

CORY LAKES

COMMUNITY DEVELOPMENT DISTRICT

January 19, 2023

BOARD OF SUPERVISORS

REGULAR

MEETING AGENDA

CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT

AGENDA
LETTER

Cory Lakes Community Development District
OFFICE OF THE DISTRICT MANAGER
2300 Glades Road, Suite 410W•Boca Raton, Florida 33431
Phone (561) 571-0010•Fax (561) 571-0013•Toll-free: (877) 276-0889

January 12, 2023

Board of Supervisors
Cory Lakes Community Development District

<p>ATTENDEES: Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.</p>
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Dear Board Members:

The Board of Supervisors of the Cory Lakes Community Development District will hold a Regular Meeting on January 19, 2023 at 6:00 p.m., at the Cory Lake Beach Club, 10441 Cory Lake Drive, Tampa, Florida 33647. Members of the public may listen to and/or participate in the meeting via Zoom, at <https://us02web.zoom.us/j/83397954590>, Meeting ID: **833 9795 4590**, or telephonically at **1-929-205-6099**, Meeting ID: **833 9795 4590**. The agenda is as follows:

1. Call to Order/Roll Call/Pledge of Allegiance
2. Chairman's Opening Comments
3. Other Supervisors' Opening Comments
4. Public Comments (*agenda items*) [3 minutes per speaker]
5. Acceptance of Unaudited Financial Statements as of November 30, 2022
6. Staff Updates
 - A. Landscape Maintenance
 - B. Allied Universal
7. Staff Report - Office Administrator: *Amanda Evans*
 - Consideration of Beach Club Usage Agreement
8. Continued Discussion/Presentation of Outline for Town Hall Meetings Regarding Potential Gym Project (*to be provided under separate cover*)
 - Consideration of Life Fitness, Quote #3611352-1R for Gym Equipment
9. Continued Discussion: Towing Issues and Options
10. Committee Reports
 - A. Security

- B. Landscape Aquascape Facilities (LAF)
- 11. Discussion: Spirit Committee Replacement
- 12. Approval of Minutes
 - A. Board of Supervisors: December 15, 2022
 - I. Summary of Motions
 - II. Regular Meeting
 - III. Action/Agenda or Completed Items
 - B. Sunshine Board Online Workshop: December 16, 2022 – January 18, 2023 *(to be provided under separate cover)*
 - C. LAF Committee: January 9, 2023
 - D. Other
- 13. Staff Reports
 - A. District Engineer: *Johnson Engineering, Inc.*
 - B. Facilities Manager: *John Hall*
 - Consideration of Proposals for Monument Improvements
 - C. District Counsel: *Straley Robin Vericker, P.A.*
 - Discussion: Possible Conflicts with Board Member Also Serving on POA
 - Discussion: CDD Liability Regarding Tennis Instructors
 - Update: Food Service Liability Restrictions
 - Over View/Update: Sunshine Law
 - D. District Manager: *Wrathell, Hunt and Associates, LLC*
 - Update: Proposals for Weir Replacement
 - NEXT MEETING DATE: February 16, 2023 at 6:00 P.M.

- QUORUM CHECK

Ronald Acoff	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Rene Fontcha	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Jorge Castillo	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Ann Belyea	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO
Cynthia McIntyre	<input type="checkbox"/>	IN PERSON	<input type="checkbox"/>	PHONE	<input type="checkbox"/>	NO

14. Other Business
15. Public Comments (*non-agenda items*) [3 minutes per speaker]
16. Supervisors' Requests
17. Adjournment

Should you have any questions and/or concerns, please contact me directly at 239-464-7114.

Sincerely,



Chesley E. Adams, Jr.
District Manager

FOR PUBLIC PARTICIPATION

<https://us02web.zoom.us/j/83397954590>

MEETING ID: 833 9795 4590

OR

CALL IN NUMBER: 1-929-205-6099

MEETING ID: 833 9795 4590

CORY LAKES

COMMUNITY DEVELOPMENT DISTRICT

UNAUDITED FINANCIAL STATEMENTS

**CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT
FINANCIAL STATEMENTS
UNAUDITED
NOVEMBER 30, 2022**

**CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT
BALANCE SHEET
GOVERNMENTAL FUNDS
NOVEMBER 30, 2022**

	Major Funds				Total Governmental Funds
	General	Debt Service Series 2013	Debt Service Series 2013A-1	Debt Service Series 2017 Note	
ASSETS					
Operating account					
Iberia - operating acct	\$ 9,703	\$ -	\$ -	\$ -	\$ 9,703
Iberia - debit card	2,856	-	-	-	2,856
SunTrust - operating acct	372,547	-	-	-	372,547
SunTrust - debit card	3,195	-	-	-	3,195
MMK account	1,000,961	-	-	-	1,000,961
Investments					
Revenue	-	52,545	176,689	18,563	247,797
Reserve	-	52,303	3,150	10,001	65,454
Prepayment	-	-	1,035	-	1,035
Due from other	3,806	-	-	-	3,806
Due from other funds					
General	-	35,434	35,105	-	70,539
Deposits	23,154	-	-	-	23,154
Retainer	5,000	-	-	-	5,000
Total assets	<u>\$ 1,421,222</u>	<u>\$ 140,282</u>	<u>\$ 215,979</u>	<u>\$ 28,564</u>	<u>\$ 1,806,047</u>
LIABILITIES					
Liabilities:					
Accounts payable	\$ 108,523	\$ -	\$ -	\$ -	\$ 108,523
Credit card	933	-	-	-	933
Due to other funds					
Debt service fund - series 2013	35,434	-	-	-	35,434
Debt service fund - series 2013A-1	35,105	-	-	-	35,105
JSAPP deposit	4,214	-	-	-	4,214
Total liabilities	<u>184,209</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>184,209</u>
FUND BALANCES					
Nonspendable					
Deposits	23,154	-	-	-	23,154
Restricted for:					
Debt service	-	140,282	215,979	28,564	384,825
Assigned					
3 months working capital	458,915	-	-	-	458,915
Unassigned	754,944	-	-	-	754,944
Total fund balances	<u>1,237,013</u>	<u>140,282</u>	<u>215,979</u>	<u>28,564</u>	<u>1,621,838</u>
Total liabilities and fund balances	<u>\$ 1,421,222</u>	<u>\$ 140,282</u>	<u>\$ 215,979</u>	<u>\$ 28,564</u>	<u>\$ 1,806,047</u>

**CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	Current Month	Year To Date	Adopted Budget	% of Budget	Prorated Budget
REVENUES					
Assessment levy: net of discounts	\$ 792,731	\$ 792,731	\$ 2,380,347	33%	\$ 396,725
Interest and miscellaneous	1,742	3,396	30,000	11%	5,000
Total revenues	<u>794,473</u>	<u>796,127</u>	<u>2,410,347</u>	33%	<u>401,725</u>
EXPENDITURES					
Administrative					
Supervisors	1,000	1,000	12,000	8%	2,000
Payroll services	-	56	600	9%	100
Payroll taxes - FICA	77	77	900	9%	150
Payroll taxes - unemployment	-	-	325	0%	54
District management	4,583	9,167	55,000	17%	9,167
Assessment roll preparation	417	833	5,000	17%	833
Bond amortization schedule fee	-	-	1,500	0%	250
Disclosure report	250	500	3,000	17%	500
Trustee	3,556	3,556	7,200	49%	1,200
Audit	-	-	6,400	0%	1,067
Arbitrage rebate calculation	-	-	2,500	0%	417
Legal - general counsel	432	432	10,000	4%	1,667
Engineering	2,070	2,070	10,000	21%	1,667
Insurance: general liability & public officials	-	39,293	42,000	94%	7,000
Insurance: worker's compensation	-	4,170	5,500	76%	917
Legal advertising and Sunshine Board	-	-	4,500	0%	750
Bank fees	-	-	1,500	0%	250
Credit card discount	19	65	200	33%	33
Dues & licenses	-	175	175	100%	29
Postage	118	118	2,000	6%	333
Tax collector	15,872	15,872	99,181	16%	16,530
Contingencies	117	222	2,000	11%	333
Total administrative	<u>28,511</u>	<u>77,606</u>	<u>271,481</u>	29%	<u>45,247</u>
Field operations					
Utilities					
Communication	3,507	6,912	20,000	35%	3,333
Website	-	-	705	0%	118
ADA website compliance	-	210	210	100%	35
Streetlights	20,132	20,132	155,000	13%	25,833
Electricity	6,439	6,439	60,000	11%	10,000
Propane	-	-	400	0%	67
Water, sewer & irrigation	1,209	1,209	20,000	6%	3,333
Solid waste removal	691	2,072	8,000	26%	1,333
Sewer lift stations	170	340	2,500	14%	417
Total utilities	<u>32,148</u>	<u>37,314</u>	<u>266,815</u>	14%	<u>44,469</u>
Security operations					
Security staffing contract services	17,051	17,051	445,000	4%	74,167
Contractual virtual guard	3,340	6,680	59,000	11%	9,833
Off-duty policing	1,263	1,263	21,000	6%	3,500
Total security operations	<u>21,654</u>	<u>24,994</u>	<u>525,000</u>	5%	<u>87,500</u>

**CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	Current Month	Year To Date	Adopted Budget	% of Budget	Prorated Budget
Field office administration					
Field manager	5,117	10,104	67,100	15%	11,183
Office administrator	3,958	7,821	53,900	15%	8,983
Payroll taxes	737	1,488	15,000	10%	2,500
Seasonal decorations	-	29,475	60,000	49%	10,000
Beach club office equipment	434	490	4,500	11%	750
Beach club office supplies	38	482	3,000	16%	500
Beach club gym supplies	413	1,566	20,600	8%	3,433
Guard office equipment	-	-	1,000	0%	167
Guard office supplies	-	-	1,500	0%	250
Community events supplies	2,402	7,956	18,500	43%	3,083
Pool & beach club attendants	562	1,525	26,000	6%	4,333
Total field office administration	<u>13,661</u>	<u>60,907</u>	<u>271,100</u>	22%	<u>45,183</u>
Landscape maintenance					
Landscaping	97,953	155,553	407,000	38%	67,833
Beach sand	-	-	3,000	0%	500
Annuals & seasonal plant installation	2,000	2,000	5,000	40%	833
Plant replacement	-	148	30,000	0%	5,000
Sod replacement	-	-	10,000	0%	1,667
Well maintenance - irrigation	-	-	3,000	0%	500
Irrigation - maintenance	1,707	1,927	7,500	26%	1,250
Tree removal	17,256	17,256	35,000	49%	5,833
Lake & pond maintenance	3,864	7,729	55,640	14%	9,273
Total landscape maintenance	<u>122,780</u>	<u>184,613</u>	<u>556,140</u>	33%	<u>92,690</u>
Facilities maintenance					
Outside facilities maintenance	8,680	47,149	100,000	47%	16,667
Capital reinvestment note 2022 repayment	-	10,442	161,292	6%	26,882
Car and cart repairs and maintenance	546	1,093	6,000	18%	1,000
Rentals and leases	706	706	31,644	2%	5,274
Cleaning	1,430	2,860	16,000	18%	2,667
Pest control	300	300	1,800	17%	300
Security gate maintenance & repair	55	55	5,000	1%	833
Security gate maintenance & repair - cachet	-	-	2,000	0%	333
Monuments & signs	-	-	5,000	0%	833
Fountains	-	-	7,000	0%	1,167
Storm water drainage	-	-	35,000	0%	5,833
Recreation equipment maintenance & repair	500	2,387	15,000	16%	2,500
Building equipment maintenance & repair	607	3,011	15,000	20%	2,500
Pressure washing	-	1,500	7,500	20%	1,250
Paver, streets and sidewalk repairs, cleaning	15,000	16,720	75,000	22%	12,500
Total facilities maintenance	<u>27,824</u>	<u>86,223</u>	<u>483,236</u>	18%	<u>80,539</u>

**CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GENERAL FUND
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	Current Month	Year To Date	Adopted Budget	% of Budget	Prorated Budget
Facilities maintenance (pool)					
Pool maintenance	1,495	3,495	21,000	17%	3,500
Pool repairs	150	150	7,000	2%	1,167
Pool heater utilities	103	110	8,000	1%	1,333
Pool permit	-	-	575	0%	96
Total facilities maintenance (pool)	<u>1,748</u>	<u>3,755</u>	<u>36,575</u>	10%	<u>6,096</u>
Total field operations	<u>219,815</u>	<u>397,806</u>	<u>2,138,866</u>	19%	<u>356,478</u>
Infrastructure reinvestment					
Capital improvement program					
Capital outlay	-	-	360,000	0%	60,000
Total infrastructure reinvestment	-	-	360,000	0%	60,000
Total expenditures	<u>248,326</u>	<u>475,412</u>	<u>2,770,347</u>	17%	<u>461,725</u>
Excess/(deficiency) of revenues over/(under) expenditures	546,147	320,715	(360,000) *		
Fund balance - beginning (unaudited)	<u>690,866</u>	<u>916,298</u>	<u>1,004,835</u>		
Fund balance - ending (projected)					
Assigned					
3 months working capital	482,069	482,069	482,069	**	
Unassigned	<u>754,944</u>	<u>754,944</u>	<u>162,766</u>	***	
Fund balance - ending	<u><u>\$ 1,237,013</u></u>	<u><u>\$ 1,237,013</u></u>	<u><u>\$ 644,835</u></u>	****	

Notes:

The District's fiscal year begins October 1 and ends 12 months later on September 30.

* This number determined by subtracting total expenditures from total revenues

** This number is calculated by multiplying total expenditures by .25. Covers first quarter operating expenses.

*** This number is Fund Balance beginning plus excess/(deficiency) of revenues over/(under) expenditures, minus 3 months working capital.

**** This number is calculated adding 3 months working capital and Unassigned. This number will also be equal to fund balance beginning plus excess/(deficiency) of revenues over/(under) expenditures

**CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2013
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: net of discounts	\$ 35,290	\$ 35,290	\$ 106,214	33%
Interest	870	1,369	-	N/A
Total revenues	<u>36,160</u>	<u>36,659</u>	<u>106,214</u>	35%
EXPENDITURES				
Debt service				
Principal	30,000	30,000	30,000	100%
Principal prepayment	230,000	230,000	-	N/A
Interest	36,269	36,269	71,788	51%
Total debt service	<u>296,269</u>	<u>296,269</u>	<u>101,788</u>	291%
Other fees & charges				
Tax collector	706	706	4,426	16%
Total other fees & charges	<u>706</u>	<u>706</u>	<u>4,426</u>	16%
Total expenditures	<u>296,975</u>	<u>296,975</u>	<u>106,214</u>	280%
Excess/(deficiency) of revenues over/(under) expenditures	(260,815)	(260,316)	-	
Fund balances - beginning	<u>401,097</u>	<u>400,598</u>	<u>175,749</u>	
Fund balances - ending	<u>\$ 140,282</u>	<u>\$ 140,282</u>	<u>\$ 175,749</u>	

**CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2013A-1
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	<u>Current Month</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of Budget</u>
REVENUES				
Assessment levy: net of discounts	\$ 31,847	\$ 31,847	\$ 93,958	34%
Interest	417	882	-	N/A
Total revenues	<u>32,264</u>	<u>32,729</u>	<u>93,958</u>	35%
EXPENDITURES				
Debt service				
Principal	-	-	460,000	0%
Principal prepayment	5,000	5,000	5,000	100%
Interest	6,301	6,301	12,534	50%
Total debt service	<u>11,301</u>	<u>11,301</u>	<u>477,534</u>	2%
Other fees & charges				
Tax collector	637	637	3,915	16%
Total other fees & charges	<u>637</u>	<u>637</u>	<u>3,915</u>	16%
Total expenditures	<u>11,938</u>	<u>11,938</u>	<u>481,449</u>	2%
Excess/(deficiency) of revenues over/(under) expenditures	20,326	20,791	(387,491)	
Fund balances - beginning	195,653	195,188	387,491	
Fund balances - ending	<u>\$ 215,979</u>	<u>\$ 215,979</u>	<u>\$ -</u>	

**CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
DEBT SERVICE FUND SERIES 2017 NOTE
FOR THE PERIOD ENDED NOVEMBER 30, 2022**

