\$ 11,467	Yes
Kitchen Appliances	\$ 2,200	6 Years	15 Years	\$ 2,620	Yes
Interior Water Fountains	\$ 2,400	9 Years	18 Years	\$ 3,081	Yes
Gutters and Downspouts	\$ 2,534	16 Years	25 Years	\$ 3,874	Yes
<b>Grounds</b>					
Entry Monuments Refurbishment	\$ 65,000	13 Years	20 Years	\$ 92,206	Yes
Clock Tower Paint	\$ 1,500	3 Years	6 Years	\$ 1,658	Yes
Clock Tower Refurbishment	\$ 10,000	11 Years	20 Years	\$ 13,494	Yes
Sidewalk Repair Allowance	\$ 1,700	4 Years	5 Years	\$ 1,926	Yes
Pond Fountains	\$ 8,000	4 Years	8 Years	\$ 9,064	Yes
Well Pumps	\$ 10,000	6 Years	8 Years	\$ 11,910	Yes

Concord Station CDD Funding Study Expense Item Summary - Continued

Reserve Items	Current Cost When New	Estimated Remaining Life	Expected Life When New	First Replacement Cost	Repeating Item?
Pond Banks Erosion Control	\$ 93,200	4 Years	5 Years	\$ 105,596	Yes
Stormwater Drainage Repair Allowance	\$ 102,000	4 Years	5 Years	\$ 115,566	Yes
Viny Fencing 6' on Sunlake Blvd	\$ 2,068	23 Years	25 Years	\$ 3,766	Yes
<b>Pool Area</b>					
Pool Fence 6' Aluminum	\$ 15,600	11 Years	20 Years	\$ 21,051	Yes
Exterior Water Fountains	\$ 2,400	6 Years	15 Years	\$ 2,858	Yes
Pool Pumps and Equipment Phase 1	\$ 12,000	2 Years	6 Years	\$ 12,934	Yes
Pool Pumps and Equipment Phase 2	\$ 24,000	5 Years	6 Years	\$ 27,880	Yes
Pool Equipment Vinyl Fencing 6'	\$ 3,180	16 Years	25 Years	\$ 4,862	Yes
Pool Shower	\$ 2,000	6 Years	15 Years	\$ 2,382	Yes
Pool Furniture	\$ 17,800	7 Years	8 Years	\$ 21,736	Yes
Pool Marcite	\$ 69,850	3 Years	12 Years	\$ 77,188	Yes
Pool Pavers	\$ 68,824	16 Years	25 Years	\$ 105,226	Yes
Pool Trellises Replacement	\$ 34,440	11 Years	20 Years	\$ 46,475	Yes
Pool Trellises Paint	\$ 7,500	5 Years	7 Years	\$ 8,712	No
Pool Canopy	\$ 14,637	0 Years	6 Years	\$ 15,007	Yes
Trellises Outside of Pool Replacement	\$ 24,480	11 Years	20 Years	\$ 33,034	Yes
Trellises Outside of Pool Paint	\$ 2,000	5 Years	7 Years	\$ 2,323	No
<b>Recreation</b>					
Basketball Court Color Coat	\$ 3,822	6 Years	8 Years	\$ 4,552	Yes
Basketball Hoops	\$ 2,400	6 Years	15 Years	\$ 2,858	Yes
Basketball Fencing Avg 10' Chain Link	\$ 8,820	4 Years	15 Years	\$ 9,993	Yes
Tennis Court Color Coat	\$ 9,450	6 Years	8 Years	\$ 11,255	Yes
Tennis Fencing 12' Chain Link	\$ 15,750	6 Years	15 Years	\$ 18,759	Yes
Playground Metal and Plastic Play Structure	\$ 50,000	11 Years	20 Years	\$ 67,472	Yes
Playground Fencing 4' Aluminum	\$ 8,250	8 Years	20 Years	\$ 10,329	Yes

Concord Station CDD Funding Study Expense Item Summary - Continued

Reserve Items	Current Cost When New	Estimated Remaining Life	Expected Life When New	First Replacement Cost	Repeating Item?
4' Chain Link Fence from Pool to Basketball	\$ 2,325	4 Years	15 Years	\$ 2,634	Yes
Trash Cans	\$ 2,000	6 Years	15 Years	\$ 2,382	Yes
Park Benches	\$ 1,200	6 Years	15 Years	\$ 1,429	Yes
Picnic Tables	\$ 2,400	6 Years	15 Years	\$ 2,858	Yes
<b>Parking Areas</b>					
Clubhouse Parking Area 1 Inch Asphalt Mill and Overlay	\$ 25,973	11 Years	20 Years	\$ 35,049	Yes
Clubhouse Parking Area Sealcoating	\$ 5,772	2 Years	6 Years	\$ 6,221	Yes
Parking Lighting LED Fixtures	\$ 1,800	24 Years	25 Years	\$ 3,361	Yes

Expected annual inflation: 2.50%

Interest earned on reserve funds: 1.00%

Initial Reserve: \$ 581,232



**Concord Station CDD Reserve Study Expense Item Listing**

Reserve Items	Unit Cost	No Units	Current Cost When New	Estimated Remaining Life	Expected Life When New	Fiscal Calendar Year	Estimated Future Cost
<b>Clubhouse</b>							
Televisions	\$ 1,600 / total	1 total	\$ 1,600	5 Years 8 Years	8 Years	2022 2030 2038 2046	\$ 1,859 \$ 2,270 \$ 2,772 \$ 3,385
Fitness Rubber Flooring	\$ 6.75 / sf	936 sf	\$ 6,318	11 Years 12 Years	12 Years	2028 2040 2052	\$ 8,526 \$ 11,505 \$ 15,525
Roofing Concrete Tile	\$ 12.00 / sf	7038 sf	\$ 84,456	21 Years 30 Years	30 Years	2038 2068	\$ 146,300 \$ 309,475
Access System for Clubhouse and Pool Area	\$ 10,500 / total	1 total	\$ 10,500	3 Years 12 Years	12 Years	2020 2032 2044 2056	\$ 11,603 \$ 15,658 \$ 21,129 \$ 28,512
Interior Paint	\$ 0.95 / sf	3088 sf	\$ 2,934	9 Years 10 Years	10 Years	2026 2036 2046	\$ 3,766 \$ 4,834 \$ 6,206
Exterior Paint	\$ 0.95 / sf	3552 sf	\$ 3,374	6 Years 8 Years	8 Years	2023 2031 2039 2047	\$ 4,019 \$ 4,908 \$ 5,993 \$ 7,319
HVAC 5.0 Tons	\$ 7,500 ea	2	\$ 15,000	3 Years 12 Years	12 Years	2020 2032 2044 2056	\$ 16,576 \$ 22,368 \$ 30,184 \$ 40,732
HVAC 6.0 Tons Package Units	\$ 10,000 ea	1	\$ 10,000	3 Years 12 Years	12 Years	2020 2032 2044 2056	\$ 11,051 \$ 14,912 \$ 20,123 \$ 27,155
Pool Tables	\$ 4,000 ea	2	\$ 8,000	11 Years 20 Years	20 Years	2028 2048	\$ 10,796 \$ 17,790
Ping Pong Table	\$ 2,000 ea	1	\$ 2,000	11 Years 20 Years	20 Years	2028 2048	\$ 2,699 \$ 4,447
Fusball Table	\$ 1,500 ea	1	\$ 1,500	11 Years	20 Years	2028	\$ 2,024

Concord Station CDD Reserve Study Expense Item Listing - Continued

Reserve Items	Unit Cost	No Units	Current Cost When New	Estimated Remaining Life	Expected Life When New	Fiscal Calendar Year	Estimated Future Cost
Fusball Table	\$ 1,500 ea	1	\$ 1,500	20 Years	20 Years	2048	\$ 3,336
Wood Flooring	\$ 8.00 / sf	546 sf	\$ 4,368	16 Years 25 Years	25 Years	2033 2058	\$ 6,678 \$ 12,469
Tile Flooring	\$ 10.00 / sf	3594 sf	\$ 35,940	21 Years 30 Years	30 Years	2038 2068	\$ 62,257 \$ 131,696
Life Safety Systems Modernization	\$ 13,000 ea	1	\$ 13,000	11 Years 20 Years	20 Years	2028 2048	\$ 17,543 \$ 28,908
Security Camera System 8 Cameras	\$ 12,000 ea	1	\$ 12,000	0 Years 10 Years	10 Years	2017 2027 2037 2047	\$ 12,303 \$ 15,794 \$ 20,274 \$ 26,026
Clubhouse Furniture Replacement Allowance Phase 1	\$ 12,400 / total	1 total	\$ 12,400	2 Years 14 Years	14 Years	2019 2033 2047	\$ 13,365 \$ 18,959 \$ 26,894
Clubhouse Furniture Replacement Allowance Phase 2	\$ 12,400 / total	1 total	\$ 12,400	8 Years 14 Years	14 Years	2025 2039 2053	\$ 15,525 \$ 22,023 \$ 31,241
Office Computers	\$ 1,000 ea	4	\$ 4,000	6 Years 8 Years	8 Years	2023 2031 2039 2047	\$ 4,764 \$ 5,818 \$ 7,104 \$ 8,675
Restrooms Refurbishment	\$ 25,000 ea	2	\$ 50,000	11 Years 20 Years	20 Years	2028 2048	\$ 67,472 \$ 111,184
Kitchen Cabinets	\$ 7,500 ea	1	\$ 7,500	16 Years 25 Years	25 Years	2033 2058	\$ 11,467 \$ 21,409
Kitchen Appliances	\$ 2,200 / total	1 total	\$ 2,200	6 Years 15 Years	15 Years	2023 2038 2053	\$ 2,620 \$ 3,811 \$ 5,543
Interior Water Fountains	\$ 2.00 ea	1200	\$ 2,400	9 Years 18 Years	18 Years	2026 2044 2062	\$ 3,081 \$ 4,829 \$ 7,571

Concord Station CDD Reserve Study Expense Item Listing - Continued

Reserve Items	Unit Cost	No Units	Current Cost When New	Estimated Remaining Life	Expected Life When New	Fiscal Calendar Year	Estimated Future Cost
Gutters and Downspouts	\$ 7.00 / lf	362 lf	\$ 2,534	16 Years 25 Years	25 Years	2033 2058	\$ 3,874 \$ 7,233
<b>Grounds</b>							
Entry Monuments Refurbishment	\$ 5,000 / total	13 total	\$ 65,000	13 Years 20 Years	20 Years	2030 2050	\$ 92,206 \$ 151,943
Clock Tower Paint	\$ 1,500 / total	1 total	\$ 1,500	3 Years 6 Years	6 Years	2020 2026 2032 2038 2044 2050	\$ 1,658 \$ 1,926 \$ 2,237 \$ 2,598 \$ 3,018 \$ 3,506
Clock Tower Refurbishment	\$ 10,000 ea	1	\$ 10,000	11 Years 20 Years	20 Years	2028 2048	\$ 13,494 \$ 22,237
Sidewalk Repair Allowance	\$ 1,700 / total	1 total	\$ 1,700	4 Years 5 Years	5 Years	2021 2026 2031 2036 2041 2046	\$ 1,926 \$ 2,182 \$ 2,473 \$ 2,801 \$ 3,174 \$ 3,596
Pond Fountains	\$ 8,000 ea	1	\$ 8,000	4 Years 8 Years	8 Years	2021 2029 2037 2045 2053	\$ 9,064 \$ 11,069 \$ 13,516 \$ 16,505 \$ 20,156
Well Pumps	\$ 5,000 ea	2	\$ 10,000	6 Years 8 Years	8 Years	2023 2031 2039 2047	\$ 11,910 \$ 14,544 \$ 17,761 \$ 21,688
Pond Banks Erosion Control	\$ 93,200 / total	1 total	\$ 93,200	4 Years 5 Years	5 Years	2021 2026 2031 2036	\$ 105,596 \$ 119,640 \$ 135,552 \$ 153,581

Concord Station CDD Reserve Study Expense Item Listing - Continued

Reserve Items	Unit Cost	No Units	Current Cost When New	Estimated Remaining Life	Expected Life When New	Fiscal Calendar Year	Estimated Future Cost
Pond Banks Erosion Control	\$ 93,200 / total	1 total	\$ 93,200	5 Years	5 Years	2041	\$ 174,007
						2046	\$ 197,151
Stormwater Drainage Repair Allowance	\$ 102,000 / total	1 total	\$ 102,000	4 Years	5 Years	2021	\$ 115,566
						2026	\$ 130,937
				5 Years		2031	\$ 148,351
						2036	\$ 168,082
						2041	\$ 190,437
2046	\$ 215,766						
Viny Fencing 6' on Sunlake Blvd	\$ 2,068 / lf	1 lf	\$ 2,068	23 Years	25 Years	2040	\$ 3,766
				25 Years		2065	\$ 7,031
<b>Pool Area</b>							
Pool Fence 6' Aluminum	\$ 40.00 / lf	390 lf	\$ 15,600	11 Years	20 Years	2028	\$ 21,051
				20 Years		2048	\$ 34,690
Exterior Water Fountains	\$ 2.00 ea	1200	\$ 2,400	6 Years	15 Years	2023	\$ 2,858
				15 Years		2038	\$ 4,157
						2053	\$ 6,047
Pool Pumps and Equipment Phase 1	\$ 12,000 / total	1 total	\$ 12,000	2 Years	6 Years	2019	\$ 12,934
				6 Years		2025	\$ 15,024
						2031	\$ 17,453
						2037	\$ 20,274
						2043	\$ 23,552
2049	\$ 27,359						
Pool Pumps and Equipment Phase 2	\$ 12,000 / total	2 total	\$ 24,000	5 Years	6 Years	2022	\$ 27,880
				6 Years		2028	\$ 32,387
						2034	\$ 37,622
						2040	\$ 43,704
						2046	\$ 50,768
Pool Equipment Vinyl Fencing 6'	\$ 30.00 / lf	106 lf	\$ 3,180	16 Years	25 Years	2033	\$ 4,862
				25 Years		2058	\$ 9,077
Pool Shower	\$ 2,000 ea	1	\$ 2,000	6 Years	15 Years	2023	\$ 2,382
				15 Years		2038	\$ 3,465
						2053	\$ 5,039
Pool Furniture	\$ 17,800 / total	1 total	\$ 17,800	7 Years	8 Years	2024	\$ 21,736

Concord Station CDD Reserve Study Expense Item Listing - Continued

Reserve Items	Unit Cost	No Units	Current Cost When New	Estimated Remaining Life	Expected Life When New	Fiscal Calendar Year	Estimated Future Cost
Pool Furniture	\$ 17,800 / total	1 total	\$ 17,800	8 Years	8 Years	2032 2040 2048	\$ 26,543 \$ 32,413 \$ 39,582
Pool Marcite	\$ 10.00 / sf	6985 sf	\$ 69,850	3 Years 12 Years	12 Years	2020 2032 2044 2056	\$ 77,188 \$ 104,161 \$ 140,558 \$ 189,675
Pool Pavers	\$ 7.00 / sf	9832 sf	\$ 68,824	16 Years 25 Years	25 Years	2033 2058	\$ 105,226 \$ 196,460
Pool Trellises Replacement	\$ 40.00 / sf	861 sf	\$ 34,440	11 Years 20 Years	20 Years	2028 2048	\$ 46,475 \$ 76,584
Pool Trellises Paint	\$ 2,500 / total	3 total	\$ 7,500	5 Years	7 Years	2022	\$ 8,712
Pool Canopy	\$ 17.00 / sf	861 sf	\$ 14,637	0 Years 6 Years	6 Years	2017 2023 2029 2035 2041 2047	\$ 15,007 \$ 17,433 \$ 20,251 \$ 23,525 \$ 27,328 \$ 31,745
Trellises Outside of Pool Replacement	\$ 40.00 / sf	612 sf	\$ 24,480	11 Years 20 Years	20 Years	2028 2048	\$ 33,034 \$ 54,436
Trellises Outside of Pool Paint	\$ 1,000 ea	2	\$ 2,000	5 Years	7 Years	2022	\$ 2,323
<b>Recreation</b>							
Basketball Court Color Coat	\$ 0.75 / sf	5096 sf	\$ 3,822	6 Years 8 Years	8 Years	2023 2031 2039 2047	\$ 4,552 \$ 5,559 \$ 6,788 \$ 8,289
Basketball Hoops	\$ 1,200 ea	2	\$ 2,400	6 Years 15 Years	15 Years	2023 2038 2053	\$ 2,858 \$ 4,157 \$ 6,047
Basketball Fencing Avg 10'	\$ 30.00 / sf	294 sf	\$ 8,820	4 Years 15 Years	15 Years	2021 2036	\$ 9,993 \$ 14,534



Concord Station CDD Reserve Study Expense Item Listing - Continued

Reserve Items	Unit Cost	No Units	Current Cost When New	Estimated Remaining Life	Expected Life When New	Fiscal Calendar Year	Estimated Future Cost
Basketball	\$ 30.00 / sf	294 sf	\$ 8,820	15 Years	15 Years	2051	\$ 21,139
Tennis Court Color Coat	\$ 0.75 / sf	12600 sf	\$ 9,450	6 Years 8 Years	8 Years	2023 2031 2039 2047	\$ 11,255 \$ 13,744 \$ 16,784 \$ 20,496
Tennis Fencing 12' Chain Link	\$ 35.00 / sf	450 sf	\$ 15,750	6 Years 15 Years	15 Years	2023 2038 2053	\$ 18,759 \$ 27,283 \$ 39,681
Playground Metal and Plastic Play Structure	\$ 50,000 ea	1	\$ 50,000	11 Years 20 Years	20 Years	2028 2048	\$ 67,472 \$ 111,184
Playground Fencing 4' Aluminum	\$ 30.00 / sf	275 sf	\$ 8,250	8 Years 20 Years	20 Years	2025 2045 2065	\$ 10,329 \$ 17,021 \$ 28,049
4' Chain Link Fence from Pool to Basketball	\$ 15.00 / lf	155 lf	\$ 2,325	4 Years 15 Years	15 Years	2021 2036 2051	\$ 2,634 \$ 3,831 \$ 5,572
Trash Cans	\$ 500 ea	4	\$ 2,000	6 Years 15 Years	15 Years	2023 2038 2053	\$ 2,382 \$ 3,465 \$ 5,039
Park Benches	\$ 600 ea	2	\$ 1,200	6 Years 15 Years	15 Years	2023 2038 2053	\$ 1,429 \$ 2,079 \$ 3,023
Picnic Tables	\$ 1,200 ea	2	\$ 2,400	6 Years 15 Years	15 Years	2023 2038 2053	\$ 2,858 \$ 4,157 \$ 6,047
<b>Parking Areas</b>							
Clubhouse Parking Area 1 Inch Asphalt Mill and Overlay	\$ 0.90 / sf	28859 sf	\$ 25,973	11 Years 20 Years	20 Years	2028 2048	\$ 35,049 \$ 57,756
Clubhouse Parking Area	\$ 0.20 / sf	28859 sf	\$ 5,772	2 Years 6 Years	6 Years	2019 2025	\$ 6,221 \$ 7,226

Concord Station CDD Reserve Study Expense Item Listing - Continued

<b>Reserve Items</b>	<b>Unit Cost</b>	<b>No Units</b>	<b>Current Cost When New</b>	<b>Estimated Remaining Life</b>	<b>Expected Life When New</b>	<b>Fiscal Calendar Year</b>	<b>Estimated Future Cost</b>
Clubhouse Parking Area Sealcoating	\$ 0.20 / sf	28859 sf	\$ 5,772	6 Years	6 Years	2031	\$ 8,395
						2037	\$ 9,752
						2043	\$ 11,328
						2049	\$ 13,159
Parking Lighting LED Fixtures	\$ 300 ea	6	\$ 1,800	24 Years 25 Years	25 Years	2041	\$ 3,361
						2066	\$ 6,274

Expected annual inflation: 2.50% Interest earned on reserve funds: 1.00% Initial Reserve: \$ 581,232