	<u>Current Month</u>	<u>Year To Date</u>
REVENUES	<u>\$ -</u>	<u>\$ -</u>
Total revenues	<u>-</u>	<u>-</u>
 EXPENDITURES		
Debt service	<u>-</u>	<u>-</u>
Total debt service	<u>-</u>	<u>-</u>
 Excess/(deficiency) of revenues over/(under) expenditures	 - -	 - -
 Fund balances - beginning	 <u>28,564</u>	 <u>28,564</u>
Fund balances - ending	<u><u>\$ 28,564</u></u>	<u><u>\$ 28,564</u></u>

CORY LAKES

Community Development District

Series 2013 Bonds

\$1,425,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2022	30,000.00	5.000%	36,268.75	66,268.75
05/01/2023			35,518.75	35,518.75
11/01/2023	30,000.00	5.000%	35,518.75	65,518.75
05/01/2024			34,768.75	34,768.75
11/01/2024	30,000.00	5.625%	34,768.75	64,768.75
05/01/2025			33,925.00	33,925.00
11/01/2025	35,000.00	5.625%	33,925.00	68,925.00
05/01/2026			32,940.63	32,940.63
11/01/2026	35,000.00	5.625%	32,940.63	67,940.63
05/01/2027			31,956.25	31,956.25
11/01/2027	40,000.00	5.625%	31,956.25	71,956.25
05/01/2028			30,831.25	30,831.25
11/01/2028	40,000.00	5.625%	30,831.25	70,831.25
05/01/2029			29,706.25	29,706.25
11/01/2029	45,000.00	5.625%	29,706.25	74,706.25
05/01/2030			28,440.63	28,440.63
11/01/2030	45,000.00	5.625%	28,440.63	73,440.63
05/01/2031			27,175.00	27,175.00
11/01/2031	50,000.00	5.625%	27,175.00	77,175.00
05/01/2032			25,768.75	25,768.75
11/01/2032	50,000.00	5.625%	25,768.75	75,768.75
05/01/2033			24,362.50	24,362.50
11/01/2033	55,000.00	5.625%	24,362.50	79,362.50
05/01/2034			22,815.63	22,815.63
11/01/2034	55,000.00	6.125%	22,815.63	77,815.63
05/01/2035			21,131.25	21,131.25
11/01/2035	60,000.00	6.125%	21,131.25	81,131.25
05/01/2036			19,293.75	19,293.75
11/01/2036	65,000.00	6.125%	19,293.75	84,293.75
05/01/2037			17,303.13	17,303.13
11/01/2037	70,000.00	6.125%	17,303.13	87,303.13
05/01/2038			15,159.38	15,159.38
11/01/2038	70,000.00	6.125%	15,159.38	85,159.38
05/01/2039			13,015.63	13,015.63
11/01/2039	75,000.00	6.125%	13,015.63	88,015.63
05/01/2040			10,718.75	10,718.75
11/01/2040	80,000.00	6.125%	10,718.75	90,718.75
05/01/2041			8,268.75	8,268.75
11/01/2041	85,000.00	6.125%	8,268.75	93,268.75
05/01/2042			5,665.63	5,665.63
11/01/2042	90,000.00	6.125%	5,665.63	95,665.63
05/01/2043			2,909.38	2,909.38
11/01/2043	95,000.00	6.125%	2,909.38	97,909.38
Total	\$1,230,000.00	-	\$979,618.75	\$2,209,618.75

CORY LAKES

Community Development District

Series 2013 Refunding Bonds

\$4,245,000

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
11/01/2022			6,300.75	6,300.75
05/01/2023	460,000.00	2.710%	6,233.00	466,233.00
Total	\$460,000.00	-	\$12,533.75	\$472,533.75

CORY LAKES

COMMUNITY DEVELOPMENT DISTRICT

7

Office Administrator & Events Monthly Report

Meeting date: January 19, 2023

CDD Office

- Routine barcodes, lease renewals and new resident processing.
- Routine website, email blast, Facebook and signage updates.
- Routine invoice coding and AP aging reports.
- There was a total of 5 Beach Club rentals in January.
- Training a new office assistant so we can resume normal business hours in the next couple of weeks.
- Editing Beach Club Usage policy to include a deposit and other board requests continued.

CDD Events

UPCOMING:

- International Food & Arts Festival | 2/18/23 11am-2pm --Vendors have been registering on the website to participate in the event. This date is our rain date from when we tried to host this event earlier this fall. I have been reaching out to various local businesses and vendors to get them registered for this event.
- Spring Festival | 3/18/23 11am-1pm- There will be a 12ft dry slide, Bungee trampoline, rock wall, DJ (confirmed with new DJ), face painting, petting zoo and egg hunts.

COMPLETED:

- Holiday Boat Parade & Celebration
- Cookies with Santa

Office Administrator & Events Monthly Report

Meeting date: January 19, 2023



EVENT RECAP

Holiday Boat Parade & Celebration

Event Summary

Date: December 10, 2022 Time: 6:30-8:30 Location: Beach Club

Revenue: \$1200.00 Actual Cost: \$2183.86 Projected Budget: \$2300.00 Difference: \$1316.14

Event Costs & Revenue:		
Vendor Name	Description	Cost
A Party 2 Remember	Event Entertainment	\$1250.00
Amazon	Popcorn, hot chocolate, etc.	\$138.21
Oriental Trading Company	Holiday Decor	\$126.76
Time for Wine	Cash Bar	349.38
Target	Holiday Tree	\$199.70
Walmart	Water, Kettles, candy canes	\$119.81
	TOTAL:	\$2183.86
Jerilyn Rush	Sponsorship	\$1200.00
	TOTAL:	\$983.86

Sponsors: Jerilyn Rush

Event Description: Celebrating the holiday season with a lighted boat parade and party in the Beach Club with fresh popcorn, hot cocoa, cash bar, train rides and a visit from Santa.

Successes: This was a great event. Residents really enjoyed the trackless train ride and fresh popcorn. Even with the mix up with the DJ, residents really enjoyed the calm atmosphere and were able to talk and mingle.

Recommendations: Have Santa come for the first hour instead of the entire event. I have noticed for the past 3 years that the last 45 mins of the event, Santa is not as popular as the start of the event. Maybe do a survey to the community about what kind of food truck they would like to see at this event and schedule that one for this event.



Office Administrator & Events Monthly Report

Meeting date: January 19, 2023



EVENT RECAP

Cookies with Santa

Event Summary

Date: December 17, 2022 Time: 11:00am-1:00pm Location: Beach Club

Actual Cost: \$5789.76 Projected Budget: \$600.00 Difference: \$189.76

Event Costs & Revenue:		
Vendor Name	Description	Cost
A Party 2 Remember	Santa	\$475
Publix	Cookies & Toppings	\$196.12
Amazon	Boxes, Décor	\$118.64
	TOTAL:	\$789.76

Sponsors: None

Event Description: Families came to hear a special story from Santa and decorate cookies.

Successes: Great event! Santa surprised us and brought Mrs. Clause with him. Everyone gathered around Santa as he read his story and explained some of the magic at the North Pole. Then everyone got a turn to take pictures and tell Santa what they wanted. We had 4 tables full of sugar cookies, sprinkles, and icing for decorating. We had to-go boxes for those that did not want to eat their creations yet. We also had popcorn and hot chocolate available.

Recommendations: none.



**Cory Lakes Community Development District
Beach Club Usage Agreement***

Patrons (21 years of age or older) may reserve an area of the Beach Club for special activities during operation hours. The use of the facility shall remain open to other patrons and their guests during these activities. The patron reserving an area of the Beach Club must submit a completed Beach Club Usage Agreement to the CDD Office along with a check for the Security Deposit before the agreement becomes valid.

1. Reservations: The Office Administrator and/or Facilities Manager, at their sole discretion, will accept reservations based on availability of the Beach Club. Denial of a request may be appealed to the District’s Board of Supervisors at the next available meeting.
2. Available Facilities and Capacity: The Beach Club usage agreement is for reservations up to two hours, including set up and post-event clean up, between the hours of 9am-9pm. The maximum capacity allowed for use under the Beach Club Usage Agreement is twenty-five (25) people. Patrons planning larger events or requesting exclusive use should complete the CLI Beach Club Reservation Agreement.
3. Security Deposit: A security deposit of \$200 in the form of a check.
4. General Policies:
 - a. The patron must be present for the duration of the 2-hour reservation. The patron must always accompany guests.
 - b. Alcoholic beverages are not permitted under this agreement.
 - c. The patron must remove all debris from the Beach Club including food, decorations, and all remnants of the event; patron should return all furnishings to their original position.
 - d. The patron is responsible for any damage to the Beach Club and its property. If the Beach Club, during the term of the event, is damaged by the act, default, or negligence of the patron, or of any of the patron’s guests, employees, or any persons admitted to the Beach Club by patron, patron agrees to pay the CDD upon demand all sums necessary to restore the Beach Club to its condition prior to the event. The CDD will hold any Security Deposit until all issues are resolved.

5. Name of Patron: _____

6. Address: _____ Phone #: _____

7. Type of Event: _____

8. Area designated: _____

9. Date / Time: _____

Patron Signature & Date

CDD Staff & Date

*This agreement is for a two-hour reservation in a specific area of the Beach Club designated for use.
Revised January 2023.

CORY LAKES

COMMUNITY DEVELOPMENT DISTRICT

8

Quote# 3611352 - 1R

Date 11-JAN-2023

Bill To

CORY LAKE COMMUNITY
DEVELOPMENT DISTRICT
10441 CORY LAKE DR
TAMPA, HILLSBOROUGH
FL 33647-2716
US

Contact:
Cell:
Office:
Email:

Ship To

CORY LAKE COMMUNITY
DEVELOPMENT DISTRICT
10441 CORY LAKE DR
TAMPA, HILLSBOROUGH
FL 33647-2716
United States

Contact:
Cell:
Office:
Email:

Shipment Priority:
Requested Delivery Date:



SALES REPRESENTATIVE

CHRISTOPHER FOEDERER
Cell: 407-341-1217
Office: 407-341-1217
Email: Chris.Foederer@lifefitness.com

Life Fitness

Corporate Address:
10601 Belmont Avenue
Franklin Park, IL 60131 USA
Phone: Main (847) 288-3300
Toll Free (800) 735-3867

Remittance Address:
2716 Network Place,
Chicago, IL
60673, USA

ONSITE CONTACT

Cell:
Email:
Facility ID:

Line	Model #	Qty	Unit Price	Unit Discount	Unit Selling Price	TOTAL PRICE
1	ACC-BSU BOSU PRO BALANCE TRAINER, GRAY	1	288.00	-93.00	195.00	195.00
2	LF-FR LIFE FITNESS FOAM ROLLER, GRAY, SOFT, 36IN	3	53.00	-18.00	35.00	105.00
3	LF-GKB LIFE FITNESS STUDIO KETTLEBELL - 15LB	1	77.00	-27.00	50.00	50.00
4	LF-GKB LIFE FITNESS STUDIO KETTLEBELL - 20LB	1	94.00	-33.00	61.00	61.00
5	LF-GKB LIFE FITNESS STUDIO KETTLEBELL - 25LB	1	111.00	-39.00	72.00	72.00
6	LF-GKB LIFE FITNESS STUDIO KETTLEBELL - 30LB	1	124.00	-44.00	80.00	80.00
7	LF-GKB LIFE FITNESS STUDIO KETTLEBELL - 35LB	1	129.00	-46.00	83.00	83.00
8	LF-GKB LIFE FITNESS STUDIO KETTLEBELL - 5LB	1	44.00	-16.00	28.00	28.00
9	LF-GKB LIFE FITNESS STUDIO KETTLEBELL - 8LB	1	53.00	-19.00	34.00	34.00
10	LF-GKB LIFE FITNESS STUDIO KETTLEBELL - 10LB	1	64.00	-23.00	41.00	41.00

Quote#

3611352 - 1R

Date 11-JAN-2023

Line	Model #	Qty	Unit Price	Unit Discount	Unit Selling Price	TOTAL PRICE
11	LF-GKB LIFE FITNESS STUDIO KETTLEBELL - 12LB	1	68.00	-24.00	44.00	44.00
12	LF-SB LF STABILITY BALL,65CM,GREY	2	70.00	-22.00	48.00	96.00
13	HS-DB HAMMER DUMBBELL SET 5- 50LB,RUBBER,ROUND	1	2,989.00	-794.00	2,195.00	2,195.00
14	HS-DB HAMMER DUMBBELL SET 55- 75LB,RUBBER,ROUND	1	2,789.00	-694.00	2,095.00	2,095.00
15	HS-DB Hammer Dumbbell 20LB Each,Rubber,Round	2	132.00	-43.00	89.00	178.00
16	HS-DB Hammer Dumbbell 25LB Each,Rubber,Round	2	146.00	-49.00	97.00	194.00
17	HS-DB Hammer Dumbbell 30LB Each,Rubber,Round	2	168.00	-54.00	114.00	228.00
18	HS-DB Hammer Dumbbell 35LB Each,Rubber,Round	2	176.00	-58.00	118.00	236.00
19	HS-DB Hammer Dumbbell 40LB Each,Rubber,Round	2	190.00	-61.00	129.00	258.00
20	INT-DST INTEGRITY D DST TREADMILL MODEL - INT TREAD DLX DISC ARC SIL LOW VT SW BASE/ST 21In TR WLAN PROIDIOM/QAM/	2	10,079.00	-3,584.00	6,495.00	12,990.00
21	SAR LIFE FITNESS ACCESSORY STORAGE RACK	1	2,339.00	-844.00	1,495.00	1,495.00
22	SDR2 SIGNATURE DUMBBELL RACK- DOUBLE -	2	1,529.00	-534.00	995.00	1,990.00
23	LF-CM LF, CORE MAT,55Lx24Wx0.39in(139x61cm x 10mm),BLK	3	59.00	-16.00	43.00	129.00
24	LF-MB LIFE FITNESS MEDICINE BALL,4LB,YELLOW	1	50.00	-15.00	35.00	35.00
25	LF-MB LIFE FITNESS MEDICINE BALL,6LB,GREEN	1	66.00	-21.00	45.00	45.00

Quote#

3611352 - 1R

Date 11-JAN-2023

Line	Model #	Qty	Unit Price	Unit Discount	Unit Selling Price	TOTAL PRICE
26	LF-MB LIFE FITNESS MEDICINE BALL,8LB,ORANGE	1	81.00	-26.00	55.00	55.00
27	LF-MB LIFE FITNESS MEDICINE BALL,10LB,RED	1	94.00	-33.00	61.00	61.00
28	LF-MB LIFE FITNESS MEDICINE BALL,12LB,BLUE	1	110.00	-35.00	75.00	75.00
29	LF-RTB LIFE FITNESS COVERED RESISTANCE TUBE, EXTRA LIGHT	1	22.00	-3.00	19.00	19.00
30	LF-RTB LIFE FITNESS COVERED RESISTANCE TUBE, LIGHT	1	23.00	-3.00	20.00	20.00
31	LF-RTB LIFE FITNESS COVERED RESISTANCE TUBE, MEDIUM	1	24.00	-3.00	21.00	21.00
32	LF-RTB LIFE FITNESS COVERED RESISTANCE TUBE, HEAVY	1	25.00	-3.00	22.00	22.00

Quote#

3611352 - 1R

Date 11-JAN-2023

PO Number		Subtotal	
Payment Type		List Price	34,980.00
Payment Terms	NET 30	Adjustment and Surcharge	-11,750.00
Freight Terms		Selling Price	23,230.00
FOB			
		Freight/Fuel/Installation	3,378.93
		Tax	TAXES AS APPLICABLE
		Total(USD)	26,608.93

Notes:

Quote#

3611352 - 1R

Date 11-JAN-2023

ADDITIONAL TERMS OF SALE:

1. By accepting this Quote, Customer agrees (a) to be bound by the terms hereof and Life Fitness' standard Terms and Conditions of Sale found at <https://www.lifefitness.com/en-us/legal/terms-conditions>; and (b) as applicable, to allow the transaction to proceed without a Customer-issued purchase order or other form of purchase agreement as a condition for payment.
2. Any additional or different terms or conditions which appear on Customer's document (including its Purchase Orders) that are inconsistent with the Life Fitness Terms and Conditions of Sale shall be voided and of no effect.
3. Life Fitness RECOMMENDS that all strength training equipment be secured to the floor to prevent tipping, rocking or displacement which might occur in the event of unanticipated use of the equipment. Life Fitness also REQUIRES that certain pieces of strength training equipment be secured to the floor. Please contact our Customer Service Department or your account representative for specific details.
4. All shipments of Products shall be F.O.B., Life Fitness' designated plant, distribution center, or warehouse unless otherwise specified.
5. Life Fitness will issue an invoice corresponding to this Quote upon shipment.
6. Life Fitness may ship partial orders.
7. Orders canceled by Customer within 60 days prior to the requested delivery date based on Section 13 below, or after shipment (or after production starts for "Built-To-Order" products) are subject to a 20% restocking fee.
8. Delays in delivery at Customer's request or due to Customer's failure may result in storage fees.
9. Prices set forth in this Quote are good for 30 days.
10. All invoices and any payments due thereon related to this Quote will be in U.S. Dollars and will reflect Exchange Rate at time of shipment.
11. Payment terms and credit lines are subject to Life Fitness credit approval.
12. Life Fitness reserves the right to limit the use of credit cards. A service fee for credit transactions may apply.
13. Life Fitness reserves the right to adjust the prices contained herein for freight and installation up through sixty (60) days after completion of installation in accordance with corresponding increases in costs imposed by freight carriers (i.e. transportation via truck, train, ship or aircraft) and/or directly related to performing the installation (i.e. delivery, labor, fuel, permits, certifications, redelivery, bolt down service). In addition, where: (i) the parties agree that the requested delivery date shall be more than 4 months after the date of this Quote (even if this Quote is not executed), (ii) due to any delay falling within the Customer's responsibilities, the actual delivery date is made more than 4 months after the date of this Quote, or (iii) the actual delivery date shall be more than 4 months after the date of this Quote (except if the delay was due to the sole fault of Life Fitness), then Life Fitness shall be entitled to increase the agreed prices appropriately if Life Fitness experiences any increase in its costs relating to: raw materials and/or labor costs related to personnel responsible for manufacturing, assembling and/or delivering and installing the products, macroeconomic conditions such as taxes, tariffs or duties, natural disasters, and labor shortages/strikes. This shall be in addition to other remedies available under these terms and conditions.
14. Until all Products are paid for in full, Customer grants to, and Life Fitness shall retain, a security interest in and lien on all Products sold to Customer and all proceeds arising from our sale of the Products by Customer and all discounts, rebates and other funds on Customer's account payable by Life Fitness. Customer authorizes Life Fitness to, at any time and from time to time, file financing statements, continuation statements, and amendments thereto that describe the Collateral, and which contain any other information required pursuant to the UCC for the sufficiency of filing office acceptance of any financing statement, continuation statement, or amendment, and Customer agrees to furnish any such information to Life Fitness promptly upon request. Any such financing statement, continuation statement, or amendment may be signed by Life Fitness on behalf of Customer and may be filed at any time in any jurisdiction. Upon Life Fitness' request, a Customer shall execute such documents that may be necessary or reasonable to protect Life Fitness' security interest.
15. When accepted, this Quote may be processed, fulfilled, and/or invoiced by Life Fitness and/or its affiliated companies, including, but not limited to, Brunswick Billiards, Cybex, SCIFIT or Indoor Cycling Group (ICG), and Customer agrees to make any required payments to the entity that issued the invoice.
16. Life Fitness disclaims all warranties for third party products sold to Customer, except that Life Fitness will, to the extent permissible, pass through to Customer all available warranties and provide all available applicable original manufacturer warranties for third party products. Customer agrees to look solely to the manufacturer or vendor of such products and services for any customer support or warranty claims. The manufacturer's or vendor's terms and conditions, including warranties, are located on their website or upon request to the manufacturer or vendor.
17. For any Subscription Services purchased pursuant to this Quote, Customer agrees (a) to be bound by the terms hereof and Life Fitness' Master Subscription Agreement found at <https://www.lifefitness.com/en-us/legal/subscriptions>; and (b) the subscription period set forth in the invoice ("Subscription Term") shall be non-cancelable during the Subscription Term and will automatically renew for a term equivalent in length to the then expiring Subscription Term at Life Fitness' then current Subscription charges. Either Customer or Life Fitness may elect to terminate any Subscription Services by providing notice in compliance with the Subscription Agreement.
18. Financing options are available through Life Fitness Leasing. For more information, please contact your local sale representative.
19. This Quote may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

ADDITIONAL TERMS OF SALE – CONSUMERS:

20. By accepting this Quote, Customer agrees to be bound by the terms hereof and Life Fitness' standard Terms and Conditions of Sale – Direct To Consumer found at <https://www.lifefitness.com/en-us/legal/terms-conditions>, as may be amended from time to time.
21. **ALL SALES ARE FINAL. NO RETURNS, REFUNDS, OR EXCHANGES EXCEPT AS PROVIDED IN THE TERMS AND CONDITIONS OF SALE – DIRECT TO CONSUMER.**
22. All Items above shall apply except for Items No. 1, 2, 4, 7, 8 and 13.

Quote Approval	USD OPERATING UNIT
Signature _____	Signature _____
Name _____	Name _____
Title _____	Title _____
Date of Acceptance _____	
Company	CORY LAKE COMMUNITY DEVELOPMENT DISTRICT

CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

AI

**SUMMARY OF MOTIONS MINUTES OF MEETING
CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Cory Lakes Community Development District held a Regular Meeting on December 15, 2022 at 6:00 p.m., at the Cory Lake Beach Club, 10441 Cory Lake Drive, Tampa, Florida 33647. Members of the public were able to listen and/or participate via Zoom, at <https://us02web.zoom.us/j/83397954590>, and telephonically at 1-929-205-6099, Meeting ID: 833 9795 4590, for both.

Present were:

Jorge Castillo	Chair
Ann Belyea	Vice Chair
Ronald Acoff	Assistant Secretary
Rene Fontcha	Assistant Secretary
Cynthia McIntyre	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Amanda Evans	Office Administrator
John Hall	Facilities Manager
Kemuel Henderson (via Zoom)	Allied Universal
Rich Carpenter	Resident/LAF Committee Member
Sheryl Springer	Resident/Security Committee Member

Residents present were:

Sudhir Shah	Ryan Foster	Carlos Guzman	Sean Foster
Don Taylor	Brian Little	Angela Delgado	Alicia Furneski
Other Residents			

On MOTION by Ms. Belyea and seconded by Mr. Fontcha, with Ms. Belyea, Mr. Fontcha, Mr. Acoff and Mr. Castillo in favor and Ms. McIntyre dissenting, appointing Mr. Castillo as Chair, was approved. (Motion passed 4-1)

On MOTION by Mr. Acoff and seconded by Ms. McIntyre, with Mr. Acoff and Ms. McIntyre in favor and Mr. Castillo, Ms. Belyea and Mr. Fontcha dissenting, appointing Mr. Acoff as Vice Chair, was not approved. (Motion failed 2-3)

On MOTION by Mr. Castillo and seconded by Mr. Fontcha, with Mr. Castillo, Mr. Fontcha and Ms. Belyea in favor and Mr. Acoff and Ms. McIntyre dissenting, appointing Ms. Belyea as Vice Chair, was approved. (Motion passed 3-2)

On MOTION by Mr. Castillo and seconded by Mr. Fontcha, with all in favor, Resolution 2023-02, Designating Certain Officers of the District, as nominated, and Providing for an Effective Date, was adopted.

On MOTION by Ms. McIntyre and seconded by Ms. Belyea, with all in favor, scheduling a town hall meeting prior to the February or March 2023 Regular CDD Meeting, was approved.

On MOTION by Mr. Fontcha and seconded by Mr. Castillo, with Mr. Fontcha, Mr. Castillo, Ms. McIntyre and Ms. Belyea in favor, and Mr. Acoff dissenting, authorizing Management to provide an outline and present gym option proposals, was approved. (Motion passed 4-1)

On MOTION by Ms. McIntyre and seconded by Ms. Belyea, with Ms. McIntyre, Ms. Belyea, Mr. Castillo, and Mr. Acoff in favor, and Mr. Fontcha dissenting, authorizing Management to present a professional surveyor proposal and schedule town hall meetings, was approved. (Motion passed 4-1)

On MOTION by Ms. McIntyre and seconded by Mr. Acoff, with Ms. McIntyre and Mr. Acoff in favor, and Mr. Castillo, Ms. Belyea and Mr. Fontcha dissenting, creating a separate account for true surplus over current CPS, was not approved. (Motion failed 2-3)

On MOTION by Mr. Acoff and seconded by Ms. Belyea, with all in favor, the November 17, 2022 Summary of Motions and Regular Meeting Minutes, as amended, and November 18, 2022 through December 14, 2022 Sunshine Board Online Workshop Meeting Minutes and December 5, 2022 LAF Meeting Minutes, as presented, were approved.

CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

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**MINUTES OF MEETING
CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT**

The Board of Supervisors of the Cory Lakes Community Development District held a Regular Meeting on December 15, 2022 at 6:00 p.m., at the Cory Lake Beach Club, 10441 Cory Lake Drive, Tampa, Florida 33647. Members of the public were able to listen and/or participate via Zoom, at <https://us02web.zoom.us/j/83397954590>, and telephonically at 1-929-205-6099, Meeting ID: 833 9795 4590, for both.

Present were:

Jorge Castillo	Chair
Ann Belyea	Vice Chair
Ronald Acoff	Assistant Secretary
Rene Fontcha	Assistant Secretary
Cynthia McIntyre	Assistant Secretary

Also present were:

Chuck Adams	District Manager
Amanda Evans	Office Administrator
John Hall	Facilities Manager
Kemuel Henderson (via Zoom)	Allied Universal
Rich Carpenter	Resident/LAF Committee Member
Sheryl Springer	Resident/Security Committee Member

Residents present were:

Sudhir Shah	Ryan Foster	Carlos Guzman	Sean Foster
Don Taylor	Brian Little	Angela Delgado	Alicia Furneski
Other Residents			

FIRST ORDER OF BUSINESS

Call to Order/Roll Call/Pledge of Allegiance

Mr. Castillo called the meeting to order at 6:00 p.m. Supervisors Castillo, Belyea, Acoff and McIntyre were present. Supervisor Fontcha was not present at roll call.

SECOND ORDER OF BUSINESS

Chairman's Opening Comments

*Disclaimer: Readers should be aware that these **summary minutes** are intended to provide highlights of topic discussions and items being considered.*

40 Mr. Castillo welcomed and thanked everyone for attending the meeting.

41

42 **THIRD ORDER OF BUSINESS**

Other Supervisors' Opening Comments

43

44 Mr. Acoff stated that, at the well-attended Unity Walk, he met several homeowners that
45 he had never met. He commended Ms. Evans on a great job on the boat parade. He feels
46 encouraged by the feeling of synergy and participation in the community and asked residents to
47 persevere, remain positive and continue to move in the right direction.

48 Ms. McIntyre thanked everyone who supported her in becoming a CDD Board Member
49 and stated that she and her supporters created a movement for change. She encouraged
50 residents to get involved by joining subcommittees and speaking up at meetings. She voiced her
51 love for the community and stated that the other Board Supervisors feel the same and are
52 united in moving the community forward with sound fiscal management of the CDD's funds.

53 Ms. Belyea welcomed Ms. McIntyre and stated that she looks forward to working
54 together to bring about a good turnout for CLI.

55 Mr. Castillo welcomed Ms. McIntyre and noted none of the Board Members have a
56 hidden agenda. The budget is transparent and has always been so during his eight years on the
57 Board. The budget is available to the community. The Board welcomes resident input.

58 Mr. Fontcha thanked all attendees, welcomed Ms. McIntyre and noted that there were
59 several new faces at the meeting, which is positive. He wants to move the community forward
60 and have a positive, constructive meeting.

61 Mr. Castillo stated the pledge of allegiance was not recited because the flag was not in
62 the meeting room; however, it will be at the next meeting.

63

64 **FOURTH ORDER OF BUSINESS**

**Public Comments (*agenda items*) [3
minutes per speaker]**

65

66

67 Resident Brian Little stated he and his family participated in the boat parade and had a
68 great time. He suggested adding a light or intermittent flash on the lake for next year's parade
69 so that the buoys are visible to the boaters.

70 Resident Heather Thompson voiced her opposition to the gym expansion, asked the
71 Board to consider restricting CDD events to residents and their guests and stated she took an
72 unofficial poll and several homeowners feel the same. Residents want the pool rules extended
73 to CDD events, such that guests can be allowed in but the general public be prohibited.

74 Resident Rich Carpenter voiced his opinion that the first paragraph of the Beach Club
75 Usage Agreement is confusing and recommended deleting the first paragraph and starting with
76 the second paragraph, which is clearer and better-stated.

77 Resident Sean Foster suggested the CDD support and help facilitate a Super Bowl party
78 at the Clubhouse, as it would be an excellent opportunity to bring the community together.

79 Resident Carlos Guzman congratulated Ms. McIntyre on her election to the Board and
80 voiced his hope that the CDD Board goes in the direction of saving rather than borrowing
81 money. In his opinion the CDD does not need to construct a new gym when it is already in debt.

82 Resident Sudhir Shah felt that the holiday decorations have the “wow factor” that was
83 desired. He asked Mr. Hall to have the two monuments near Morris Bridge painted within the
84 next week. He hopes the Board will continue maintenance of the community, such as the
85 pavers at the Cross Creek entrance, and that Ms. McIntyre will disassociate herself from certain
86 individuals, as there was misinformation regarding the recent boat parade.

87 Ms. McIntyre read resident emails she received regarding the following:

88 ➤ Resident Heidi Krizia voiced her support of town halls and her position that the CDD
89 should be fiscally-sound with a plan to address the new deck and the roofs prior to making any
90 major investment decisions.

91 ➤ Residents Bob and Heather Regal asked her to convey to the Board to “Please vote
92 against a new gym and to not raise resident’s rates.”

93 ➤ Resident Don Taylor sent images of items that he noted during a recent walk around the
94 community, which were brought to Mr. Hall’s attention, including temporary service meters on
95 Cory Lake Drive. Per Ms. McIntyre, Mr. Hall will email the POA regarding the meters.

96 Ms. McIntyre read the following letter from resident Jack Hatter into the record:

97 “I am over 80, I don’t drive. I am handicapped and for the most part, housebound. I also
98 have limited patience with what I charitably refer to as any painstakingly long process such as

99 what I have witnessed in this community. Residents have a right to expect well-thought-out
 100 written alternatives, finalized with pros and cons and financial impacts. They should be
 101 summarized and mailed out to residents for a vote, which would include yeas, nays and
 102 abstentions. Nothing passes without the majority of all votes, including those residents who are
 103 remote owners. Surveys, at the beginning of this process, to approve proposed intentions
 104 would also avoid any time-wasting consideration of issues like a new gym or a allowing 14-year-
 105 olds to reserve the Clubhouse. I strongly support surveys because not everyone can attend
 106 these meetings or has the patience to listen to hours of discussion about matters that could
 107 easily be summarized and voted on by survey. Also, in person town halls are okay for discussion
 108 but never for voting because they are too hard for people with handicaps and with the elderly
 109 which could infringe on their rights, as a lawyer and weigh in on this.”

110

111 **FIFTH ORDER OF BUSINESS**

**Administration of Oath of Office to Newly
 Elected Supervisors, Ann Belyea [SEAT 4]
 and Cynthia McIntyre [SEAT 5] (the
 following to be provided in a separate
 package)**

112

113

114

115

116

117 Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath
 118 of Office to Ms. Ann Belyea and Ms. Cynthia McIntyre. He briefly explained and provided the
 119 following items:

120 **A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**

121 **B. Membership, Obligations and Responsibilities**

122 **C. Financial Disclosure Forms**

123 **I. Form 1: Statement of Financial Interests**

124 **II. Form 1X: Amendment to Form 1, Statement of Financial Interests**

125 **III. Form 1F: Final Statement of Financial Interests**

126 **D. Form 8B – Memorandum of Voting Conflict**

127

128 **SIXTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-02,
 Designating Certain Officers of the District,
 and Providing for an Effective Date**

129

130

131 Mr. Castillo presented Resolution 2023-02.

132 Discussion ensued regarding nominations for Chair and Vice Chair and Board Members
133 discussed their opinions of who should serve in the various positions.

134 ➤ Discussion ensued regarding a succession plan, POA versus CDD conflicts of interest,
135 recusals, obtaining a written opinion from District Counsel and inviting District Counsel to a
136 future meeting to clarify legal issues.

137 Ms. McIntyre nominated Mr. Fontcha as Vice Chair and Mr. Fontcha declined.

138 Mr. Adams will invite Mr. Babbar to a future meeting to address conflicts of interest.

139

On MOTION by Ms. Belyea and seconded by Mr. Fontcha, with Ms. Belyea, Mr. Fontcha, Mr. Acoff and Mr. Castillo in favor and Ms. McIntyre dissenting, appointing Mr. Castillo as Chair, was approved. (Motion passed 4-1)

143

144

On MOTION by Mr. Acoff and seconded by Ms. McIntyre, with Mr. Acoff and Ms. McIntyre in favor and Mr. Castillo, Ms. Belyea and Mr. Fontcha dissenting, appointing Mr. Acoff as Vice Chair, was not approved. (Motion failed 2-3)

148

149

On MOTION by Mr. Castillo and seconded by Mr. Fontcha, with Mr. Castillo, Mr. Fontcha and Ms. Belyea in favor and Mr. Acoff and Ms. McIntyre dissenting, appointing Ms. Belyea as Vice Chair, was approved. (Motion passed 3-2)

154

155

156 The following slate of officers was nominated:

157	Jorge Castillo	Chair
158	Ann Belyea	Vice Chair
159	Chesley E. Adams. Jr.	Secretary
160	Rene Fontcha	Assistant Secretary
161	Ron Acoff	Assistant Secretary
162	Cynthia McIntyre	Assistant Secretary
163	Craig Wrathell	Assistant Secretary

164 No other nominations were made. Prior appointments by the Board for Treasurer and
165 Assistant Treasurer remain unaffected by this Resolution.

166

167 **On MOTION by Mr. Castillo and seconded by Mr. Fontcha, with all in favor,**
168 **Resolution 2023-02, Designating Certain Officers of the District, as nominated,**
169 **and Providing for an Effective Date, was adopted.**

170

171

172 Mr. Acoff suggested moving the financials up on the agenda. Mr. Adams will have the
173 financials placed after public comments.

174

175 **SEVENTH ORDER OF BUSINESS**

Staff Updates

176

177 **A. Landscape Maintenance**

178 There was no update.

179 **B. Allied Universal**

180 Mr. Henderson reported that a new Security Officer was engaged and will start on
181 Monday.

182 Mr. Henderson responded to questions regarding staffing, turnover, resident
183 complaints, rover schedule, best practices and reducing the risk of vehicle break-ins. Ms.
184 McIntyre asked if the rovers could follow an irregular schedule. Asked for his input regarding
185 security, Mr. Hall stated the concern of residents not answering their phones when guards call
186 to clear visitors; he suggested residents store the telephone numbers of the gatehouses in their
187 phones so that the numbers are recognizable. Ms. Evans will send an e-blast to residents
188 regarding saving security numbers in their phones and updating their security profiles. Mr.
189 Acoff urged Mr. Henderson to notify the board of all issues that need to be addressed.

190

191 **EIGHTH ORDER OF BUSINESS**

Staff Report - Office Administrator:
Amanda Evans

192

193

194 • **Consideration of Beach Club Usage Agreement**

195 Ms. Evans presented the December 2022 Office Administrator & Events Report.

196 Discussion ensued regarding vendors, food trucks, security concerns and protocols and
197 whether to open CDD cultural events to the public.

198

199 **NINTH ORDER OF BUSINESS**

**Discussion: Town Hall Meeting Regarding
200 Gym Improvements**

201

202 • **Discussion: Previous Gym Expansion Estimates**

203 Mr. Castillo recalled discussion at the last meeting regarding capital improvements and
204 gym expansion and stated that the Board would like to hear from homeowners and the best
205 way to do that is to schedule town halls.

206 Discussion ensued regarding the town hall process, who would be in attendance, who
207 would moderate, scheduling a town hall in the first quarter of 2023, the gym improvement
208 information that was previously compiled by Staff in 2017, including previous plans and costs
209 and presenting homeowners with a tangible plan and options.

210

211 **On MOTION by Ms. McIntyre and seconded by Ms. Belyea, with all in favor,
212 scheduling a town hall meeting prior to the February or March 2023 Regular
213 CDD Meeting, was approved.**

214

215

216 Ms. McIntyre asked how many town halls would be needed regarding the gym
217 improvements. Mr. Adams stated the number is at the discretion of the Board but more than
218 one was suggested, for attendance purposes.

219 Mr. Fontcha recalled that Mr. Adams was previously tasked with setting a plan in
220 motion and obtaining proposals. Mr. Adams stated three rough design options and a rough cost
221 estimate were presented in 2017 and the Board and Staff discussed the hurdles involved with
222 expanding the gym, survey results and location. A few years later, a location was identified and
223 a site plan was presented. An updated price for site development is needed to go along with
224 the original proposals for the three options and a price escalator must be applied to the figures
225 from 2017. The information can be organized and presented to the Board and the Board must
226 decide if it wants to schedule a town hall at the beginning of a regular CDD meeting or as a
227 stand-alone meeting.

228 Discussion ensued regarding design criteria, guidelines and scope, hiring an Engineering
229 Consultant, hiring a professional to develop another survey and taking votes on the next steps.

230

231 **On MOTION by Mr. Fontcha and seconded by Mr. Castillo, with Mr. Fontcha,**
232 **Mr. Castillo, Ms. McIntyre and Ms. Belyea in favor, and Mr. Acoff dissenting,**
233 **authorizing Management to provide an outline and present gym option**
234 **proposals, was approved. (Motion passed 4-1)**

235

236

237 **On MOTION by Ms. McIntyre and seconded by Ms. Belyea, with Ms. McIntyre,**
238 **Ms. Belyea, Mr. Castillo, and Mr. Acoff in favor, and Mr. Fontcha dissenting,**
239 **authorizing Management to present a professional surveyor proposal and**
240 **schedule town hall meetings, was approved. (Motion passed 4-1)**

241

242

243 **▪ Acceptance of Unaudited Financial Statements as of October 31, 2022**

244 **This item, previously the Fourteenth Order of Business, was presented out of order.**

245 Mr. Adams presented the Unaudited Financial Statements as of October 31, 2022.

246 Mr. Adams responded to questions regarding the “Total liabilities and fund balances”,
247 “Seasonal decorations”, “Unassigned” and “3 months working capital” line items, the balance of
248 the \$700,000 loan, the notes on Page 4, increase to fund balance and the debt service.

249 Mr. Acoff felt that the reserves should be set aside from the operating budget.
250 Regarding best practices for public accounting, Mr. Adams stated that protection of the public
251 assets, meaning the cash, is first requirement, followed by availability; the actual yield is the
252 last priority. He discussed treasury-backed money markets, insured cash sweep (ICS),
253 investment vehicles, collateralization and public depository requirements.

254 Regarding a request to earmark reserves for shortfalls, Mr. Adams stated that is a policy
255 decision of the Board and he previously gave his recommendations, based on his 30 years in the
256 business. The preferred strategy by his clientele is to transfer assets from an HOA over to a CDD
257 because an HOA has a reserve requirement by law on certain assets. The CDD will issue
258 financing and current homeowners will pay for the 20 or 30 years of that financing. The Board
259 can take a different direction but it must keep in mind that Capri residents are still paying on
260 the initial bond.

261 Discussion ensued regarding creating a separate reserve account for savings, simplifying
262 the financials, the money market account, governmental accounting, the operating budget, tax
263 implications and the POA budget format.

264 Mr. Adams will confer with the Controller regarding simplifying the financials to provide
265 best accounting practices data and to prepare a separate accounting schedule/sources and uses
266 of funds document and include general ledger entries on all future financials.

267

On MOTION by Ms. McIntyre and seconded by Mr. Acoff, with Ms. McIntyre and Mr. Acoff in favor and Mr. Castillo, Ms. Belyea and Mr. Fontcha dissenting, creating a separate account for true surplus over current CPS, was not approved. (Motion failed 2-3)

268

269

270

271

272

273

274 The financials were accepted.

275

276 **TENTH ORDER OF BUSINESS**

**Discussion/Consideration of Speeding
Camera Estimates**

277

278

279 Referencing a handout, Mr. Adams presented a screenshot of the Traffic Logix Guardian
280 Pro Camera System and stated the unit is flexible, portable and Mr. Hall obtained a proposal.

281 Mr. Hall presented the Traffic Logix Speeding Camera proposal, in the amount of \$2,250
282 per year. He responded to questions about the technology, current camera system and radar.

283 The Board and Staff discussed the cost of the camera, Covenants, the POA and whether
284 to engage the Hillsborough County Sheriff’s Office, Florida Highway Patrol (FHP) or Tampa
285 Police Department (TPD) to patrol the neighborhood.

286 Mr. Hall will ask the County about the feasibility of contracting its patrol services.

287

288 **ELEVENTH ORDER OF BUSINESS**

**Discussion: Community Announcement
Marquee Usage by Resident Groups**

289

290

291 Mr. Adams recalled a request at the last meeting to include and agenda items about
292 allowing resident groups to use the community notice boards at the two gatehouses.

293 Discussion ensued regarding whether to allow resident groups to use the marquees for
294 announcements, referring resident groups to the Islander Newsletter and including disclaimers
295 in the Islander that any events advertised in the magazine are not CDD-endorsed. The
296 consensus was for the CDD to remain neutral with regard to event promotions.

297

298 **TWELFTH ORDER OF BUSINESS**

Committee Reports

299

300 **A. Security**

301 Ms. Springer announced that the Committee invited TPD to attend a meeting on
302 Monday, January 23, 2023 at 6:30 p.m., at the Beach Club for a question-and-answer session.
303 She hoped everyone in the community, including the CDD Supervisors, would attend.

304 Asked about advertising, Ms. Springer stated the event will be posted in the Islander and
305 on Nextdoor and she will have a resident post it in the CLI Facebook page.

306 **B. Landscape Aquascape Facilities (LAF)**

307 The December LAF Committee Report was included for informational purposes.

308

309 **THIRTEENTH ORDER OF BUSINESS**

Approval of Minutes

310

311 **A. Board of Supervisors: November 17, 2022**

312 **I. Summary of Motions**

313 Line 32: Change "Carlene" to "Colleen"

314 **II. Regular Meeting**

315 The following changes were made:

316 Line 32: Change "Carlene" to "Colleen"

317 Line 81: Change "Resident Roberta Carroll" to "Ms. Belyea"

318 Line 353: Change "there is no way of regulating" to "the CDD is not sponsoring"

319 **III. Action/Agenda or Completed Items**

320 This item was not addressed.

321 **B. Sunshine Board Online Workshop: November 18, 2022 – December 14, 2022 (to be**
322 ***provided under separate cover*)**

323 **C. LAF Committee: December 5, 2022**

324 D. Other

325

326

327

328

329

330

On MOTION by Mr. Acoff and seconded by Ms. Belyea, with all in favor, the November 17, 2022 Summary of Motions and Regular Meeting Minutes, as amended, and November 18, 2022 through December 14, 2022 Sunshine Board Online Workshop Meeting Minutes and December 5, 2022 LAF Meeting Minutes, as presented, were approved.

331

332

333

Mr. Castillo felt that the Club Usage Agreement should be discussed.

334

Ms. Belyea stated that Mr. Carpenter already recommended removing the first paragraph and she referred to the CDD Rules and Regulations in revising it.

336

Discussion ensued regarding the new revision that must be made, alcohol and non-alcohol events, the security deposit, reserving the clubhouse, accepting cashier’s checks instead of cash, developing policy guidelines for residents who leave a mess, creating a partial user agreement for small groups, Clubhouse operating hours, exclusive use of the facilities and fingerprint access for Clubhouse usage.

341

The consensus was to create a new policy, including that misuse of the Clubhouse will result in losing the privilege of using the space and only small groups of up to 10 residents may use the facility without executing a user agreement.

344

345 **FOURTEENTH ORDER OF BUSINESS**

Acceptance of Unaudited Financial Statements as of October 31, 2022

346

347

348

This item was presented following the Ninth Order of Business.

349

350 **FIFTEENTH ORDER OF BUSINESS**

Staff Reports

351

352

A. District Engineer: *Johnson Engineering, Inc.*

353

- **Update: Weir Replacement Proposals**

354

Mr. Adams stated the District Engineer update was previously distributed to the Board and the proposals for the weir project will be presented at the next meeting.

356

B. Facilities Manager: *John Hall*

357 • **Consideration of Proposals to Improve Monuments**

358 Mr. Hall stated that the proposals for the monuments and entrances are pending and
359 will likely be submitted by the next meeting.

360 • **Update: Geotech Study Costs for Manholes Within Community**

361 Mr. Hall stated that the District Engineer is working with companies. He is trying to get
362 them to update their pricing because the pricing previously submitted might have changed.

363 Mr. Hall presented the December 2022 Activity Report and highlighted the following:

364 ➤ Ryan Homes (RH) had the survey done and needs to finish all the drawings and will
365 submit them to the District Engineer, Southwest Florida Water Management District
366 (SWFWMD) and the City of Tampa (COT).

367 ➤ Sourcing the fence materials for the resident fences is underway so the fences can be
368 returned to normal.

369 ➤ Per the RH Project Manager, as materials come in, RH will try to install them as opposed
370 to waiting for all the materials to arrive and doing it all at one time.

371 ➤ Coordination with the COT's contractor and the paver contractor to facilitate the
372 completion of the sewer manholes is underway.

373 Mr. Hall and Mr. Adams responded to questions about fence installations, manholes,
374 paver project, Cachet Isle drainage issue, towing company, well installation, alligator trapping,
375 insurance payments, new boat purchase, POA covenants regarding towing, low voltage lights
376 and unpainted doors in the gym.

377 Staff will invite the POA and District Counsel to the next meeting and include towing
378 issues as a discussion item on the next agenda.

379 **C. District Manager: *Wrathell, Hunt and Associates, LLC***

380 • **NEXT MEETING DATE: January 19, 2023 at 6:00 P.M.**

381 ○ **QUORUM CHECK**

382 The next meeting would be held on January 19, 2023.

383

384 **SIXTEENTH ORDER OF BUSINESS**

Other Business

385

386 There were no other business items.

387 SEVENTEENTH ORDER OF BUSINESS Public Comments (*non-agenda items*)

388

389 Resident Don Taylor voiced his opposition to the purchase of speed cameras and the
390 gym expansion and commented on the Clubhouse Usage Agreement and the POA.

391 A resident expressed opposition to speed cameras and voiced her opinion that residents
392 are disrespectful of others when speeding and not cleaning up after themselves at the pool.

393 Discussion ensued regarding the Pool Rules and Regulations.

394 Mr. Ryan Foster asked if the CDD has contingency plans if the POA fails or becomes
395 insolvent. Mr. Acoff stated it will be raised with the District Counsel at the next meeting.

396 Mr. Little pointed out that walking in the streets in neighborhoods with sidewalks is in
397 violation of Florida Law and stated pedestrians should not be walking in the streets.

398 Resident Alicia Furneski questioned consideration of the gym expansion if the CDD is
399 broke. She supports more transparency in the financials and suggested having a quick course
400 to explain the budget. She voiced opposition to purchasing new speed cameras.

401

402 EIGHTEENTH ORDER OF BUSINESS Supervisors' Requests

403

404 Ms. McIntyre suggested the following:

405 ➤ Agenda Discussion Item: District Counsel Advise on CDD Liability Regarding Tennis
406 Instructors

407 ➤ Agenda Item: District Counsel Sunshine Law Discussion

408 ➤ Have Mr. Hall schedule an educational class for residents about the CDD's alligator
409 policies.