## Present Costs

Category	Item Name	No Units	Unit Cost	Present Cost
Clubhouse	Televisions	1 total	\$ 1,600.00 / total	\$ 1,600.00
	Fitness Rubber Flooring	936 sf	\$ 6.75 / sf	\$ 6,318.00
	Roofing Concrete Tile	7038 sf	\$ 12.00 / sf	\$ 84,456.00
	Access System for Clubhouse and Pool Area	1 total	\$ 10,500.00 / total	\$ 10,500.00
	Interior Paint	3088 sf	\$ 0.95 / sf	\$ 2,933.60
	Exterior Paint	3552 sf	\$ 0.95 / sf	\$ 3,374.40
	HVAC 5.0 Tons	2	\$ 7,500.00 ea	\$ 15,000.00
	HVAC 6.0 Tons Package Units	1	\$ 10,000.00 ea	\$ 10,000.00
	Pool Tables	2	\$ 4,000.00 ea	\$ 8,000.00
	Ping Pong Table	1	\$ 2,000.00 ea	\$ 2,000.00
	Fusball Table	1	\$ 1,500.00 ea	\$ 1,500.00
	Wood Flooring	546 sf	\$ 8.00 / sf	\$ 4,368.00
	Tile Flooring	3594 sf	\$ 10.00 / sf	\$ 35,940.00
	Life Safety Systems Modernization	1	\$ 13,000.00 ea	\$ 13,000.00
	Security Camera System 8 Cameras	1	\$ 12,000.00 ea	\$ 12,000.00
	Clubhouse Furniture Replacement Allowance Phase 1	1 total	\$ 12,400.00 / total	\$ 12,400.00
	Clubhouse Furniture Replacement Allowance Phase 2	1 total	\$ 12,400.00 / total	\$ 12,400.00
	Office Computers	4	\$ 1,000.00 ea	\$ 4,000.00
	Restrooms Refurbishment	2	\$ 25,000.00 ea	\$ 50,000.00
	Kitchen Cabinets	1	\$ 7,500.00 ea	\$ 7,500.00
Kitchen Appliances	1 total	\$ 2,200.00 / total	\$ 2,200.00	
Interior Water Fountains	1200	\$ 2.00 ea	\$ 2,400.00	
Gutters and Downspouts	362 lf	\$ 7.00 / lf	\$ 2,534.00	
Clubhouse Sub Total =				\$ 304,424.00
Grounds	Entry Monuments Refurbishment	13 total	\$ 5,000.00 / total	\$ 65,000.00
	Clock Tower Paint	1 total	\$ 1,500.00 / total	\$ 1,500.00
	Clock Tower Refurbishment	1	\$ 10,000.00 ea	\$ 10,000.00
	Sidewalk Repair Allowance	1 total	\$ 1,700.00 / total	\$ 1,700.00
	Pond Fountains	1	\$ 8,000.00 ea	\$ 8,000.00
	Well Pumps	2	\$ 5,000.00 ea	\$ 10,000.00
	Pond Banks Erosion Control	1 total	\$ 93,200.00 / total	\$ 93,200.00
	Stormwater Drainage Repair Allowance	1 total	\$ 102,000.00 / total	\$ 102,000.00

Prepared by Florida Reserve Study and Appraisal

Present Costs - Continued

Category	Item Name	No Units	Unit Cost	Present Cost
Grounds	Viny Fencing 6' on Sunlake Blvd	1 lf	\$ 2,068.00 / lf	\$ 2,068.00
Grounds Sub Total =				\$ 293,468.00
Pool Area	Pool Fence 6' Aluminum	390 lf	\$ 40.00 / lf	\$ 15,600.00
	Exterior Water Fountains	1200	\$ 2.00 ea	\$ 2,400.00
	Pool Pumps and Equipment Phase 1	1 total	\$ 12,000.00 / total	\$ 12,000.00
	Pool Pumps and Equipment Phase 2	2 total	\$ 12,000.00 / total	\$ 24,000.00
	Pool Equipment Vinyl Fencing 6'	106 lf	\$ 30.00 / lf	\$ 3,180.00
	Pool Shower	1	\$ 2,000.00 ea	\$ 2,000.00
	Pool Furniture	1 total	\$ 17,800.00 / total	\$ 17,800.00
	Pool Marcite	6985 sf	\$ 10.00 / sf	\$ 69,850.00
	Pool Pavers	9832 sf	\$ 7.00 / sf	\$ 68,824.00
	Pool Trellises Replacement	861 sf	\$ 40.00 / sf	\$ 34,440.00
	Pool Trellises Paint	3 total	\$ 2,500.00 / total	\$ 7,500.00
	Pool Canopy	861 sf	\$ 17.00 / sf	\$ 14,637.00
	Trellises Outside of Pool Replacement	612 sf	\$ 40.00 / sf	\$ 24,480.00
Trellises Outside of Pool Paint	2	\$ 1,000.00 ea	\$ 2,000.00	
Pool Area Sub Total =				\$ 298,711.00
Recreation	Basketball Court Color Coat	5096 sf	\$ 0.75 / sf	\$ 3,822.00
	Basketball Hoops	2	\$ 1,200.00 ea	\$ 2,400.00
	Basketball Fencing Avg 10' Chain Link	294 sf	\$ 30.00 / sf	\$ 8,820.00
	Tennis Court Color Coat	12600 sf	\$ 0.75 / sf	\$ 9,450.00
	Tennis Fencing 12' Chain Link	450 sf	\$ 35.00 / sf	\$ 15,750.00
	Playground Metal and Plastic Play Structure	1	\$ 50,000.00 ea	\$ 50,000.00
	Playground Fencing 4' Aluminum	275 sf	\$ 30.00 / sf	\$ 8,250.00
	4' Chain Link Fence from Pool to Basketball	155 lf	\$ 15.00 / lf	\$ 2,325.00
	Trash Cans	4	\$ 500.00 ea	\$ 2,000.00
	Park Benches	2	\$ 600.00 ea	\$ 1,200.00
	Picnic Tables	2	\$ 1,200.00 ea	\$ 2,400.00
Recreation Sub Total =				\$ 106,417.00
Parking Areas	Clubhouse Parking Area 1 Inch Asphalt Mill and Overlay	28859 sf	\$ 0.90 / sf	\$ 25,973.10

Prepared by Florida Reserve Study and Appraisal

Present Costs - Continued

Category	Item Name	No Units	Unit Cost	Present Cost
Parking Areas	Clubhouse Parking Area Sealcoating	28859 sf	\$ 0.20 / sf	\$ 5,771.80
	Parking Lighting LED Fixtures	6	\$ 300.00 ea	\$ 1,800.00
Parking Areas Sub Total =				\$ 33,544.90
Totals =				\$ 1,036,564.90



**Concord Station CDD Funding Study Modified Cash Flow Analysis**

<b>Fiscal Calendar Year</b>	<b>Annual Assessment</b>	<b>Annual Interest</b>	<b>Annual Expenses</b>	<b>Net Reserve Funds</b>	<b>% Funded</b>
2017	\$ 96,400	\$ 6,255	\$ 27,311	\$ 656,577	134.1%
2018	\$ 98,810	\$ 7,020		\$ 762,407	135.2%
2019	\$ 101,280	\$ 8,090	\$ 32,519	\$ 839,257	125.2%
2020	\$ 103,812	\$ 8,870	\$ 118,075	\$ 833,864	111.3%
2021	\$ 106,408	\$ 8,828	\$ 244,779	\$ 704,320	94.5%
2022	\$ 109,068	\$ 7,544	\$ 40,774	\$ 780,158	125.5%
2023	\$ 111,794	\$ 8,315	\$ 90,082	\$ 810,187	114.8%
2024	\$ 114,589	\$ 8,629	\$ 21,736	\$ 911,668	122.3%
2025	\$ 117,454	\$ 9,657	\$ 48,105	\$ 990,673	115.3%
2026	\$ 120,390	\$ 10,460	\$ 261,531	\$ 859,993	90.3%
2027	\$ 123,400	\$ 9,167	\$ 15,794	\$ 976,766	117.5%
2028	\$ 126,485	\$ 10,349	\$ 358,021	\$ 755,579	78.5%
2029	\$ 129,647	\$ 8,152	\$ 31,320	\$ 862,059	114.8%
2030	\$ 132,888	\$ 9,231	\$ 94,475	\$ 909,703	104.4%
2031	\$ 136,211	\$ 9,723	\$ 356,797	\$ 698,840	74.8%
2032	\$ 139,616	\$ 7,630	\$ 185,879	\$ 660,207	90.1%
2033	\$ 143,106	\$ 7,260	\$ 151,066	\$ 659,508	93.5%
2034	\$ 146,684	\$ 7,269	\$ 37,622	\$ 775,839	108.3%
2035	\$ 150,351	\$ 8,449	\$ 23,525	\$ 911,115	107.4%
2036	\$ 154,110	\$ 9,819	\$ 347,664	\$ 727,380	72.6%
2037	\$ 157,963	\$ 8,000	\$ 63,817	\$ 829,526	99.9%
2038	\$ 161,912	\$ 9,039	\$ 266,502	\$ 733,975	77.3%
2039	\$ 165,959	\$ 8,103	\$ 76,453	\$ 831,584	95.7%
2040	\$ 170,108	\$ 9,098	\$ 91,388	\$ 919,402	93.3%
2041	\$ 174,361	\$ 9,995	\$ 398,307	\$ 705,452	64.5%
2042	\$ 178,720	\$ 7,876		\$ 892,048	99.7%
2043	\$ 183,188	\$ 9,762	\$ 34,880	\$ 1,050,119	95.2%
2044	\$ 187,768	\$ 11,364	\$ 219,842	\$ 1,029,408	80.1%
2045	\$ 192,462	\$ 11,179	\$ 33,527	\$ 1,199,523	93.1%
2046	\$ 197,274	\$ 12,902	\$ 476,871	\$ 932,827	62.7%
2047	\$ 202,206	\$ 10,258	\$ 151,132	\$ 994,158	86.7%
<b>Totals :</b>	<b>\$ 4,434,426</b>	<b>\$ 278,293</b>	<b>\$ 4,299,793</b>		

<sup>1</sup> Cash Reserves minus Fully Funded Value

The cash distribution shown in this table applies to repair and replacement cash reserves only.

Basis of Funding Study - Modified Cash Flow

Cash reserves have been set to a minimum of \$ 0

Cash Flow has been modified with the forced Fixed Payments.

Inflation = 2.50 %      Interest = 1.00 %      Study Life = 30 years

Initial Reserve Funds = \$ 581,232.00      Final Reserve Value = \$ 994,158.28

## Concord Station CDD Reserve Assessment Summary

### Projected Assessment by Fiscal Calendar Year

Fiscal Calendar Year	Owner Total Annual Assessment	Annual Reserve Assessment
2017	\$ 63.59	\$ 96,400
2018	\$ 65.18	\$ 98,810
2019	\$ 66.81	\$ 101,280
2020	\$ 68.48	\$ 103,812
2021	\$ 70.19	\$ 106,408
2022	\$ 71.94	\$ 109,068
2023	\$ 73.74	\$ 111,794
2024	\$ 75.59	\$ 114,589
2025	\$ 77.48	\$ 117,454
2026	\$ 79.41	\$ 120,390
2027	\$ 81.40	\$ 123,400
2028	\$ 83.43	\$ 126,485
2029	\$ 85.52	\$ 129,647
2030	\$ 87.66	\$ 132,888
2031	\$ 89.85	\$ 136,211
2032	\$ 92.09	\$ 139,616
2033	\$ 94.40	\$ 143,106
2034	\$ 96.76	\$ 146,684
2035	\$ 99.18	\$ 150,351
2036	\$ 101.66	\$ 154,110
2037	\$ 104.20	\$ 157,963
2038	\$ 106.80	\$ 161,912
2039	\$ 109.47	\$ 165,959
2040	\$ 112.21	\$ 170,108
2041	\$ 115.01	\$ 174,361
2042	\$ 117.89	\$ 178,720
2043	\$ 120.84	\$ 183,188
2044	\$ 123.86	\$ 187,768
2045	\$ 126.95	\$ 192,462
2046	\$ 130.13	\$ 197,274
2047	\$ 133.38	\$ 202,206

Assessment Summary has been modified with forced Fixed Payments.

In the context of the Reserve Payment Summary, the "Annual Reserve Payment" corresponds with the "Annual Revenue" in the Cash Flow report.

Operations Payments Include an annual inflation factor of 2.50%

Number of Years of Constant Payments: 1

***Concord Station CDD Funding Study Assessment Summary by Fiscal Calendar Year - Continued***

*No of Assessed Owners: 1516*

Concord Station CDD Funding Study - Expenses by Item and by Fiscal Calendar Year

Item Description	FY 2017	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035	FY 2036	FY 2037
<b>Reserve Category : Clubhouse</b>																				
Televisions					\$ 1,859								\$ 2,270							
Fitness Rubber Flooring											\$ 8,526									
Roofing Concrete Tile																				
Access System for Clubhouse and Pool Area			\$ 11,603												\$ 15,658					
Interior Paint									\$ 3,766										\$ 4,834	
Exterior Paint						\$ 4,019								\$ 4,908						
HVAC 5.0 Tons			\$ 16,576												\$ 22,368					
HVAC 6.0 Tons Package Units			\$ 11,051												\$ 14,912					
Pool Tables											\$ 10,796									
Ping Pong Table											\$ 2,699									
Fusball Table											\$ 2,024									
Wood Flooring																\$ 6,678				
Tile Flooring																				
Life Safety Systems Modernization											\$ 17,543									
Security Camera System 8 Cameras	\$ 12,303									\$ 15,794										\$ 20,274
Clubhouse Furniture Replacement Allowance Phase 1		\$ 13,365														\$ 18,959				
Clubhouse Furniture Replacement Allowance Phase 2								\$ 15,525												
Office Computers						\$ 4,764								\$ 5,818						
Restrooms Refurbishment											\$ 67,472									
Kitchen Cabinets																\$ 11,467				
Kitchen Appliances						\$ 2,620														
Interior Water Fountains									\$ 3,081											
Gutters and Downspouts																\$ 3,874				
Category Subtotal :	\$ 12,303	\$ 13,365	\$ 39,230		\$ 1,859	\$ 11,403		\$ 15,525	\$ 6,847	\$ 15,794	\$ 109,060		\$ 2,270	\$ 10,726	\$ 52,938	\$ 40,978			\$ 4,834	\$ 20,274
<b>Reserve Category : Grounds</b>																				
Entry Monuments Refurbishment													\$ 92,206							
Clock Tower Paint			\$ 1,658						\$ 1,926						\$ 2,237					
Clock Tower Refurbishment											\$ 13,494									
Sidewalk Repair Allowance				\$ 1,926					\$ 2,182					\$ 2,473					\$ 2,801	

Concord Station CDD Funding Study Expenses by Fiscal Calendar Year - Continued

Item Description	FY 2017	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035	FY 2036	FY 2037
Pond Fountains				\$ 9,064								\$ 11,069								\$ 13,516
Well Pumps						\$ 11,910								\$ 14,544						
Pond Banks Erosion Control				\$ 105,596					\$ 119,640					\$ 135,552						\$ 153,581
Stormwater Drainage Repair Allowance				\$ 115,566					\$ 130,937					\$ 148,351						\$ 168,082
Viny Fencing 6' on Sunlake Blvd																				
Category Subtotal :			\$ 1,658	\$ 232,152		\$ 11,910			\$ 254,685		\$ 13,494	\$ 11,069	\$ 92,206	\$ 300,920	\$ 2,237				\$ 324,464	\$ 13,516

Reserve Category : Pool Area

Pool Fence 6' Aluminum											\$ 21,051									
Exterior Water Fountains						\$ 2,858														
Pool Pumps and Equipment Phase 1		\$ 12,934						\$ 15,024						\$ 17,453						\$ 20,274
Pool Pumps and Equipment Phase 2					\$ 27,880						\$ 32,387						\$ 37,622			
Pool Equipment Vinyl Fencing 6'																\$ 4,862				
Pool Shower						\$ 2,382														
Pool Furniture							\$ 21,736							\$ 26,543						
Pool Marcite			\$ 77,188											\$ 104,161						
Pool Pavers																\$ 105,226				
Pool Trellises Replacement											\$ 46,475									
Pool Trellises Paint					\$ 8,712															
Pool Canopy	\$ 15,007					\$ 17,433						\$ 20,251							\$ 23,525	
Trellises Outside of Pool Replacement											\$ 33,034									
Trellises Outside of Pool Paint					\$ 2,323															
Category Subtotal :	\$ 15,007	\$ 12,934	\$ 77,188		\$ 38,915	\$ 22,673	\$ 21,736	\$ 15,024			\$ 132,947	\$ 20,251		\$ 17,453	\$ 130,704	\$ 110,088	\$ 37,622	\$ 23,525		\$ 20,274

Reserve Category : Recreation

Basketball Court Color Coat						\$ 4,552								\$ 5,559						
Basketball Hoops						\$ 2,858														
Basketball Fencing Avg 10' Chain Link				\$ 9,993																\$ 14,534
Tennis Court Color Coat						\$ 11,255								\$ 13,744						
Tennis Fencing 12' Chain Link						\$ 18,759														
Playground Metal and Plastic Play Structure											\$ 67,472									



Concord Station CDD Funding Study Expenses by Fiscal Calendar Year - Continued

Item Description	FY 2017	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035	FY 2036	FY 2037
Playground Fencing 4' Aluminum								\$ 10,329												
4' Chain Link Fence from Pool to Basketball				\$ 2,634																\$ 3,831
Trash Cans						\$ 2,382														
Park Benches						\$ 1,429														
Picnic Tables						\$ 2,858														
Category Subtotal :				\$ 12,627		\$ 44,093		\$ 10,329			\$ 67,472			\$ 19,303						\$ 18,365
<b>Reserve Category : Parking Areas</b>																				
Clubhouse Parking Area 1 Inch Asphalt Mill and Overlay											\$ 35,049									
Clubhouse Parking Area Sealcoating		\$ 6,221						\$ 7,226						\$ 8,395						\$ 9,752
Parking Lighting LED Fixtures																				
Category Subtotal :		\$ 6,221						\$ 7,226			\$ 35,049			\$ 8,395						\$ 9,752
<b>Expense Totals :</b>	<b>\$ 27,311</b>	<b>\$ 32,519</b>	<b>\$ 118,075</b>	<b>\$ 244,779</b>	<b>\$ 40,774</b>	<b>\$ 90,082</b>	<b>\$ 21,736</b>	<b>\$ 48,105</b>	<b>\$ 261,531</b>	<b>\$ 15,794</b>	<b>\$ 358,021</b>	<b>\$ 31,320</b>	<b>\$ 94,475</b>	<b>\$ 356,797</b>	<b>\$ 185,879</b>	<b>\$ 151,066</b>	<b>\$ 37,622</b>	<b>\$ 23,525</b>	<b>\$ 347,664</b>	<b>\$ 63,817</b>

**Concord Station CDD Funding Study Expenses by Fiscal Calendar Year - Continued**

Item Description	FY 2038	FY 2039	FY 2040	FY 2041	FY 2043	FY 2044	FY 2045	FY 2046	FY 2047
<b>Reserve Category : Clubhouse</b>									
Televisions	\$ 2,772							\$ 3,385	
Fitness Rubber Flooring			\$ 11,505						
Roofing Concrete Tile	\$ 146,300								
Access System for Clubhouse and Pool Area						\$ 21,129			
Interior Paint								\$ 6,206	
Exterior Paint		\$ 5,993							\$ 7,319
HVAC 5.0 Tons						\$ 30,184			
HVAC 6.0 Tons Package Units						\$ 20,123			
Pool Tables									
Ping Pong Table									
Fusball Table									
Wood Flooring									
Tile Flooring	\$ 62,257								
Life Safety Systems Modernization									
Security Camera System 8 Cameras									\$ 26,026
Clubhouse Furniture Replacement Allowance Phase 1									\$ 26,894
Clubhouse Furniture Replacement Allowance Phase 2		\$ 22,023							
Office Computers		\$ 7,104							\$ 8,675
Restrooms Refurbishment									
Kitchen Cabinets									
Kitchen Appliances	\$ 3,811								
Interior Water Fountains						\$ 4,829			
Gutters and Downspouts									
Category Subtotal :	\$ 215,140	\$ 35,120	\$ 11,505			\$ 76,265		\$ 9,591	\$ 68,914
<b>Reserve Category : Grounds</b>									
Entry Monuments Refurbishment									
Clock Tower Paint	\$ 2,598					\$ 3,018			
Clock Tower Refurbishment									
Sidewalk Repair Allowance				\$ 3,174				\$ 3,596	