410 ➤ Agenda Discussion Item: Replace Spirit Committee with the 45-Member Social Club

411

412 NINETEENTH ORDER OF BUSINESS Adjournment

413

414 There being no further business to discuss, the meeting adjourned at 10:15 p.m.

415

416

417

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

418
419
420
421
422
423

Secretary/Assistant Secretary

Chair/Vice Chair

CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

AIII

CORY LAKE CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
1	10.21.21	ACTION	Mr. Chang: Adjust Work Authorization proposal costs & email revised cost opinion & sample exhibits to BOS before Nov mtg.			X	11.18.21
2	10.21.21	ACTION	Per Mr. Castillo, by the next meeting Mr. Steve Small to compile a list of the areas where light posts in the community need to be raised.			X	04.21.22
3	10.21.21	ACTION	Mr. Hall to obtain security proposals & present at the next meeting.			X	11.18.21
4	10.21.21	ACTION	Per Mr. Castillo, Staff to contact Envera and have them include an addendum to the contract regarding a report submittal timeframe. PER 01.20.22 MEETING – NO LONGER NECESSARY				01.20.22
5	10.21.21	AGENDA	Mr. Hall to have City manhole repairs update on future agendas.			X	3.17.22
6	10.21.21	ACTION	Staff to negotiate two-ply underlayment option with Roof X for a NTE amount of \$220,000; otherwise, secure the single-ply for \$195,000.			X	11.18.21
7	10.21.21	ACTION	Mr. Hall to send a follow-up email to Mr. Eric Wiess and Mr. Brad Baird of the COT regarding the recent meeting and copy Mr. Adams.			X	11.18.21
8	10.21.21	ACTION	Mr. Hall to change the fountain hours of operation from 7:15 a.m. to 10:00 p.m. to 8:00 a.m. to 8:00 p.m.			X	11.18.21
9	10.21.21	ACTION	Mr. Adams: Confirm whether stickers can be put on windows of vehicles parked on streets and report findings prior to next meeting.			X	11.18.21
10	10.21.21	ACTION	Mr. Hall: Obtain quotes and requirements for community dumpster at the storage area for large bulk trash items such as mattresses			X	12.16.21
11	10.21.21	AGENDA	Mr. Adams: Include Facility Rental Policy and rates on next agenda.			X	11.18.21
12	10.21.21	AGENDA	Mr. Adams: Include Engineer's Weir Cost Opinion on the next agenda.			X	11.18.21
13	10.21.21	AGENDA	Mr. Adams: Have FineMark Term Sheet discussion item on next agenda.			X	11.18.21
14	11.18.21	ACTION	Mr. Chang: Obtain a quote from a Geotechnical Engineer and update the work authorization for presentation at the next meeting.			X	12.16.21
15	11.18.21	ACTION/AGENDA	Mr. Adams: Draft letter to homeowners of all positive things that the Board has done, is currently considering, including challenges, forward it to Board Members for feedback and include it on the next agenda.			X	01.20.22
16	11.18.21	ACTION	Ms. Schewe: Revise Clubhouse Rental Policy & present at next meeting.			X	01.20.22
17	11.18.21	ACTION	Mr. Hall to invite representatives from GuardOne, Securitas and Trident Protective Services to the January meeting.			X	01.20.22
18	11.18.21	ACTION/AGENDA	Mr. Shah to email letter regarding road privatization to Mr. Adams to disseminate to the other Supervisors and include on the next agenda.			X	12.16.21

CORY LAKE CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
19	11.18.21	ACTION	Mr. Shah: Ask a pharmacist to coordinate with Ms. Schewe to set up the vaccine event for children aged 5 to 11.			X	12.16.21
20	11.18.21	ACTION	Mr. Hall: Issue modified post orders to security to put stickers on vehicles blocking sidewalks & parked on street, photograph & notate it.			X	12.16.21
21	11.18.21	ACTION	Ms. Schewe: Forward newsletters to Admin to post on CDD website.	X			
22	12.16.21	ACTION	Ms. Schewe: Contact neighboring CDDs re: reservation blackout dates & report findings at the next meeting.			X	01.20.22
23	12.16.21	AGENDA	Mr. Adams: Include "Facility Rental Policy/Rates" on the next agenda.			X	01.20.22
24	12.16.21	AGENDA	Staff: Add discussion on next agenda about allowing future POA updates on CDD agendas.			X	01.20.22
25	12.16.21	ACTION	Mr. Hall: Invite 3 security firms to the next meeting.			X	01.20.22
26	12.16.21	ACTION	Mr. Hall: Invite Mr. Tim Gay to the next meeting.			X	06.16.22
27	12.16.21	ACTION	Staff: Invite an OLM representative to the February meeting.			X	06.16.22
28	01.20.22	ACTION	Mr. Hall: Research security contractors references and email to Board.			X	03.17.22
29	01.20.22	ACTION	Ms. Schewe: Modify the Social Media policy and email it to the Board.			X	02.17.22
30	01.20.22	ACTION	Ms. Schewe: Revise CLI Facility Rental Policy, subject to items discussed.			X	02.17.22
31	01.20.22	ACTION	Ms. Schewe: Notify Barbados/Java residents-manhole repair dates.			X	02.17.22
32	01.20.22	ACTION	Ms. Schewe: Forward emails to Mr. Forbes & Ms. Springer re: setting up Zoom meeting with the Board.			X	02.17.22
33	01.20.22	AGENDA	Mr. Adams: Include joint POA/CDD meeting for the first hour of the February meeting & add "Resolving Street Parking" as a discussion item.			X	02.17.22
34	01.20.22	AGENDA	Mr. Adams: Put "Security Proposal Consideration" & "Holiday Lighting Presentation – Tim Gay" as discussion items on the February agenda.			X	06.16.22
35	02.17.22	ACTION	Mr. Hall: Secure and present updated final proposals from SI and Allied.			X	03.17.22
36	02.17.22	AGENDA	Mr. Adams to include "Security Proposal Consideration" with proposals from Allied and SI on the March agenda.			X	03.17.22
37	02.17.22	ACTION	Ms. Schewe: E-blast residents every 10 days to join CDD Facebook page.	X			
38	02.17.22	ACTION	Mr. Hall to order "no music" signage for the basketball courts and "no hard balls allowed" for the cricket field.			X	06.16.22
39	02.17.22	ACTION	Mr. Hall: Confer with rover about Mr. Sanyam Shah's comments.			X	03.17.22
40	02.17.22	AGENDA	Mr. Adams: Add "TPD Presence & Traffic Enforcement" to March ag.			X	003.17.22

CORY LAKE CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
41	02.17.22	AGENDA	Mr. Adams: Include "Discussion/Review: Recommended Post Order Revisions from Security Committee Co-Chair" on the March Agenda.			X	03.17.22
42	02.17.22	AGENDA	Mr. Adams: Include "Consideration: Award of Security Contract to either Allied or Securitas" on the next agenda.			X	3.17.22
43	03.17.22	ACTION	Ms. Schewe: Send additional e-blast & post a link stressing pool safety.			X	06.16.22
44	03.17.22	ACTION	Mr. Hall: Inspect lake behind Mr. Sideique's home & damaged Capri Isle fence & check lights on volleyball court.			X	06.16.22
45	03.17.22	ACTION/AGENDA	Mr. Adams: Email revised post orders to Board. Carry over post order revisions as a review/discussion item on the next agenda.			X	06.16.22
46	03.17.22	ACTION	Staff: Invite Allied reps to every meeting for the next 6 months.			X	06.16.22
47	03.17.22	ACTION	Mr. Adams to email policy specific to sidewalks and roads to the Board.			X	06.16.22
48	03.17.22	AGENDA	Mr. Adams: Put Commissioner Hagen's presentation on next agenda.			X	06.16.22
49	04.21.22	ACTION	County Commissioner Ken Hagen will provide an update on what the long-range plans were for the Chapel area in the next couple of months.			X	06.16.22
50	04.21.22	ACTION	Mr. Small: Provide suggestions & proposals to replace aged plants and provide amounts to Mr. Adams for Fiscal Year 2023 budget. Advise crew to clean up the hedges and debris toward Cross Creek Boulevard.			X	06.16.22
51	04.21.22	ACTION	Ms. Schewe: Post Reso 2022-04 on website, which contains relevant dates to be considered a candidate for the upcoming election.			X	06.16.22
52	04.21.22	ACTION	Ms. Schewe: Post Reso 2022-06 on website. Announce Parking/Towing Policy was approved at CDD meeting and will be effective May 1, 2022.			X	06.16.22
53	04.21.22	ACTION	Mr. Forbes: Email a sample Security Incident Report to the Board.			X	06.16.22
54	04.21.22	ACTION/AGENDA	Staff: Clean up latest version of the Post Orders and present the final draft version at the next meeting.			X	06.16.22
55	04.21.22	ACTION/AGENDA	Mr. Adams: Make "Security-Update: Allied Universal" stand-alone agenda item on agendas for the foreseeable future.			X	06.16.22
56	04.21.22	ACTION	Mr. Hall: Review what charges caused "Security-gate maintenance & Repair line item to exceed budget.			X	06.16.22
57	04.21.22	ACTION	Ms. Schewe: E-blast new office hours to be effective on May 1, 2022.			X	06.16.22
58	04.21.22	ACTION/AGENDA	WHA Staff: Move "Staff Reports-Office Administrator: Amanda Schewe" to after public comments.			X	06.16.22
59	04.21.22	ACTION	Mr. Hall: Email Mr. Holmes for outcome of the meeting on freon issue.			X	06.16.22

CORY LAKE CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
60	04.21.22	ACTION	Mr. Hall: Work with Ms. Schewe on e-blast regarding golf cart use.			X	06.16.22
61	04.21.22	ACTION/AGENDA	Mr. Carpenter: Provide Mr. Adams with landscape costs to redo the plantings at Cross Creek, to incorporate into the proposal Fiscal Year 2023 budget, which will be presented at the next meeting.			X	06.16.22
62	05.19.22	ACTION	Mr. Hall: Assist Mr. Shingala in finding a Site Engineer to repair the dispersion pond issue at the rear of 17923 and 17927 Cachet Isle Drive.			X	06.16.22
63	05.19.22	ACTION	Ms. Schewe: Email the Board's uniform choices to Mr. Henderson.			X	06.16.22
64	05.19.22	ACTION	Mr. Adams: Email updated budget changes list to Board. Ms. Schewe: Send Facebook budget season reminder & that FY 2023 budget will not be finalized until July mtg.			X	06.16.22
65	05.19.22	ACTION	Mr. Adams: Email a copy of the SOLitude contract to Mr. Acoff.			X	06.16.22
66	05.19.22	ACTION	Mr. Adams: Prep reconciliation sheet of sources & uses of \$700,000 loan for tracking purposes.			X	06.16.22
67	05.19.22	ACTION	Mr. Hall: Contact Construction Engineer re: safety concerns for motorists turning left onto CLI from Morris Bridge.			X	06.16.22
68	05.19.22	ACTION	Mr. Hall: Invite Tim from Holiday Illuminations to the June meeting.			X	06.16.22
69	05.19.22	AGENDA	Mr. Adams: Include holiday lighting discussion item on next agenda.			X	06.16.22
70	05.19.22	AGENDA	Mr. Adams: Include FY 2023 Budget Review discussion on next agenda.			X	06.16.22
71	06.16.22	ACTION	Ms. Schewe: Amend swim instructor contract and email to Ms. Agnew.	X			
72	06.16.22	ACTION	Ms. Schewe: Contact POA Board, LAF and the Color Committee to set a meeting date to discuss CLI's color palate.	X			
73	06.16.22	ACTION	Staff: Obtain COT's Emergency Plan for hurricanes.	X			
74	06.16.22	ACTION	Mr. Adams: Prep breakdown schedule listing sources and uses of funds and add check boxes for completed and pending items.			X	07.21.22
75	06.16.22	ACTION	Mr. Hall: Secure proposals to level soccer field & present at next mtg.			X	07.21.22
76	06.16.22	ACTION	Mr. Hall: Ask TPD for police patrols to CLI to control speeders.			X	07.21.22
77	06.16.22	ACTION	Mr. Adams: Finalize next joint POA/CDD mtg w/ Mr. Rawls of the POA.			X	07.21.22
78	06.16.22	AGENDA	Mr. Adams: Include improvements wish-list as presented previously.			X	07.21.22
79	07.21.22	AGENDA	Mr. Adams: Include Reso to consider slate of officers on next agenda.			X	08.18.22
80	07.21.22	ACTION	Mr. Adams would prepare an addendum to the holiday lighting contract	X			
81	07.21.22	ACTION	Mr. Hall: Write letter to Waste Management asking them to not damage the garbage cans.	X			

CORY LAKE CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
82	07.21.22	AGENDA	Mr. Adams: Put Security Update after Public Comments on all agendas.			X	08.18.22
83	07.21.22	ACTION	Ms. Schewe: Start email & the Facebook page campaign to alert TPD of security issues, info needed, time, etc. Continue to work with Becky and Mr. Henderson to make sure issues are getting addressed.			X	09.15.22
84	07.21.22	ACTION	Mr. Hall: Buy camera for No Wake Zone buoy & for Clubhouse kitchen.	X			
85	07.21.22	ACTION/AGENDA	Mr. Adams: Invite Tennis Coach to next meeting & include Tennis Contract discussion on next agenda.			X	09.15.22
86	08.18.22	ACTION	Ms. Schewe: Coordinate with Ms. Lawrence to formulate an event plan for the 5K run, based on prior events and report back to the Board.	X			
87	08.18.22	ACTION	Ms. Schewe: Draft rules for Beach Club usage similar to the gym and pool rules, including charging a deposit, for review at the next meeting.			X	09.15.22
88	08.18.22	ACTION	Mr. Adams: Update the financials to include the \$700,000 loan data for review at the next meeting.			X	09.15.22
89	08.18.22	ACTION	Mr. Hall: Contact COT about the sewer manholes, request credit from Envera due to broken radar system & ask Alex to report a perpetual.			X	09.15.22
90	08.18.22	AGENDA	Mr. Adams: Include dock inspection by the POA on the next agenda.			X	09.15.22
91	09.15.22	ACTION	Staff: Procure/prepare plaque expressing appreciation to Mr. Forbes for his service to the community by the next meeting.	X			
92	09.15.22	ACTION	Mr. Adams: Find out if Coach B's COI has been automatically updated.	X			
93	09.15.22	ACTION	Ms. Belyea: Help Ms. Schewe/Mr. Hall revise Clubhouse Usage Agmt 11.17.22 Ms. Evans: Gather Board comments/edits to Agreement & email to Ms. Belyea for revision and presentation at next meeting.	X			
94	09.15.22	ACTION	Mr. Adams: Email Clubhouse Usage language outlined by Ms. Springer, to Mr. Babbar for review.	X			
95	09.15.22	ACTION	Mr. Hall: Have the palms trimmed on the sidewalk side.	X			
96	09.15.22	ACTION	Mr. Adams and Mr. Hall: Ask TECO to waive the costs of the enhanced LED Streetlights and report outcome at the next meeting.	X			
97	09.15.22	ACTION	Coach B: Review his financial records and report back to the Board with the percentage of revenue owed to the CDD.	X			
98	09.15.22	AGENDA	Mr. Adams: Put "Community Speeding" discussion on October agenda.	X			
99	09.15.22	AGENDA	Mr. Adams: Include "Update: Landscape Maintenance" on all agendas.	X			

CORY LAKE CDD

#	MTG DATE ADDED TO LIST	ACTION OR AGENDA OR BOTH	ACTION/AGENDA or COMPLETED ITEM	ONGOING	POSSIBLY COMPLETED BEFORE NEXT MTG	COMPLETED	MTG DATE MOVED TO COMPLETED
100	09.15.22	ACTION	Mr. Adams: Ask Staff to email Ms. Belyea's agenda packet to her residence at address on Bible Pages.	X			
101	11.17.22	ACTION	Ms. Evans: Contact nearby communities about their recreational monitoring technology & apprise of her findings.	X			
102	11.17.22	ACTION/AGENDA	Mr. Adams: Retrieve previously-obtained gym expansion estimates, update and present at the next meeting.	X			
103	11.17.22	ACTION	Mr. Hall: Engage County FHP twice a week for 4-hour shifts to curtail holiday speeding.	X			
104	11.17.22	ACTION	Mr. Hall: Obtain proposals to improve the monuments.	X			
105	11.17.22	ACTION	Mr. Hall: Research cost of Geotech study & update at next meeting.	X			
106	11.17.22	ACTION	Mr. Adams: Notify insurance carrier of new Clubhouse roof.	X			
107	11.17.22	AGENDA	Mr. Adams: Put discussion of allowing resident groups to use marquee on next agenda.	X			
108	11.17.22	ACTION/AGENDA	Mr. Adams: Obtain weir replacement & stand-alone speed camera proposals for next meeting.	X			
109	11.17.22	AGENDA	Mr. Adams: Put "Pledge of Allegiance" after "Roll Call" on all agendas.	X			
110	12.15.22	ACTION	Mr. Hall: Email POA regarding repairing the service meters.	X			
111	12.15.22	AGENDA	Mr. Adams: Unaudited Financials after Public Comments on agendas.	X			
112	12.15.22	ACTION	Ms. Evans: E-blast reminding residents to update security profiles & store security numbers on their phones.	X			
113	12.15.22	ACTION	Mr. Adams: Have Mr. Pinder simplify financials to have best accounting practices data & prep separate accounting schedule w/ sources & uses of funds & include general ledger entries on financials.	X			
114	12.15.22	ACTION	Mr. Hall: Ask County about contracting its patrol services.	X			
115	12.15.22	ACTION	Staff: Invite POA members & District Counsel to the next meeting.	X			
116	12.15.22	AGENDA	Mr. Adams: Include towing issues discussion item on next agenda.	X			
117	12.15.22	AGENDA	Mr. Adams: Ask District Counsel to discuss Sunshine Law at next mtg.	X			

CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT

MINUTES

C

Committee: CORY LAKES COMMUNITY DEVELOPMENT DISTRICT
LANDSCAPE/AQUASCAPE/FACILITIES COMMITTEE

Date of Meeting: Monday, January 9, 2023 Next meeting: February 6, 2023
Time: 5:15 pm
Location: Cory Lakes Beach Club, 10441 Cory Lake Drive, Tampa, Florida
Attendees: John Hall, Facilities Manager; Cynthia McIntyre, Board Supervisor;
Stephanie Squires, Chair; Norma Walker; Dinah Lykthey; Rich Carpenter

Minutes

Call to Order: 5:22

Aquascape

Lake:

Trees (Cyprus especially) along the banks of the conservation areas are being overtaken with vines. John will get a proposal of costs to mitigate the damage and bring it to the next meeting. He will also see whether any products can be applied to rid trees of Spanish Moss.