**Concord Station CDD Funding Study Expenses by Fiscal Calendar Year - Continued**

<i>Item Description</i>	<i>FY 2038</i>	<i>FY 2039</i>	<i>FY 2040</i>	<i>FY 2041</i>	<i>FY 2043</i>	<i>FY 2044</i>	<i>FY 2045</i>	<i>FY 2046</i>	<i>FY 2047</i>
<i>Pond Fountains</i>							\$ 16,505		
<i>Well Pumps</i>		\$ 17,761							\$ 21,688
<i>Pond Banks Erosion Control</i>				\$ 174,007				\$ 197,151	
<i>Stormwater Drainage Repair Allowance</i>				\$ 190,437				\$ 215,766	
<i>Viny Fencing 6' on Sunlake Blvd</i>			\$ 3,766						
Category Subtotal :	\$ 2,598	\$ 17,761	\$ 3,766	\$ 367,618		\$ 3,018	\$ 16,505	\$ 416,513	\$ 21,688
<b>Reserve Category : Pool Area</b>									
<i>Pool Fence 6' Aluminum</i>									
<i>Exterior Water Fountains</i>	\$ 4,157								
<i>Pool Pumps and Equipment Phase 1</i>					\$ 23,552				
<i>Pool Pumps and Equipment Phase 2</i>			\$ 43,704					\$ 50,768	
<i>Pool Equipment Vinyl Fencing 6'</i>									
<i>Pool Shower</i>	\$ 3,465								
<i>Pool Furniture</i>			\$ 32,413						
<i>Pool Marcite</i>						\$ 140,558			
<i>Pool Pavers</i>									
<i>Pool Trellises Replacement</i>									
<i>Pool Trellises Paint</i>									
<i>Pool Canopy</i>				\$ 27,328					\$ 31,745
<i>Trellises Outside of Pool Replacement</i>									
<i>Trellises Outside of Pool Paint</i>									
Category Subtotal :	\$ 7,622		\$ 76,117	\$ 27,328	\$ 23,552	\$ 140,558		\$ 50,768	\$ 31,745
<b>Reserve Category : Recreation</b>									
<i>Basketball Court Color Coat</i>		\$ 6,788							\$ 8,289
<i>Basketball Hoops</i>	\$ 4,157								
<i>Basketball Fencing Avg 10' Chain Link</i>									
<i>Tennis Court Color Coat</i>		\$ 16,784							\$ 20,496
<i>Tennis Fencing 12' Chain Link</i>	\$ 27,283								
<i>Playground Metal and Plastic Play Structure</i>									

**Concord Station CDD Funding Study Expenses by Fiscal Calendar Year - Continued**

<i>Item Description</i>	<i>FY 2038</i>	<i>FY 2039</i>	<i>FY 2040</i>	<i>FY 2041</i>	<i>FY 2043</i>	<i>FY 2044</i>	<i>FY 2045</i>	<i>FY 2046</i>	<i>FY 2047</i>
<i>Playground Fencing 4' Aluminum</i>							\$ 17,021		
<i>4' Chain Link Fence from Pool to Basketball</i>									
<i>Trash Cans</i>	\$ 3,465								
<i>Park Benches</i>	\$ 2,079								
<i>Picnic Tables</i>	\$ 4,157								
<b>Category Subtotal :</b>	<b>\$ 41,141</b>	<b>\$ 23,572</b>					<b>\$ 17,021</b>		<b>\$ 28,785</b>
<b>Reserve Category : Parking Areas</b>									
<i>Clubhouse Parking Area 1 Inch Asphalt Mill and Overlay</i>									
<i>Clubhouse Parking Area Sealcoating</i>					\$ 11,328				
<i>Parking Lighting LED Fixtures</i>				\$ 3,361					
<b>Category Subtotal :</b>				<b>\$ 3,361</b>	<b>\$ 11,328</b>				
<b>Expense Totals :</b>	<b>\$ 266,502</b>	<b>\$ 76,453</b>	<b>\$ 91,388</b>	<b>\$ 398,307</b>	<b>\$ 34,880</b>	<b>\$ 219,842</b>	<b>\$ 33,527</b>	<b>\$ 476,871</b>	<b>\$ 151,132</b>

June 16, 2017

**Expense Summary by Year**

<b>Year</b>	<b>Category</b>	<b>Item Name</b>	<b>Expense</b>	
FY 2017	Clubhouse	Security Camera System 8 Cameras	\$ 12,303	
	Pool Area	Pool Canopy	\$ 15,007	
FY 2017 Annual Expense Total = \$ 27,310				
FY 2019	Clubhouse	Clubhouse Furniture Replacement Allowance Phase 1	\$ 13,365	
	Pool Area	Pool Pumps and Equipment Phase 1	\$ 12,934	
	Parking Areas	Clubhouse Parking Area Sealcoating	\$ 6,221	
FY 2019 Annual Expense Total = \$ 32,520				
FY 2020	Clubhouse	Access System for Clubhouse and Pool Area	\$ 11,603	
		HVAC 5.0 Tons	\$ 16,576	
		HVAC 6.0 Tons Package Units	\$ 11,051	
	Clubhouse Subtotal = \$ 39,230.00			
	Grounds	Clock Tower Paint	\$ 1,658	
Pool Area	Pool Marcite	\$ 77,188		
FY 2020 Annual Expense Total = \$ 118,076				
FY 2021	Grounds	Sidewalk Repair Allowance	\$ 1,926	
		Pond Fountains	\$ 9,064	
		Pond Banks Erosion Control	\$ 105,596	
		Stormwater Drainage Repair Allowance	\$ 115,566	
	Grounds Subtotal = \$ 232,152.00			
	Recreation	Basketball Fencing Avg 10' Chain Link	\$ 9,993	
4' Chain Link Fence from Pool to Basketball		\$ 2,634		
Recreation Subtotal = \$ 12,627.00				
FY 2021 Annual Expense Total = \$ 244,779				
FY 2022	Clubhouse	Televisions	\$ 1,859	
	Pool Area	Pool Pumps and Equipment Phase 2	\$ 27,880	
		Pool Trellises Paint	\$ 8,712	



Year	Category	Item Name	Expense
FY 2022	Pool Area	Trellises Outside of Pool Paint	\$ 2,323
	Pool Area Subtotal = \$ 38,915.00		
FY 2022 Annual Expense Total = \$ 40,774			
FY 2023	Clubhouse	Exterior Paint	\$ 4,019
		Office Computers	\$ 4,764
		Kitchen Appliances	\$ 2,620
	Clubhouse Subtotal = \$ 11,403.00		
	Grounds	Well Pumps	\$ 11,910
	Pool Area	Exterior Water Fountains	\$ 2,858
		Pool Shower	\$ 2,382
		Pool Canopy	\$ 17,433
	Pool Area Subtotal = \$ 22,673.00		
	Recreation	Basketball Court Color Coat	\$ 4,552
		Basketball Hoops	\$ 2,858
		Tennis Court Color Coat	\$ 11,255
		Tennis Fencing 12' Chain Link	\$ 18,759
		Trash Cans	\$ 2,382
Park Benches		\$ 1,429	
Picnic Tables		\$ 2,858	
Recreation Subtotal = \$ 44,093.00			
FY 2023 Annual Expense Total = \$ 90,079			
FY 2024	Pool Area	Pool Furniture	\$ 21,736
Annual Expense Total = \$ 21,736			
FY 2025	Clubhouse	Clubhouse Furniture Replacement Allowance Phase 2	\$ 15,525
	Pool Area	Pool Pumps and Equipment Phase 1	\$ 15,024
	Recreation	Playground Fencing 4' Aluminum	\$ 10,329
	Parking Areas	Clubhouse Parking Area Sealcoating	\$ 7,226
FY 2025 Annual Expense Total = \$ 48,104			
FY 2026	Clubhouse	Interior Paint	\$ 3,766
		Interior Water Fountains	\$ 3,081
	Clubhouse Subtotal = \$ 6,847.00		
	Grounds	Clock Tower Paint	\$ 1,926
		Sidewalk Repair Allowance	\$ 2,182
Pond Banks Erosion Control		\$ 119,640	
	Stormwater Drainage Repair Allowance	\$ 130,937	

Year	Category	Item Name	Expense	
		Grounds Subtotal = \$ 254,685.00		
FY 2026 Annual Expense Total = \$ 261,532				
FY 2027	Clubhouse	Security Camera System 8 Cameras	\$ 15,794	
Annual Expense Total = \$ 15,794				
FY 2028	Clubhouse	Fitness Rubber Flooring	\$ 8,526	
		Pool Tables	\$ 10,796	
		Ping Pong Table	\$ 2,699	
		Fusball Table	\$ 2,024	
		Life Safety Systems Modernization	\$ 17,543	
		Restrooms Refurbishment	\$ 67,472	
	Clubhouse Subtotal = \$ 109,060.00			
	Grounds	Clock Tower Refurbishment	\$ 13,494	
	Pool Area	Pool Fence 6' Aluminum	\$ 21,051	
		Pool Pumps and Equipment Phase 2	\$ 32,387	
		Pool Trellises Replacement	\$ 46,475	
		Trellises Outside of Pool Replacement	\$ 33,034	
	Pool Area Subtotal = \$ 132,947.00			
Recreation	Playground Metal and Plastic Play Structure	\$ 67,472		
Parking Areas	Clubhouse Parking Area 1 Inch Asphalt Mill and Overlay	\$ 35,049		
FY 2028 Annual Expense Total = \$ 358,022				
FY 2029	Grounds	Pond Fountains	\$ 11,069	
	Pool Area	Pool Canopy	\$ 20,251	
FY 2029 Annual Expense Total = \$ 31,320				
FY 2030	Clubhouse	Televisions	\$ 2,270	
	Grounds	Entry Monuments Refurbishment	\$ 92,206	
FY 2030 Annual Expense Total = \$ 94,476				
FY 2031	Clubhouse	Exterior Paint	\$ 4,908	
		Office Computers	\$ 5,818	
	Clubhouse Subtotal = \$ 10,726.00			
	Grounds	Sidewalk Repair Allowance	\$ 2,473	
		Well Pumps	\$ 14,544	
		Pond Banks Erosion Control	\$ 135,552	
		Stormwater Drainage Repair Allowance	\$ 148,351	
Grounds Subtotal = \$ 300,920.00				

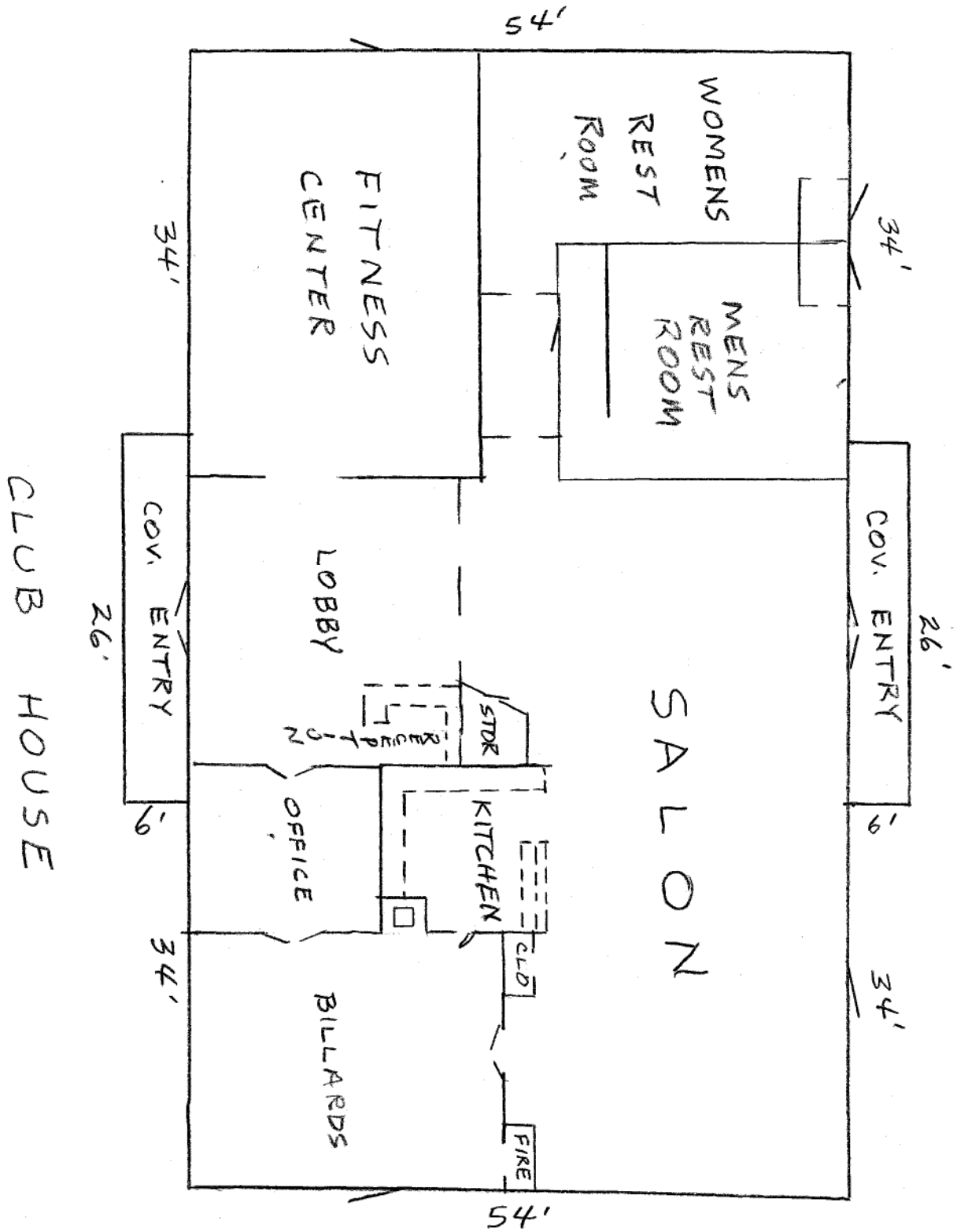
Year	Category	Item Name	Expense	
FY 2031	Pool Area	Pool Pumps and Equipment Phase 1	\$ 17,453	
	Recreation	Basketball Court Color Coat	\$ 5,559	
		Tennis Court Color Coat	\$ 13,744	
	Recreation Subtotal = \$ 19,303.00			
Parking Areas	Clubhouse Parking Area Sealcoating	\$ 8,395		
Annual Expense Total = \$ 356,797				
FY 2032	Clubhouse	Access System for Clubhouse and Pool Area	\$ 15,658	
		HVAC 5.0 Tons	\$ 22,368	
		HVAC 6.0 Tons Package Units	\$ 14,912	
	Clubhouse Subtotal = \$ 52,938.00			
	Grounds	Clock Tower Paint	\$ 2,237	
	Pool Area	Pool Furniture	\$ 26,543	
		Pool Marcite	\$ 104,161	
Pool Area Subtotal = \$ 130,704.00				
FY 2032 Annual Expense Total = \$ 185,879				
FY 2033	Clubhouse	Wood Flooring	\$ 6,678	
		Clubhouse Furniture Replacement Allowance Phase 1	\$ 18,959	
		Kitchen Cabinets	\$ 11,467	
		Gutters and Downspouts	\$ 3,874	
	Clubhouse Subtotal = \$ 40,978.00			
	Pool Area	Pool Equipment Vinyl Fencing 6'	\$ 4,862	
Pool Pavers		\$ 105,226		
Pool Area Subtotal = \$ 110,088.00				
FY 2033 Annual Expense Total = \$ 151,066				
FY 2034	Pool Area	Pool Pumps and Equipment Phase 2	\$ 37,622	
Annual Expense Total = \$ 37,622				
FY 2035	Pool Area	Pool Canopy	\$ 23,525	
Annual Expense Total = \$ 23,525				
FY 2036	Clubhouse	Interior Paint	\$ 4,834	
		Sidewalk Repair Allowance	\$ 2,801	
	Grounds	Pond Banks Erosion Control	\$ 153,581	
		Stormwater Drainage Repair Allowance	\$ 168,082	
	Grounds Subtotal = \$ 324,464.00			
Recreation	Basketball Fencing Avg 10' Chain Link	\$ 14,534		

Year	Category	Item Name	Expense
FY 2036	Recreation	4' Chain Link Fence from Pool to Basketball	\$ 3,831
	Recreation Subtotal = \$ 18,365.00		
FY 2036 Annual Expense Total = \$ 347,663			
FY 2037	Clubhouse	Security Camera System 8 Cameras	\$ 20,274
	Grounds	Pond Fountains	\$ 13,516
	Pool Area	Pool Pumps and Equipment Phase 1	\$ 20,274
	Parking Areas	Clubhouse Parking Area Sealcoating	\$ 9,752
FY 2037 Annual Expense Total = \$ 63,816			
FY 2038	Clubhouse	Televisions	\$ 2,772
		Roofing Concrete Tile	\$ 146,300
		Tile Flooring	\$ 62,257
		Kitchen Appliances	\$ 3,811
	Clubhouse Subtotal = \$ 215,140.00		
	Grounds	Clock Tower Paint	\$ 2,598
	Pool Area	Exterior Water Fountains	\$ 4,157
		Pool Shower	\$ 3,465
	Pool Area Subtotal = \$ 7,622.00		
	Recreation	Basketball Hoops	\$ 4,157
		Tennis Fencing 12' Chain Link	\$ 27,283
		Trash Cans	\$ 3,465
Park Benches		\$ 2,079	
Picnic Tables		\$ 4,157	
Recreation Subtotal = \$ 41,141.00			
FY 2038 Annual Expense Total = \$ 266,501			
FY 2039	Clubhouse	Exterior Paint	\$ 5,993
		Clubhouse Furniture Replacement Allowance Phase 2	\$ 22,023
		Office Computers	\$ 7,104
	Clubhouse Subtotal = \$ 35,120.00		
	Grounds	Well Pumps	\$ 17,761
	Recreation	Basketball Court Color Coat	\$ 6,788
		Tennis Court Color Coat	\$ 16,784
Recreation Subtotal = \$ 23,572.00			
FY 2039 Annual Expense Total = \$ 76,453			
FY 2040	Clubhouse	Fitness Rubber Flooring	\$ 11,505
	Grounds	Viny Fencing 6' on Sunlake Blvd	\$ 3,766

Year	Category	Item Name	Expense	
FY 2040	Pool Area	Pool Pumps and Equipment Phase 2	\$ 43,704	
		Pool Furniture	\$ 32,413	
			Pool Area Subtotal = \$ 76,117.00	
FY 2040 Annual Expense Total = \$ 91,388				
FY 2041	Grounds	Sidewalk Repair Allowance	\$ 3,174	
		Pond Banks Erosion Control	\$ 174,007	
		Stormwater Drainage Repair Allowance	\$ 190,437	
			Grounds Subtotal = \$ 367,618.00	
	Pool Area	Pool Canopy	\$ 27,328	
Parking Areas	Parking Lighting LED Fixtures	\$ 3,361		
FY 2041 Annual Expense Total = \$ 398,307				
FY 2043	Pool Area	Pool Pumps and Equipment Phase 1	\$ 23,552	
	Parking Areas	Clubhouse Parking Area Sealcoating	\$ 11,328	
FY 2043 Annual Expense Total = \$ 34,880				
FY 2044	Clubhouse	Access System for Clubhouse and Pool Area	\$ 21,129	
		HVAC 5.0 Tons	\$ 30,184	
		HVAC 6.0 Tons Package Units	\$ 20,123	
		Interior Water Fountains	\$ 4,829	
			Clubhouse Subtotal = \$ 76,265.00	
	Grounds	Clock Tower Paint	\$ 3,018	
Pool Area	Pool Marcite	\$ 140,558		
FY 2044 Annual Expense Total = \$ 219,841				
FY 2045	Grounds	Pond Fountains	\$ 16,505	
	Recreation	Playground Fencing 4' Aluminum	\$ 17,021	
FY 2045 Annual Expense Total = \$ 33,526				
FY 2046	Clubhouse	Televisions	\$ 3,385	
		Interior Paint	\$ 6,206	
			Clubhouse Subtotal = \$ 9,591.00	
	Grounds	Sidewalk Repair Allowance	\$ 3,596	
		Pond Banks Erosion Control	\$ 197,151	
		Stormwater Drainage Repair Allowance	\$ 215,766	
		Grounds Subtotal = \$ 416,513.00		
Pool Area	Pool Pumps and Equipment Phase 2	\$ 50,768		
Annual Expense Total = \$ 476,872				



Year	Category	Item Name	Expense	
FY 2047	Clubhouse	Exterior Paint	\$ 7,319	
		Security Camera System 8 Cameras	\$ 26,026	
		Clubhouse Furniture Replacement Allowance Phase 1	\$ 26,894	
		Office Computers	\$ 8,675	
	Clubhouse Subtotal = \$ 68,914.00			
	Grounds	Well Pumps	\$ 21,688	
	Pool Area	Pool Canopy	\$ 31,745	
	Recreation	Basketball Court Color Coat	\$ 8,289	
		Tennis Court Color Coat	\$ 20,496	
	Recreation Subtotal = \$ 28,785.00			
FY 2047 Annual Expense Total = \$ 151,132				



# **EXHIBIT 39**

## **AGENDA**



**May 1, 2024**

Concord Station CDD  
c/o Breeze Home

RE: Full Service Reserve Study with Site Inspection  
Concord Station CDD  
18636 Mentmore Blvd  
Land O Lakes, FL 34638

Dear Board of Supervisors:

We are very appreciative for the opportunity to perform a reserve study update with site inspection and recommendations for Concord Station CDD. We are a team of knowledgeable reserve analysts with extensive experience and take pride in performing reserve studies. The reserve study will project costs and funding for a 30 year time frame for all common areas and improvements.