Gates/Entrances/Gate houses

There are handmade signs at the entrances as well as construction cones which look very tacky. John will have the signs removed, and let those who placed the signs know that they are not to do so. John will get the cost of thin bollards, like those in the road at the Morris Bridge entrance so that they can be placed in the visitors' entrance to create a single lane of traffic closer to the gatehouse door.

Roadways:

The fencing along Branchton Church Road is mildewed and dirty, but since there have been no complaints, the committee agreed that the expense to clean it should not be undertaken at this time.

Recreation Areas:

The paint on the outside of the skate park walls is faded and needs painting. John will look into the paint needed for the surface and get it done.

Fitness Center:

John stated that he is waiting for Board approval to purchase any new equipment.

Old Business

The committee made no decision regarding the replacement of some of the outdated and over-used Beach Club furniture. John mentioned that one of the couches in the Beach Club and several of the lounge chairs in the pool area have been sliced with a knife. He is looking to get some repairs made to those damaged.

The committee discussed the holiday lighting, and the consensus was that it was the best we've had. Comments were made that the trees lighted along the white fence on the Cross Creek entrance were not needed, and John explained that they were mistakenly done this year, and would not be done next year. Another suggestion was to add more color to all the white lighting at the Morris Bridge entrance. It was noted that the light posts on the Cross Creek entrance seem to get lost with all the other lights on, however it was also noted that during the day, they were very noticeable and festive.

John informed that the well drilling has been completed to 500 feet deep at a cost of \$35,000 per well. Tests are being done for tannins, and if none is found, then there should be no further staining on the roads, plants, and monuments.

Other

John informed that last weekend 2 gate arms were broken – one on the resident entry at Cross Creek and one on the exit at Morris Bridge. Vehicles pushed against the arms to bend them and make them unusable. He has photos of the vehicles, and is waiting on reports of both vehicles to seek reparations for the damage.

Adjournment/Continuance: 6:12

CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT

STAFF
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B

Cory Lakes Community Development District

Facilities Manager

Jan. 2023, Activity Report

BEACH CLUB

1. Replaced a/c filters and cleaned drain lines. (Monthly)
2. Completed painting of Clubhouse.
3. Christmas decorations removed.

Pool

1. Cleaned AC filters and vacuumed drain lines.
2. Did with routine sanitation.
3. Cleaned mildew stains around the pool area. (Ongoing)
4. Replaced recirculating pump.
5. Replacing fountain feature pump and breaker.
6. Working on heater issues.

PLAYGROUND

1. Kept clean and organized. Lots of leaf litter this time of year.

GYM

1. Kept area clean and organized.
2. Replaced AC filters and flushed drain lines.
3. Helped with routine sanitation.
4. Working with Life Fitness on affordable equipment package for equipment replacement. Prices will increase again on Jan. 30 2023.
5. Completed paint project.

LANDSCAPING

1. Working on replacing and installing plants around the community. Replacing missing plants as they come up. (Ongoing)
2. Working on irrigation issues around the community. Ongoing
3. OLM inspection was on 1/8/2023. LMP awarded 97% rating.
4. LMP working on seasonal cutbacks.
5. LMP working on cleaning flowerbeds and conservation wood line as water levels recede.
6. Well drilling is completed.
7. LMP replaced the three Washingtonian Palms at the Cross Creek entrance due to lightning damage.

LAKE MANAGEMENT

1. Solitude was out this week and treated some of the lake for grass and algae.
2. Solitude looked at the buoys and they seem to be in place. Not as many resident complaints about them being moved as of late.
3. Solitude looked at the fish fence by the outflow structure and it will need the posts replaced due to rust and rot. This will be done sometime in February to allow the waters to recede so we can see the bottom of the fence during install.

SECURITY

1. Replaced batteries and pulled weekly reports.
2. Allied management still working on keeping gates staffed. Lots of new faces. Still having lots of turn over. Seems every week is a new face.
3. So far we have 18 street parking violators notified in January, 13 vehicles are in a towable status. So far no issues from residents that have been warned. Seems to be having positive affects.
4. CDD has approved one garage hardship to date.
5. Working out contract details with new towing vendor. New entrance signs in progress. Vendor keeps pushing the on site meeting.

OTHER ACTIONS

1. Working with District engineers on inspections of the community SWFWMD control structures. We are getting proposals to repair. Proposals to be provided at January meeting due to bid deadline being extended at vendors requests. Waiting on 1 more vendor to submit a bid.
2. Working with Ryan Homes on Capri Isle drainage issues. Contractor is working on homes along Anguilla Isle. Construction and sodding of the swales are complete. Had a few wash outs due to heavy rains. Contractor will be back out to repair. Working with Ryan Homes and their fence contractor on getting resident fences reinstalled. Ryan Homes is ordering parts and will fix each fence as the parts come in per Kevin King with Ryan Homes. So far all but 3 homes have been completed but fence vendor will have to come back out to fix an issue with how the fences were reinstalled.
3. Working with District engineer on drainage issue on Cachet Isle. Ongoing (Resident reported that they now have to find another Engineering company.
4. Working on adding ball stop safety netting along wood line by cricket pitch.. Trying to get updated date from vendor. Not until January.
5. Low voltage uplights on exit side may need to be replaced due to lightning strike. Working with manufacturer to try and replace under warranty but may not be covered for lightning damage. Removed 22 fixtures to return to manufacturer.
6. Holiday lighting has been removed.
7. City of Tampa has completed the repairs to the 7 manholes.

8. City of Tampa will be doing work to the three City maintained lift stations. A notice will be sent out before each project begins. No Start date yet.
9. Replaced the Morris Bridge exit arm due to being struck by vehicle. Working on gathering needed information for reimbursement by responsible party.
10. Replaced Cross Creek resident gate arm due to vehicle strike. Working on gathering needed information for reimbursement.

Cross-Creek Security Gatehouse

1. Replaced air filter and flushed drain line.
2. Oiled gate arms.
3. Envera will be replacing the fingerprint reader. The replacement unit was not provisioned with a card reader so residents with an access card due to poor fingerprints could not use the reader.
4. Bar code reader is not reading some barcodes. Some barcodes are needing to be replaced but there also seems to be an intermittent communication issue. Envera will be pulling new cable from the reader to the building.
5. Holiday lighting removed.

Morris Bridge Security Gatehouse

1. Replaced ac filter, flushed and vacuumed drain lines.
2. Holiday lights removed.
3. Replaced the gearbox and pulley on the resident gate arm.

Action Plan for Feb. 2023

1. Work with LMP on Landscape issues. Ongoing
2. Continue working with District Engineer on ongoing projects
3. Continue with following City of Tampa lift station projects
4. Continue working with Team on Capri drainage easement violations. Should be done in
5. Work with Engineer on Cachet issues.



CORY LAKES CDD

LANDSCAPE INSPECTION

January 5, 2023

ATTENDING:

JOHN HALL – CORY LAKE

STEVE SMALL – LMP

PAUL WOODS – OLM, INC.

SCORE: 97%

**NEXT INSPECTION
FEBRUARY 2, 2022 AT 10:30 AM**

CATEGORY I: MAINTENANCE CARRYOVER ITEMS

NONE

CATEGORY II: MAINTENANCE ITEMS

BEACH CLUB

1. Adjacent to the boat ramp: Fertilize the Hibiscus hedgerow.

CACHE ISLE

2. Treat Plumbago with systemic fungicides.
3. Entrance: Hand prune Bougainvillea to maintain a compact form between the sun and shade of the island.

MRRIS BRIDGE

4. Morris Bridge entrance: Remove loose boots in palm trees.
5. Create rounded pruning forms to maintain separation between Jasmine, Duranta, and Loropetalum.
6. Remove dead plants when found.

COMMONS

7. 11000 block: Improve vigor and fertility in Loropetalum.
8. Pencil prune Crape Myrtles during dormancy.
9. 10900 block of Cory Lake Blvd: Remove the wild grape in the Bottlebrush trees.
10. Lanai Isle: Reduce the height if the Bougainville screening the sign.
11. 10700 block: Confirm mulch is not stacked on the crown of the Loropetalum.

CROSS CREEK ENTRANCE

12. East side of the entrance: As accessible detail the wood line area.

13. Continue to monitor improvement in Azaleas and refertilize nonresponsive areas as needed.

CATEGORY III: IMPROVEMENTS – PRICING

NONE

CATEGORY IV: NOTES TO OWNER

1. Recent freezing temperature has resulted in some temporary discoloration and decline in sensitive plants. We recommend the contract delay any pruning to allow the plants to recover.
2. I recommend a review of the contractor's proposal for hedge at the large park to preserve a continuous hedge with a consistent and flowering hedgerow.
3. There is a significant amount of standing water on the inbound lane of Cross Creek along the fence which is preventing mowing in this area.

CATEGORY V: NOTES TO CONTRACTOR

NONE

cc: John Hall cleddfm@gmail.com
Chuck Adams adamsc@whhassociates.com
Scott Carlson scott.carlson@lmppro.com
Steve Small Steve.Small@lmppro.com
Garth Rinard garth.rinard@lmppro.com

CORY LAKE CDD

MONTHLY LANDSCAPE MAINTENANCE INSPECTION GRADESHEET

A. LANDSCAPE MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
TURF	5	-1	Stagger patterns
TURF FERTILITY	15		
TURF EDGING	5		
WEED CONTROL – TURF AREAS	5		
TURF INSECT/DISEASE CONTROL	10		Monitor St. Aug fungus
PLANT FERTILITY	5		
WEED CONTROL – BED AREAS	10		
PRUNING	10		
PLANT INSECT/DISEASE CONTROL	5		
CLEANLINESS	5	-2	Contd leaf and windfall
MULCHING	5	-2	Redistribute
WATER/IRRIGATION MANAGEMENT	15		Allow for drying
CARRYOVERS	5		
B. SEASONAL COLOR/PERENNIAL MAINTENANCE	VALUE	DEDUCTION	REASON FOR DEDUCTION
VIGOR/APPEARANCE	10		Fungicide and fertilize
INSECT/DISEASE CONTROL	10		
DEADHEADING/PRUNING	10		
MAXIMUM VALUE	145		

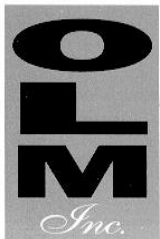
Date: 1-5-22 Score: 97% Performance Payment 100%

Contractor Signature: _____

Inspector Signature: _____

Property Representative Signature: _____



CORY LAKES
COMMUNITY DEVELOPMENT DISTRICT

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C

FLORIDA COMMISSION ON ETHICS



GUIDE
to the
SUNSHINE AMENDMENT
and
CODE of ETHICS
for Public Officers and Employees

2023

State of Florida
COMMISSION ON ETHICS

John Grant, *Chair*
Tampa

Glenton “Glen” Gilzean, Jr., *Vice Chair*
Orlando

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Fort Walton Beach

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Tallahassee

Ed H. Moore
Tallahassee

Wengay M. Newton, Sr.
St. Petersburg

Jim Waldman
Fort Lauderdale

Kerrie Stillman
Executive Director
P.O. Drawer 15709
Tallahassee, FL 32317-5709
www.ethics.state.fl.us
(850) 488-7864*

*Please direct all requests for information to this number.

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I. HISTORY OF FLORIDA'S ETHICS LAWS

Florida has been a leader among the states in establishing ethics standards for public officials and recognizing the right of citizens to protect the public trust against abuse. Our state Constitution was revised in 1968 to require a code of ethics, prescribed by law, for all state employees and non-judicial officers prohibiting conflict between public duty and private interests.

Florida's first successful constitutional initiative resulted in the adoption of the Sunshine Amendment in 1976, providing additional constitutional guarantees concerning ethics in government. In the area of enforcement, the Sunshine Amendment requires that there be an independent commission (the Commission on Ethics) to investigate complaints concerning breaches of public trust by public officers and employees other than judges.

The Code of Ethics for Public Officers and Employees is found in Chapter 112 (Part III) of the Florida Statutes. Foremost among the goals of the Code is to promote the public interest and maintain the respect of the people for their government. The Code is also intended to ensure that public officials conduct themselves independently and impartially, not using their offices for private gain other than compensation provided by law. While seeking to protect the integrity of government, the Code also seeks to avoid the creation of unnecessary barriers to public service.

Criminal penalties, which initially applied to violations of the Code, were eliminated in 1974 in favor of administrative enforcement. The Legislature created the Commission on Ethics that year "to serve as guardian of the standards of conduct" for public officials, state and local. Five of the Commission's nine members are appointed by the Governor, and two each are appointed by the President of the Senate and Speaker of the House of Representatives. No more than five Commission members may be members of the same political party, and none may be lobbyists, or hold any public employment during their two-year terms of office. A chair is selected from among the members to serve a one-year term and may not succeed himself or herself.

In 2018, Florida's Constitutional Revision Commission proposed, and the voters adopted, changes to Article II, Section 8. The earliest of the changes will take effect December 31, 2020, and will prohibit officials from abusing their position to obtain a disproportionate benefit for themselves

or their spouse, child, or employer, or for a business with which the official contracts or is an officer, partner, director, sole proprietor, or in which the official owns an interest. Other changes made to the Constitution place restrictions on lobbying by certain officeholders and employees, and put additional limits on lobbying by former public officers and employees. These changes will become effective December 31, 2022.

II. ROLE OF THE COMMISSION ON ETHICS

In addition to its constitutional duties regarding the investigation of complaints, the Commission:

- Renders advisory opinions to public officials;
- Prescribes forms for public disclosure;
- Prepares mailing lists of public officials subject to financial disclosure for use by Supervisors of Elections and the Commission in distributing forms and notifying delinquent filers;
- Makes recommendations to disciplinary officials when appropriate for violations of ethics and disclosure laws, since it does not impose penalties;
- Administers the Executive Branch Lobbyist Registration and Reporting Law;
- Maintains financial disclosure filings of constitutional officers and state officers and employees; and,
- Administers automatic fines for public officers and employees who fail to timely file required annual financial disclosure.

III. THE ETHICS LAWS

The ethics laws generally consist of two types of provisions, those prohibiting certain actions or conduct and those requiring that certain disclosures be made to the public. The following descriptions of these laws have been simplified in an effort to provide notice of their requirements. Therefore, we suggest that you also review the wording of the actual law. Citations to the appropriate laws are in brackets.