Concord Station CDD is comprised of single family homes and has 1516 owners. The community started construction in 2004-2005 and the first home construction followed shortly thereafter. Central to the community is an amenity center which also includes a pool area, clubhouse, tennis courts, and other recreation. The clubhouse was built in 2008. The CDD consists of approximately 960 acres and is located in Land O Lakes, Pasco County, Florida. The following reserve items will be included in the report:

- **Clubhouse**
- **Pool Area and Equipment**
- **Common Area Sidewalks**
- **Parking Area**
- **Tennis Courts (2)**
- **Basketball Court**
- **Tot Lot**
- **Stormwater Drainage**
- **Walls and Fencing**
- **Well Pump**
- **Retention Ponds**
- **Any Other Items Specified by You**

The physical analysis portion of the reserve study will include a reserve item component list, remaining life, useful life, current cost, future cost of all reserve items as well as any site recommendations. The financial analysis portion of the study will include allowances for your interest income, taxes and projected changes in building costs. The pooled method and component method (if applicable) will be used and presented to derive the funding schedules.



## Scope of Service

Our scope of service for a reserve study update with site inspection that includes all expenses consists of:

- Site inspection of common areas and improvements with both a Certified General Contractor and a CAI-designated Reserve Specialist (Both are degreed engineers).
- Our user-friendly reserve study report that includes narrative, photographs, pooled method cash flow plan, component method plan (if applicable), reserve item component cost, remaining life, and useful life inventory. The report projects costs and funding for 30 years using localized costs.
- Percent Funded Analysis. This compares what you have in reserve funds to what the ideal amount should be, something many reserve studies do not include.
- One site meeting with management or the board on the day of inspection, if requested.
- Electronic copies of the report. Electronic copies can also be requested any time in the future by email. A hard copy is available free of charge upon request.
- Revisions or amendments of reports for up to 90 days from the first submission of the report. We welcome all feedback. (It is not uncommon for there to be one or two refinements of the report to meet your specific requirements).
- Accessibility. Call, write, or email us any time and you will receive prompt follow-up. We aim to exceed expectations and consider customer service our top priority.
- 30 year cash flow plan in the report.
- Review of plats, drawings, and site aerials.





## Qualifications

Paul Gallizzi and Steven Swartz are professionals in the business of preparing reserve studies and insurance appraisals for community associations. We both inspect all properties and have provided detailed analysis of over 300,000 single family, apartment, villa, townhome, and condominium units. Our high repeat customer rate indicates high customer satisfaction. We have prepared reserve studies and insurance appraisals for all types of community associations including high rise condominiums, mid-rise condominiums, garden-style condominiums, office condominiums, medical condominiums, townhouse developments, single family residential homeowners associations, community development districts, and special use facilities.

We both hold engineering degrees from fully accredited universities. Paul is a State Certified General Real Estate Appraiser License Number RZ 110 and a State Certified General Contractor License Number CGC 019465 with over 30 years of experience in each. Steven is one of approximately only 200 people nationwide that have earned the designation of Reserve Specialist (RS) from the Community Associations Institute and is a State Certified General Real Estate Appraiser License Number RZ 3479. He has also been a speaker at CAI functions discussing reserves and budgeting. To learn more, please visit us on the web at [www.reservestudyfl.com](http://www.reservestudyfl.com) and visit our articles section for more than 50 articles about reserves, funding, and budgeting.

A partial list of our clients include:

- Greenacre Properties
- Standard Pacific Homes
- Leland Management
- M/I Homes
- Associa Gulf Coast
- Sentry Management
- Starwood Land Ventures
- Management & Associates
- Resource Property Management
- Condominium Associates
- Insurance Office of America
- Argus Property Management
- Creative Management
- Many Other Individually Managed Associations
- The Mahaffey Apartment Company
- Rizzetta & Company
- First Service Residential
- Brown & Brown Insurance
- Taylor Morrison Homes
- Vanguard Management Group
- Lennar Homes
- McNeil Management Services
- Development Planning and Financing Group
- Qualified Property Management
- Avid Property Management
- Southshore Property Management
- Terra Management Services



## **Experience**

Here is a short list of communities we have conducted reserve studies for, showing experience with various construction types, building systems, and community amenities:

### **Fishhawk CDD I, CDD II, CDD III, & CDD IV, Lithia, Florida**

Fishhawk Ranch is a large planned community consisting of approximately 3000 acres in Lithia, Florida. It is comprised of numerous single family home subdivisions as well as a few townhome subdivisions. There are many community amenities including swimming pools, clubhouses, tennis courts, playgrounds, fitness centers, a banquet center, running trails, parks, and various others. The District also maintains the ponds, stormwater drainage, and the entry areas. There are a total of 6,286 members.

### **Heritage Harbour South CDD, Bradenton, Florida**

Heritage Harbour South CDD is comprised of single family residential and multifamily residences. The community started construction in 2002 and construction finished in 2006. Overall, there are 1,523 units. The CDD maintains the baseball field and recreation area. The District also maintains the streets, ponds, stormwater drainage, and the entry areas. The CDD encompasses a total site size of 980.79 acres in Bradenton, Florida.

### **Venetian CDD, Venice, FL**

Venetian CDD commenced operations in September 2002. The Venetian Golf and River Club has 1,377 lots planned primarily for single family residential development as well as a small amount of multi-family development. The River Club recreation area was built in 2004 and includes a clubhouse, kitchen and banquet facilities, fitness center, pool area, tennis courts, as well as other amenities. The District also maintains the streets, ponds, stormwater drainage, and the entry areas. The CDD encompasses a total site size of 964 acres.

### **Riverwood CDD, Port Charlotte, FL**

Riverwood CDD started development in the mid 1990s and most of the construction was complete over the next decade. The District maintains an amenity campus with a clubhouse/athletic center, pool area, tennis, and shuffleboard courts. The district also owns an off-site Beach Club on Manasota Key in Englewood. The Beach Club was built in 2003 and acquired in 2014. Additionally, the District also maintains the streets, potable water system, reclaimed water system, sewer system (and plant), and stormwater drainage.

### **Two Creeks CDD, Middleburg, FL**

Two Creeks has 624 platted lots planned for single family residential development and encompasses 625 acres. The community was platted in June 2007. Within the district, there is a recreation comprised of a clubhouse, pool area, 2 tennis courts, a basketball court, playgrounds, and a volleyball court. The community also maintains the ponds, stormwater drainage, and the entry areas.



# **EXHIBIT 40**

## **AGENDA**

PREPARED FOR:

**Concord Station Community  
Development District**

## Reserve Study Proposal

PREPARED BY:

**Paul Grifoni, PRA, RS**

Engineer  
Reserve Specialist, RS  
Professional Reserve Analyst, PRA  
Licensed Home Inspector

**Custom Reserves**

5470 E Busch Blvd., Unit 171  
Tampa, FL 33617  
Office: (888) 927-7865  
Fax: (813) 200-8448  
[www.CustomReserves.com](http://www.CustomReserves.com)



# Concord Station Community Development District Reserve Study Proposal

Larry Krause

District Manager

Concord Station Community Development District  
Reference #1446

18636 Mentmore Blvd.  
Land O'Lakes FL 34638

A graphic featuring the text "25+ YEARS OF EXPERIENCE" in a blue, 3D-style font. The "25+" is significantly larger than the words "YEARS OF EXPERIENCE" which are stacked below it. The graphic is set against a light blue diamond-shaped background.

Dear Board of Supervisors:

Thank you for the opportunity to be of service to your community. We take great pride in our work and in helping all our clients navigate through the Reserve Study process.

A Reserve Study is a key financial planning tool that helps Management and the Board in maintaining the common property components and planning for the future.

## Included in Your Reserve Study:

- **Excellent communication** with our team. We listen to our clients' concerns. From the timing of the inspection and report delivery to the financial or physical aspects of the community, we always listen and hear your concerns.
- **Industry-leading experience** in all varieties of community associations, resorts, commercial properties, country clubs and more! With over 30 years of combined experience in the industry, we take the guess work out of budget season.
- **Timely contract completion** is a must. We understand how important your receivables can be for budget and community meetings. We take great care in saying what we mean and meaning what we say when it comes to timely delivery.
- **Accuracy** in results. The results depicted in a reserve study are only as good as the estimates of useful life, replacement cost and age of the individual components. More experience leads to greater accuracy in our product.
- **Relationship-building** is paramount. A reserve study requires updating every 2 to 3 years to keep up to date with changes in construction costs, inflation and interest rate, and new technology. We put our client relationships at the forefront of our core values.



# Concord Station Community Development District Reserve Study Proposal

## Benefits of a Custom Reserves Report

- **Proper and accurate** reserve planning for the future
- **Increased awareness** of upcoming major property repairs and replacements
- **Maximized** property and re-sale values when adequately funded
- **Increased** likelihood of loans being granted by lenders when adequately funded
- **Decreased** stress in knowing that a special assessment is not looming around the corner!



## Florida Clients Served



# Concord Station Community Development District Reserve Study Proposal

## Report Content and Data Visualization

CONDITION MODEL				
Component Type	Component Name	Condition	Urgency	1st Year of Replacement
Exterior Building	Chimney Caps, Partial Replacements	5	✓	2027
Exterior Building	Roofs, Aluminum-Coated Shakes (Incl. Soffit and Fascia)	6	✓	2050
Exterior Building	Walls, Siding, Wood, Paint Finishes, Phased	6	✓	2023
Exterior Building	Walls, Siding, Wood, Partial Replacements	6	✓	2023
Property Site	Asphalt Pavement, Crack Repair and Patch	4	!	
Property Site	Asphalt Pavement, Mill and Overlay, Phased	4	!	
Property Site	Concrete Streets and Common Flatwork, Partial Replacement	5	!	
Property Site	Light Fixtures, Bollards (Incl. Pool Area)	6	✓	
Property Site	Pipes, Subsurface Utilities, Partial Replacement	7	✓	
Clubhouse	Clubhouse, Deck, Composite and Wood, Replacement (Incl. Rail)	10	✓	
Clubhouse	Clubhouse, Exterior Renovation	7	✓	
Clubhouse	Clubhouse, HVAC Equipment, Replacement	7	✓	
Clubhouse	Clubhouse, Interior Renovations	6	✓	
Clubhouse	Clubhouse, Parking Area and Pool, Light Poles and Fixtures	7	✓	
Clubhouse	Clubhouse, Roof, Aluminum (Incl. Gutters and Downspouts)	8	✓	2050
Clubhouse	Clubhouse, Windows and Doors	6	!	2028
Pool	Pool, Bulkhead, Wood, Replacement	3	✗	2024
Pool	Pool, Deck, Pavers, Replacement (Incl. Clubhouse Area)	4	!	2028
Pool				
Pool				
Pool				

Easily view components by Condition and Urgency

PROPERTY COMPONENT MODEL				REMAINING COMPONENTS (O)	
COMPONENT	COMMON COMPONENTS (X)			OWNER	OTHER
	RESERVES	OPERATING	LONG-LIVED		
Asphalt Pavement, Crack Repair and Patch	X				
Asphalt Pavement, Mill and Overlay, Phased	X				
Chimney Caps, Partial Replacements	X				
Clubhouse, Bicycle Rack		X			
Clubhouse, Deck, Composite and Wood, Replacement (Incl. Rail)	X				
Clubhouse, Exterior Renovation	X				
Clubhouse, HVAC Equipment, Replacement	X				
Clubhouse, Interior Renovations	X				
Clubhouse, Parking Area and Pool, Light Poles and Fixtures	X				
Clubhouse, Roof, Aluminum (Incl. Gutters and Downspouts)	X				
Clubhouse, Windows and Doors	X				
Driveways at Cluster Homes				O	
Streets and Common Flatwork, Partial Replacement	X				
Light Fixtures, Serving Cluster Homes				O	
Walkways, Serving Cluster Homes				O	
Less Than \$7,000		X			
...					O
...			X		
... and Associated Components					O
Downspouts, Serving Cluster Homes				O	
System Air Conditioners, Serving Cluster Homes				O	
Irrigation System, Controls		X			
Irrigation System, Pumps		X			
Light Fixtures, Bollards (Incl. Pool Area)	X				
Light Fixtures, Exterior, Serving Cluster Homes		X			
Light Poles and Fixtures at Streets					O
Other Repairs Normally Funded Through the Operating Budget		X			
Pipes, Subsurface Utilities, Partial Replacement	X				
Ponds, Serving Golf Course					O
Pool, Bulkhead, Wood, Replacement	X				
Pool, Deck, Pavers, Replacement (Incl. Clubhouse Area)	X				
Pool, Fence, Metal, Replacement	X				
Pool, Finishes, Plaster and Tile (Incl. Coping)	X				
Pool, Structure and Deck, Total Replacement	X				
Pool, Trash Receptacles		X			

Easily view components by Funding Source and Responsibility

# Concord Station Community Development District Reserve Study Proposal

## Objectives

Conduct an on-site inspection of the common property, document condition and forecast a customized funding plan required to replace or repair these elements as they wear out over the course of their useful lives.

## Scope of Services

1. An on-site meeting with Management and/or the Board.
2. Physical Analysis that includes an on-site inspection of the common property documented by photographs.
3. 30-year replacement/repair schedule that includes custom useful lives.
4. Financial Analysis with a 30-year Cash Flow and/or Component method of funding.
5. Electronic copy in PDF format of the Reserve Study that includes a detailed narrative including tables, graphs and charts depicting the findings.
6. Expenditures and Funding Plan in Excel upon request.
7. One hard copy of the Full Reserve Study upon request.
8. Free unlimited phone and online support.
9. One revision of the study up to the end of the current fiscal year.

## Affiliations

Our services are provided by an Engineer with reserve study credentials from the Association of Professional Reserve Analysts (APRA) and Community Associations Institute (CAI). Additional qualifications include a Licensed Home Inspector with the Florida Association of Building Inspectors, construction management experience including estimating and scheduling.

Custom Reserves experience includes inspection and condition analysis of hundreds of communities. A partial list of relevant experience is included on the last page.





# Concord Station Community Development District

## Reserve Study Proposal

Please allow approximately four weeks from inspection for report delivery. When the Reserve Study is complete, your community will have access to live support and edit capability until the budget is approved. These revisions include adjustments to variables such as costs, times of replacement, inflation, and interest rates.

Cost estimates are based on localized information gathered from resources that include, but are not limited to, local vendors and industry databases, combined with experience in home building, site development and actual data gathered from conducting thousands of reserve studies, collectively. Useful lives are generated from several factors such as environment, construction materials and historical information.

### Client Responsibilities

This project requires involvement by your accounting personnel. To help achieve a smooth and successful implementation, it will be your responsibility to perform the following:

1. Include a copy of the financial statements i.e. (balance sheet, income statement and/or copy of the annual budget along with other financial reports.)
2. Supply the governing documents if applicable.
3. Provide access to all common areas.
4. Disclose known historical information.

### Report Use

You may show our report in its entirety to those third parties who need to review the information contained herein. The Client and other third parties viewing this report should not reference Custom Reserves or our report, in whole or in part, in any document prepared and/or distributed to third parties without our written consent. This report contains intellectual property by Custom Reserves, LLC specified to this engagement.

Client agrees to indemnify and hold harmless Custom Reserves against any and all losses, claims, actions, damages, expenses or liabilities, including attorney's fees, to which Custom Reserves may become subject in connection with this engagement, because of any false, misleading or incomplete information supplied by client or third parties under client's control or direction.

The inspection and analysis of the subject property is limited to visual observations and is noninvasive. Custom Reserves does not investigate, nor assume any responsibility for any existence or impact of any hazardous materials, structural, latent or hidden defects which may or may not be present on or within the property. Our opinions of estimated costs and remaining useful lives are not a guarantee or a warranty of the common components.

### Client Name

Custom Reserves maintains the confidentiality of all conversations, documents provided and the contents of the report, subject to legal or administrative process or proceedings. These conditions can only be modified by written documents executed by both parties.

# Concord Station Community Development District Reserve Study Proposal

[Click Here](#)  
For Sample Report



## Components Anticipated to be Included in Your Custom Reserve Study

Component Category	Component Name
Clubhouse	Exterior Renovations   HVAC Equipment   Interior Renovations   Roof   Windows and Doors
Pool	Deck   Fence   Finishes (Plaster and Tile)   Furniture   Mechanical Equipment   Rest Room Renovations
Property Site	Asphalt Pavement   Concrete Flatwork   Fences   Irrigation System   Lighting   Playground Equipment   Ponds   Storm Water System   Signage   Recreational Courts

# Concord Station Community Development District Reserve Study Proposal

REF #: 1446

## Confirmation of Services

Fee estimates are based on the components summarized in the previous table. The fee for this Full Reserve Study is ----- **\$4,900.**

Custom Reserves appreciates the opportunity to be of service. Upon acceptance of this proposal, **please sign and return this page along with a fifty percent (50%) retainer payment.** We will contact you to schedule a site visit and inspection upon receipt of this payment. The remaining balance will be due upon receipt of the report.

This letter sets forth the understanding of the District and serves as confirmation of services provided by Custom Reserves.

Owner reserves the right to reject any and/or all Proposals received, and to rebid if the Owner deems necessary. Owner is not subject to pay any costs incurred by Vendors in the preparation and submission of their Proposals.

Sincerely,



**Paul Grifoni, PRA, RS**

Engineer  
Reserve Specialist  
Professional Reserve Analyst  
Licensed Insurance Adjuster  
Licensed Home Inspector



5470 E Busch Blvd., Unit 171  
Tampa, FL 33617  
Office: (888) 927-7865  
Fax: (813) 200-8448  
contact@customreserves.com  
www.CustomReserves.com






Accepted By

Title

Date

**OPTIONAL** future services are available upon request as depicted below. If your Association is interested in any of the following services, **please check the appropriate box** and we can provide pricing upon completion of the current reserve study. Please note that a non-site update can only be conducted one time between site visits.

-   Annual Review of the 30-year expenditures and funding plan(s) only
-   Non-site update
-   Update with site visit



# Concord Station Community Development District Reserve Study Proposal

## Experience

Experience includes condominiums, homeowners associations, planned unit developments, property owner associations, co-operatives and community development districts with construction styles that range from townhouses to hi-rises. Other experience includes specialty establishments such as golf clubs, international properties, vacation ownership resorts (timeshares) as well as worship, retreat and camp facilities.

A partial list of recent reserve study experience follows below:

**Oak Creek Community Development District** is a local unit of special purpose government located within Pasco County, FL established in 2004 and responsible for the common elements shared by 550 homes. The development contains a pool, playground, security system and ponds.

**Ballantrae Community Development District** is a local unit of special purpose government located within Pasco County, FL established by the county in 2004 and is responsible for the common elements shared by 936 homes. The development contains building, pool and property site components.

**Terra Bella Community Development District** is a local unit of special purpose government located within Land O' Lakes, Florida and is responsible for the common elements shared by 253 property owners. Terra Bella CDD was built around 2011. The development contains streets, irrigation, pavers, concrete flatwork, retaining walls, signage and a storm water system.

**The Groves Golf and Country Club Master Association** is a planned unit development established in 2000 and located in Land O Lakes, FL. The Groves is responsible for the paint and roofs shared by 285 Club Homes, 273 Courtyard Homes and 123 Patio 1 Homes.

**Suncoast Meadows Master Association** is a planned unit development located in Land O' Lakes, FL and is responsible for the common elements shared by 487 property owners. Suncoast Meadows was established in 2007. The development contains clubhouse, pool and property site components.

**Harbor Bay Community Development District** owns and operates the community areas of Mira Bay in Apollo Beach FL including common areas, recreational facilities, public roadways, storm water management systems, street lighting, landscaping, clubhouse with café, lap pool, waterslide, clay tennis courts 35,000 linear feet of sea wall, boatlifts.