The laws summarized below apply generally to all public officers and employees, state and local, including members of advisory bodies. The principal exception to this broad coverage is the exclusion of judges, as they fall within the jurisdiction of the Judicial Qualifications Commission.

Public Service Commission (PSC) members and employees, as well as members of the PSC Nominating Council, are subject to additional ethics standards that are enforced by the Commission on Ethics under Chapter 350, Florida Statutes. Further, members of the governing boards of charter schools are subject to some of the provisions of the Code of Ethics [Sec. 1002.33(26), Fla. Stat.], as are the officers, directors, chief executive officers and some employees of business entities that serve as the chief administrative or executive officer or employee of a political subdivision. [Sec. 112.3136, Fla. Stat.].

A. PROHIBITED ACTIONS OR CONDUCT

1. Solicitation and Acceptance of Gifts

Public officers, employees, local government attorneys, and candidates are prohibited from soliciting or accepting anything of value, such as a gift, loan, reward, promise of future employment, favor, or service, that is based on an understanding that their vote, official action, or judgment would be influenced by such gift. [Sec. 112.313(2), Fla. Stat.]

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** any gift from a political committee, lobbyist who has lobbied the official or his or her agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist or from a vendor doing business with the official's agency. [Sec. 112.3148, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees are prohibited from directly or indirectly **accepting** a gift worth more than \$100 from such a lobbyist, from a partner, firm, employer, or principal of the lobbyist, or from a political committee or vendor doing business with their agency. [Sec.112.3148, Fla. Stat.]

However, notwithstanding Sec. 112.3148, Fla. Stat., no Executive Branch lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] Typically, this would include gifts valued at less than \$100 that formerly were permitted under Section 112.3148, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

Also, persons required to file Form 1 or Form 6, and state procurement employees and members of their immediate families, are prohibited from accepting any gift from a political committee. [Sec. 112.31485, Fla. Stat.]

2. *Unauthorized Compensation*

Public officers or employees, local government attorneys, and their spouses and minor children are prohibited from accepting any compensation, payment, or thing of value when they know, or with the exercise of reasonable care should know, that it is given to influence a vote or other official action. [Sec. 112.313(4), Fla. Stat.]

3. *Misuse of Public Position*

Public officers and employees, and local government attorneys are prohibited from corruptly using or attempting to use their official positions or the resources thereof to obtain a special privilege or benefit for themselves or others. [Sec. 112.313(6), Fla. Stat.]

4. *Abuse of Public Position*

Public officers and employees are prohibited from abusing their public positions in order to obtain a disproportionate benefit for themselves or certain others. [Article II, Section 8(h), Florida Constitution.]

5. *Disclosure or Use of Certain Information*

Public officers and employees and local government attorneys are prohibited from disclosing or using information not available to the public and obtained by reason of their public position, for the personal benefit of themselves or others. [Sec. 112.313(8), Fla. Stat.]

6. *Solicitation or Acceptance of Honoraria*

Persons required to file financial disclosure FORM 1 or FORM 6 (see Part III F of this brochure), and state procurement employees, are prohibited from **soliciting** honoraria related to their public offices or duties. [Sec. 112.3149, Fla. Stat.]

Persons required to file FORM 1 or FORM 6, and state procurement employees, are prohibited from knowingly **accepting** an honorarium from a political committee, lobbyist who has lobbied the person's agency within the past 12 months, or the partner, firm, employer, or principal of such a lobbyist, or from a vendor doing business with the official's agency. However, they may accept the payment of expenses related to an honorarium event from such individuals or entities, provided that the expenses are disclosed. See Part III F of this brochure. [Sec. 112.3149, Fla. Stat.]

Lobbyists and their partners, firms, employers, and principals, as well as political committees and vendors, are prohibited from **giving** an honorarium to persons required to file FORM 1 or FORM 6 and to state procurement employees. Violations of this law may result in fines of up to \$5,000 and prohibitions against lobbying for up to two years. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no Executive Branch or legislative lobbyist or principal shall make, directly or indirectly, and no Executive Branch agency official who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.] This may include honorarium event related expenses that formerly were permitted under Sec. 112.3149, Fla. Stat. Similar rules apply to members and employees of the Legislature. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.]

B. PROHIBITED EMPLOYMENT AND BUSINESS RELATIONSHIPS

1. Doing Business With One's Agency

(a) A public employee acting as a purchasing agent, or public officer acting in an official capacity, is prohibited from purchasing, renting, or leasing any realty, goods, or services for his or her agency from a business entity in which the officer or employee or his or her spouse or child owns more than a 5% interest. [Sec. 112.313(3), Fla. Stat.]

(b) A public officer or employee, acting in a private capacity, also is prohibited from renting, leasing, or selling any realty, goods, or services to his or her own agency if the officer or employee is a state officer or employee, or, if he or she is an officer or employee of a political subdivision, to that subdivision or any of its agencies. [Sec. 112.313(3), Fla. Stat.]

2. Conflicting Employment or Contractual Relationship

(a) A public officer or employee is prohibited from holding any employment or contract with any business entity or agency regulated by or doing business with his or her public agency. [Sec. 112.313(7), Fla. Stat.]

(b) A public officer or employee also is prohibited from holding any employment or having a contractual relationship which will pose a frequently recurring conflict between the official's private interests and public duties or which will impede the full and faithful discharge of the official's public duties. [Sec. 112.313(7), Fla. Stat.]

(c) Limited exceptions to this prohibition have been created in the law for legislative bodies, certain special tax districts, drainage districts, and persons whose professions or occupations qualify them to hold their public positions. [Sec. 112.313(7)(a) and (b), Fla. Stat.]

3. Exemptions—Pursuant to Sec. 112.313(12), Fla. Stat., the prohibitions against doing business with one's agency and having conflicting employment may not apply:

- (a) When the business is rotated among all qualified suppliers in a city or county.
- (b) When the business is awarded by sealed, competitive bidding and neither the official nor his or her spouse or child have attempted to persuade agency personnel to enter the contract.
NOTE: Disclosure of the interest of the official, spouse, or child and the nature of the business must be filed prior to or at the time of submission of the bid on Commission FORM 3A with the Commission on Ethics or Supervisor of Elections, depending on whether the official serves at the state or local level.
- (c) When the purchase or sale is for legal advertising, utilities service, or for passage on a common carrier.
- (d) When an emergency purchase must be made to protect the public health, safety, or welfare.
- (e) When the business entity is the only source of supply within the political subdivision and there is full disclosure of the official's interest to the governing body on Commission FORM 4A.
- (f) When the aggregate of any such transactions does not exceed \$500 in a calendar year.
- (g) When the business transacted is the deposit of agency funds in a bank of which a county, city, or district official is an officer, director, or stockholder, so long as agency records show that the governing body has determined that the member did not favor his or her bank over other qualified banks.
- (h) When the prohibitions are waived in the case of ADVISORY BOARD MEMBERS by the appointing person or by a two-thirds vote of the appointing body (after disclosure on Commission FORM 4A).
- (i) When the public officer or employee purchases in a private capacity goods or services, at a price and upon terms available to similarly situated members of the general public, from a business entity which is doing business with his or her agency.

(j) When the public officer or employee in a private capacity purchases goods or services from a business entity which is subject to the regulation of his or her agency where the price and terms of the transaction are available to similarly situated members of the general public and the officer or employee makes full disclosure of the relationship to the agency head or governing body prior to the transaction.

4. *Additional Exemptions*

No elected public officer is in violation of the conflicting employment prohibition when employed by a tax exempt organization contracting with his or her agency so long as the officer is not directly or indirectly compensated as a result of the contract, does not participate in any way in the decision to enter into the contract, abstains from voting on any matter involving the employer, and makes certain disclosures. [Sec. 112.313(15), Fla. Stat.]

5. *Legislators Lobbying State Agencies*

A member of the Legislature is prohibited from representing another person or entity for compensation during his or her term of office before any state agency other than judicial tribunals. [Art. II, Sec. 8(e), Fla. Const., and Sec. 112.313(9), Fla. Stat.]

6. *Additional Lobbying Restrictions for Certain Public Officers and Employees*

A statewide elected officer; a member of the legislature; a county commissioner; a county officer pursuant to Article VIII or county charter; a school board member; a superintendent of schools; an elected municipal officer; an elected special district officer in a special district with ad valorem taxing authority; or a person serving as a secretary, an executive director, or other agency head of a department of the executive branch of state government shall not lobby for compensation on issues of policy, appropriations, or procurement before the federal government, the legislature, any state government body or agency, or any political subdivision of this state, during his or her term of office. [Art. II Sec 8(f)(2), Fla. Const. and Sec. 112.3121, Fla. Stat.]

7. *Employees Holding Office*

A public employee is prohibited from being a member of the governing body which serves as his or her employer. [Sec. 112.313(10), Fla. Stat.]

8. *Professional and Occupational Licensing Board Members*

An officer, director, or administrator of a state, county, or regional professional or occupational organization or association, while holding such position, may not serve as a member of a state examining or licensing board for the profession or occupation. [Sec. 112.313(11), Fla. Stat.]

9. *Contractual Services: Prohibited Employment*

A state employee of the executive or judicial branch who participates in the decision-making process involving a purchase request, who influences the content of any specification or procurement standard, or who renders advice, investigation, or auditing, regarding his or her agency's contract for services, is prohibited from being employed with a person holding such a contract with his or her agency. [Sec. 112.3185(2), Fla. Stat.]

10. *Local Government Attorneys*

Local government attorneys, such as the city attorney or county attorney, and their law firms are prohibited from representing private individuals and entities before the unit of local government which they serve. A local government attorney cannot recommend or otherwise refer to his or her firm legal work involving the local government unit unless the attorney's contract authorizes or mandates the use of that firm. [Sec. 112.313(16), Fla. Stat.]

11. *Dual Public Employment*

Candidates and elected officers are prohibited from accepting public employment if they know or should know it is being offered for the purpose of influence. Further, public employment may not be accepted unless the position was already in existence or was created without the

anticipation of the official's interest, was publicly advertised, and the officer had to meet the same qualifications and go through the same hiring process as other applicants. For elected public officers already holding public employment, no promotion given for the purpose of influence may be accepted, nor may promotions that are inconsistent with those given other similarly situated employees. [Sec. 112.3125, Fla. Stat.]

C. RESTRICTIONS ON APPOINTING, EMPLOYING, AND CONTRACTING WITH RELATIVES

1. Anti-Nepotism Law

A public official is prohibited from seeking for a relative any appointment, employment, promotion, or advancement in the agency in which he or she is serving or over which the official exercises jurisdiction or control. No person may be appointed, employed, promoted, or advanced in or to a position in an agency if such action has been advocated by a related public official who is serving in or exercising jurisdiction or control over the agency; this includes relatives of members of collegial government bodies. NOTE: This prohibition does not apply to school districts (except as provided in Sec. 1012.23, Fla. Stat.), community colleges and state universities, or to appointments of boards, other than those with land-planning or zoning responsibilities, in municipalities of fewer than 35,000 residents. Also, the approval of budgets does not constitute "jurisdiction or control" for the purposes of this prohibition. This provision does not apply to volunteer emergency medical, firefighting, or police service providers. [Sec. 112.3135, Fla. Stat.]

2. Additional Restrictions

A state employee of the executive or judicial branch or the PSC is prohibited from directly or indirectly procuring contractual services for his or her agency from a business entity of which a relative is an officer, partner, director, or proprietor, or in which the employee, or his or her spouse, or children own more than a 5% interest. [Sec. 112.3185(6), Fla. Stat.]

D. POST OFFICE HOLDING AND EMPLOYMENT (REVOLVING DOOR) RESTRICTIONS

1. Lobbying by Former Legislators, Statewide Elected Officers, and Appointed State Officers

A member of the Legislature or a statewide elected or appointed state official is prohibited for two years following vacation of office from representing another person or entity for compensation before the government body or agency of which the individual was an officer or member. Former members of the Legislature are also prohibited for two years from lobbying the executive branch. [Art. II, Sec. 8(e), Fla. Const. and Sec. 112.313(9), Fla. Stat.]

2. Lobbying by Former State Employees

Certain employees of the executive and legislative branches of state government are prohibited from personally representing another person or entity for compensation before the agency with which they were employed for a period of two years after leaving their positions, unless employed by another agency of state government. [Sec. 112.313(9), Fla. Stat.] These employees include the following:

(a) Executive and legislative branch employees serving in the Senior Management Service and Selected Exempt Service, as well as any person employed by the Department of the Lottery having authority over policy or procurement.

(b) Persons serving in the following position classifications: the Auditor General; the director of the Office of Program Policy Analysis and Government Accountability (OPPAGA); the Sergeant at Arms and Secretary of the Senate; the Sergeant at Arms and Clerk of the House of Representatives; the executive director and deputy executive director of the Commission on Ethics; an executive director, staff director, or deputy staff director of each joint committee, standing committee, or select committee of the Legislature; an executive director, staff director, executive assistant, legislative analyst, or attorney serving in the Office of the President of the Senate, the Office of the Speaker of the House of Representatives, the Senate Majority Party Office, the Senate Minority Party Office, the House Majority Party Office, or the House Minority Party Office; the Chancellor and Vice-Chancellors of the State University System; the general counsel to the Board of Regents; the

president, vice presidents, and deans of each state university; any person hired on a contractual basis and having the power normally conferred upon such persons, by whatever title; and any person having the power normally conferred upon the above positions.

This prohibition does not apply to a person who was employed by the Legislature or other agency prior to July 1, 1989; who was a defined employee of the State University System or the Public Service Commission who held such employment on December 31, 1994; or who reached normal retirement age and retired by July 1, 1991. It does apply to OPS employees.

PENALTIES: Persons found in violation of this section are subject to the penalties contained in the Code (see PENALTIES, Part V) as well as a civil penalty in an amount equal to the compensation which the person received for the prohibited conduct. [Sec. 112.313(9)(a)5, Fla. Stat.]

3. 6-Year Lobbying Ban

For a period of six years after vacation of public position occurring on or after December 31, 2022, a statewide elected officer or member of the legislature shall not lobby for compensation on issues of policy, appropriations, or procurement before the legislature or any state government body or agency. [Art. II Sec 8(f)(3)a., Fla. Const. and Sec. 112.3121, Fla. Stat.]

For a period of six years after vacation of public position occurring on or after December 31, 2022, a person serving as a secretary, an executive director, or other agency head of a department of the executive branch of state government shall not lobby for compensation on issues of policy, appropriations, or procurement before the legislature, the governor, the executive office of the governor, members of the cabinet, a department that is headed by a member of the cabinet, or his or her former department. [Art. II Sec 8(f)(3)b., Fla. Const. and Sec. 112.3121, Fla. Stat.]

For a period of six years after vacation of public position occurring on or after December 31, 2022, a county commissioner, a county officer pursuant to Article VIII or county charter, a school board member, a superintendent of schools, an elected municipal officer, or an elected special district officer in a special district with ad valorem taxing authority shall not lobby for compensation on issues

of policy, appropriations, or procurement before his or her former agency or governing body. [Art. II Sec 8(f)(3)c., Fla. Const. and Sec. 112.3121, Fla. Stat.]

4. *Additional Restrictions on Former State Employees*

A former executive or judicial branch employee or PSC employee is prohibited from having employment or a contractual relationship, at any time after retirement or termination of employment, with any business entity (other than a public agency) in connection with a contract in which the employee participated personally and substantially by recommendation or decision while a public employee. [Sec. 112.3185(3), Fla. Stat.]

A former executive or judicial branch employee or PSC employee who has retired or terminated employment is prohibited from having any employment or contractual relationship for two years with any business entity (other than a public agency) in connection with a contract for services which was within his or her responsibility while serving as a state employee. [Sec.112.3185(4), Fla. Stat.]

Unless waived by the agency head, a former executive or judicial branch employee or PSC employee may not be paid more for contractual services provided by him or her to the former agency during the first year after leaving the agency than his or her annual salary before leaving. [Sec. 112.3185(5), Fla. Stat.]

These prohibitions do not apply to PSC employees who were so employed on or before Dec. 31, 1994.

5. *Lobbying by Former Local Government Officers and Employees*

A person elected to county, municipal, school district, or special district office is prohibited from representing another person or entity for compensation before the government body or agency of which he or she was an officer for two years after leaving office. Appointed officers and employees of counties, municipalities, school districts, and special districts may be subject to a similar restriction by local ordinance or resolution. [Sec. 112.313(13) and (14), Fla. Stat.]

E. VOTING CONFLICTS OF INTEREST

State public officers are prohibited from voting in an official capacity on any measure which they know would inure to their own special private gain or loss. A state public officer who abstains, or who votes on a measure which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, must make every reasonable effort to file a memorandum of voting conflict with the recording secretary in advance of the vote. If that is not possible, it must be filed within 15 days after the vote occurs. The memorandum must disclose the nature of the officer's interest in the matter.

No county, municipal, or other local public officer shall vote in an official capacity upon any measure which would inure to his or her special private gain or loss, or which the officer knows would inure to the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate. The officer must publicly announce the nature of his or her interest before the vote and must file a memorandum of voting conflict on Commission Form 8B with the meeting's recording officer within 15 days after the vote occurs disclosing the nature of his or her interest in the matter. However, members of community redevelopment agencies and district officers elected on a one-acre, one-vote basis are not required to abstain when voting in that capacity.

No appointed state or local officer shall participate in any matter which would inure to the officer's special private gain or loss, the special private gain or loss of any principal by whom he or she is retained, of the parent organization or subsidiary or sibling of a corporate principal by which he or she is retained, of a relative, or of a business associate, without first disclosing the nature of his or her interest in the matter. The memorandum of voting conflict (Commission Form 8A or 8B) must be filed with the meeting's recording officer, be provided to the other members of the agency, and be read publicly at the next meeting.

If the conflict is unknown or not disclosed prior to the meeting, the appointed official must orally disclose the conflict at the meeting when the conflict becomes known. Also, a written memorandum of voting conflict must be filed with the meeting's recording officer within 15 days of

the disclosure being made and must be provided to the other members of the agency, with the disclosure being read publicly at the next scheduled meeting. [Sec. 112.3143, Fla. Stat.]

F. DISCLOSURES

Conflicts of interest may occur when public officials are in a position to make decisions that affect their personal financial interests. This is why public officers and employees, as well as candidates who run for public office, are required to publicly disclose their financial interests. The disclosure process serves to remind officials of their obligation to put the public interest above personal considerations. It also helps citizens to monitor the considerations of those who spend their tax dollars and participate in public policy decisions or administration.

All public officials and candidates do not file the same degree of disclosure; nor do they all file at the same time or place. Thus, care must be taken to determine which disclosure forms a particular official or candidate is required to file.

The following forms are described below to set forth the requirements of the various disclosures and the steps for correctly providing the information in a timely manner.

1. FORM 1 - Limited Financial Disclosure

Who Must File:

Persons required to file FORM 1 include all state officers, local officers, candidates for local elective office, and specified state employees as defined below (other than those officers who are required by law to file FORM 6).

STATE OFFICERS include:

- 1) Elected public officials not serving in a political subdivision of the state and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of each board, commission, authority, or council having statewide jurisdiction, excluding members of solely advisory bodies; but including judicial nominating commission members; directors of Enterprise Florida, Scripps Florida Funding Corporation, and CareerSource Florida, and members of the Council on the Social Status of Black Men and Boys; the Executive Director, governors, and senior managers of Citizens Property Insurance Corporation; governors and senior managers of Florida Workers' Compensation Joint Underwriting Association, board members of the Northeast Florida Regional Transportation Commission, and members of the board of Triumph Gulf Coast, Inc.; members of the board of Florida is for Veterans, Inc.; and members of the Technology Advisory Council within the Agency for State Technology.

3) The Commissioner of Education, members of the State Board of Education, the Board of Governors, local boards of trustees and presidents of state universities, and members of the Florida Prepaid College Board.

LOCAL OFFICERS include:

1) Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file full disclosure on Form 6.

2) Appointed members of the following boards, councils, commissions, authorities, or other bodies of any county, municipality, school district, independent special district, or other political subdivision: the governing body of the subdivision; a community college or junior college district board of trustees; a board having the power to enforce local code provisions; a planning or zoning board, board of adjustments or appeals, community redevelopment agency board, or other board having the power to recommend, create, or modify land planning or zoning within the political subdivision, except for citizen advisory committees, technical coordinating committees, and similar groups who only have the power to make recommendations to planning or zoning boards, except for representatives of a military installation acting on behalf of all military installations within that jurisdiction; a pension board or retirement board empowered to invest pension or retirement funds or to determine entitlement to or amount of a pension or other retirement benefit.

3) Any other appointed member of a local government board who is required to file a statement of financial interests by the appointing authority or the enabling legislation, ordinance, or resolution creating the board.

4) Persons holding any of these positions in local government: mayor; county or city manager; chief administrative employee or finance director of a county, municipality, or other political subdivision; county or municipal attorney; chief county or municipal building inspector; county or municipal water resources coordinator; county or municipal pollution control director; county or municipal environmental control director; county or municipal administrator with power to grant or deny a land development permit; chief of police; fire chief; municipal clerk; appointed district school superintendent; community college president; district medical examiner; purchasing agent (regardless of title) having the authority to make any purchase exceeding \$35,000 for the local governmental unit.

5) Members of governing boards of charter schools operated by a city or other public entity.

6) The officers, directors, and chief executive officer of a corporation, partnership, or other business entity that is serving as the chief administrative or executive officer or employee of a political subdivision, and any business entity employee who is acting as the chief administrative or executive officer or employee of the political subdivision. [Sec. 112.3136, Fla. Stat.]

SPECIFIED STATE EMPLOYEE includes:

1) Employees in the Office of the Governor or of a Cabinet member who are exempt from the Career Service System, excluding secretarial, clerical, and similar positions.

2) The following positions in each state department, commission, board, or council: secretary or state surgeon general, assistant or deputy secretary, executive director, assistant or deputy executive director, and anyone having the power normally conferred upon such persons, regardless of title.

3) The following positions in each state department or division: director, assistant or deputy director, bureau chief, assistant bureau chief, and any person having the power normally conferred upon such persons, regardless of title.

4) Assistant state attorneys, assistant public defenders, criminal conflict and civil regional counsel, assistant criminal conflict and civil regional counsel, public counsel, full-time state employees serving as counsel or assistant counsel to a state agency, judges of compensation claims, administrative law judges, and hearing officers.

5) The superintendent or director of a state mental health institute established for training and research in the mental health field, or any major state institution or facility established for corrections, training, treatment, or rehabilitation.

6) State agency business managers, finance and accounting directors, personnel officers, grant coordinators, and purchasing agents (regardless of title) with power to make a purchase exceeding \$35,000.

7) The following positions in legislative branch agencies: each employee (other than those employed in maintenance, clerical, secretarial, or similar positions and legislative assistants exempted by the presiding officer of their house); and each employee of the Commission on Ethics.

What Must Be Disclosed:

FORM 1 requirements are set forth fully on the form. In general, this includes the reporting person's sources and types of financial interests, such as the names of employers and addresses of real property holdings. NO DOLLAR VALUES ARE REQUIRED TO BE LISTED. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When to File:

CANDIDATES for elected local office must file FORM 1 together with and at the same time they file their qualifying papers.

STATE and LOCAL OFFICERS and SPECIFIED STATE EMPLOYEES are required to file disclosure by July 1 of each year. They also must file within thirty days from the date of appointment or the beginning of employment. Those appointees requiring Senate confirmation must file prior to confirmation.

Where to File:

Each LOCAL OFFICER files FORM 1 with the Supervisor of Elections in the county in which he or she permanently resides.

A STATE OFFICER or SPECIFIED STATE EMPLOYEE files with the Commission on Ethics. [Sec. 112.3145, Fla. Stat.]

2. *FORM 1F - Final Form 1 Limited Financial Disclosure*

FORM 1F is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 1 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

3. *FORM 2 - Quarterly Client Disclosure*

The state officers, local officers, and specified state employees listed above, as well as elected constitutional officers, must file a FORM 2 if they or a partner or associate of their professional firm represent a client for compensation before an agency at their level of government.

A FORM 2 disclosure includes the names of clients represented by the reporting person or by any partner or associate of his or her professional firm for a fee or commission before agencies at the

reporting person's level of government. Such representations do not include appearances in ministerial matters, appearances before judges of compensation claims, or representations on behalf of one's agency in one's official capacity. Nor does the term include the preparation and filing of forms and applications merely for the purpose of obtaining or transferring a license, so long as the issuance of the license does not require a variance, special consideration, or a certificate of public convenience and necessity.

When to File:

This disclosure should be filed quarterly, by the end of the calendar quarter following the calendar quarter during which a reportable representation was made. FORM 2 need not be filed merely to indicate that no reportable representations occurred during the preceding quarter; it should be filed ONLY when reportable representations were made during the quarter.

Where To File:

LOCAL OFFICERS file with the Supervisor of Elections of the county in which they permanently reside.

STATE OFFICERS and SPECIFIED STATE EMPLOYEES file with the Commission on Ethics. [Sec. 112.3145(4), Fla. Stat.]

4. FORM 6 - Full and Public Disclosure

Who Must File:

Persons required by law to file FORM 6 include all elected constitutional officers and candidates for such office; the mayor and members of the city council and candidates for these offices in Jacksonville; the Duval County Superintendent of Schools; judges of compensation claims (pursuant to Sec. 440.442, Fla. Stat.); members of the Florida Housing Finance Corporation Board and members of expressway authorities, transportation authorities (except the Jacksonville Transportation

Authority), bridge authority, or toll authorities created pursuant to Ch. 348 or 343, or 349, or other general law.

What Must be Disclosed:

FORM 6 is a detailed disclosure of assets, liabilities, and sources of income over \$1,000 and their values, as well as net worth. Officials may opt to file their most recent income tax return in lieu of listing sources of income but still must disclose their assets, liabilities, and net worth. In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.

When and Where To File:

Officials must file FORM 6 annually by July 1 with the Commission on Ethics.

Beginning January 1, 2023, all Form 6 disclosures must be filed electronically through the Commission's electronic filing system. These disclosures will be published and searchable on the Commission's website.

CANDIDATES must register and use the electronic filing system to complete the Form 6, then file the disclosure with the officer before whom they qualify at the time of qualifying. [Art. II, Sec. 8(a) and (i), Fla. Const., and Sec. 112.3144, Fla. Stat.]

5. *FORM 6F - Final Form 6 Full and Public Disclosure*

This is the disclosure form required to be filed within 60 days after a public officer or employee required to file FORM 6 leaves his or her public position. The form covers the disclosure period between January 1 and the last day of office or employment within that year.

6. *FORM 9 - Quarterly Gift Disclosure*

Each person required to file FORM 1 or FORM 6, and each state procurement employee, must file a FORM 9, Quarterly Gift Disclosure, with the Commission on Ethics on the last day of any calendar quarter following the calendar quarter in which he or she received a gift worth more than \$100, other than gifts from relatives, gifts prohibited from being accepted, gifts primarily associated with his or her business or employment, and gifts otherwise required to be disclosed. FORM 9 NEED NOT BE FILED if no such gift was received during the calendar quarter.

Information to be disclosed includes a description of the gift and its value, the name and address of the donor, the date of the gift, and a copy of any receipt for the gift provided by the donor. [Sec. 112.3148, Fla. Stat.]

7. *FORM 10 - Annual Disclosure of Gifts from Government Agencies and Direct-Support Organizations and Honorarium Event Related Expenses*

State government entities, airport authorities, counties, municipalities, school boards, water management districts, and the South Florida Regional Transportation Authority, may give a gift worth more than \$100 to a person required to file FORM 1 or FORM 6, and to state procurement employees, if a public purpose can be shown for the gift. Also, a direct-support organization for a governmental entity may give such a gift to a person who is an officer or employee of that entity. These gifts are to be reported on FORM 10, to be filed by July 1.

The governmental entity or direct-support organization giving the gift must provide the officer or employee with a statement about the gift no later than March 1 of the following year. The officer or employee then must disclose this information by filing a statement by July 1 with his or her annual financial disclosure that describes the gift and lists the donor, the date of the gift, and the value of the total gifts provided during the calendar year. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3148, Fla. Stat.]

In addition, a person required to file FORM 1 or FORM 6, or a state procurement employee, who receives expenses or payment of expenses related to an honorarium event from someone who

is prohibited from giving him or her an honorarium, must disclose annually the name, address, and affiliation of the donor, the amount of the expenses, the date of the event, a description of the expenses paid or provided, and the total value of the expenses on FORM 10. The donor paying the expenses must provide the officer or employee with a statement about the expenses within 60 days of the honorarium event.

The disclosure must be filed by July 1, for expenses received during the previous calendar year, with the officer's or employee's FORM 1 or FORM 6. State procurement employees file their statements with the Commission on Ethics. [Sec. 112.3149, Fla. Stat.]

However, notwithstanding Sec. 112.3149, Fla. Stat., no executive branch or legislative lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. This may include gifts or honorarium event related expenses that formerly were permitted under Sections 112.3148 and 112.3149. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts, which include anything not primarily related to political activities authorized under ch. 106, are prohibited from political committees. [Sec. 112.31485 Fla. Stat.]

8. FORM 30 - Donor's Quarterly Gift Disclosure

As mentioned above, the following persons and entities generally are prohibited from giving a gift worth more than \$100 to a reporting individual (a person required to file FORM 1 or FORM 6) or to a state procurement employee: a political committee; a lobbyist who lobbies the reporting individual's or procurement employee's agency, and the partner, firm, employer, or principal of such a lobbyist; and vendors. If such person or entity makes a gift worth between \$25 and \$100 to a reporting individual or state procurement employee (that is not accepted in behalf of a governmental entity or charitable organization), the gift should be reported on FORM 30. The donor also must notify the recipient at the time the gift is made that it will be reported.

The FORM 30 should be filed by the last day of the calendar quarter following the calendar quarter in which the gift was made. If the gift was made to an individual in the legislative branch, FORM 30 should be filed with the Lobbyist Registrar. [See page 35 for address.] If the gift was to any other reporting individual or state procurement employee, FORM 30 should be filed with the Commission on Ethics.

However, notwithstanding Section 112.3148, Fla. Stat., no executive branch lobbyist or principal shall make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 shall knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. This may include gifts that formerly were permitted under Section 112.3148. [Sec. 112.3215, Fla. Stat.] Similar prohibitions apply to legislative officials and employees. However, these laws are not administered by the Commission on Ethics. [Sec. 11.045, Fla. Stat.] In addition, gifts from political committees are prohibited. [Sec. 112.31485, Fla. Stat.]

9. FORM 1X AND FORM 6X - Amendments to Form 1 and Form 6

These forms are provided for officers or employees to amend their previously filed Form 1 or Form 6.

IV. AVAILABILITY OF FORMS

LOCAL OFFICERS and EMPLOYEES who must file FORM 1 annually will be sent the form by mail from the Supervisor of Elections in the county in which they permanently reside not later than JUNE 1 of each year. Newly elected and appointed officials or employees should contact the heads of their agencies for copies of the form or download it from www.ethics.state.fl.us, as should those persons who are required to file their final disclosure statements within 60 days of leaving office or employment. The Form 1 will be filed electronically with the Florida Commission on Ethics via the Electronic Financial Disclosure Management System (EFDMS), beginning in 2023.

Beginning January 1, 2023, ELECTED CONSTITUTIONAL OFFICERS and other officials who must file Form 6 annually must file electronically via the Commission's Electronic Financial Disclosure Management System (EFDMS). Paper forms will not be promulgated. Communications regarding the

annual filing requirement will be sent via email to filers no later than June 1. Filers must maintain an updated email address in their User Profile in EFDMS.

OTHER STATE OFFICERS, and SPECIFIED STATE EMPLOYEES who must file Form 1 annually will be sent the forms by mail from the Florida Commission on Ethics by June 1, 2023. Newly elected and appointed officers and employees should contact the head of their agencies for copies of the form or download the form from www.ethics.state.fl.us, as should those persons who are required to file their final financial disclosure statement within 60 days of leaving office or employment.

V. PENALTIES

A. Non-criminal Penalties for Violation of the Sunshine Amendment and the Code of Ethics

There are no criminal penalties for violation of the Sunshine Amendment and the Code of Ethics. Penalties for violation of these laws may include: impeachment, removal from office or employment, suspension, public censure, reprimand, demotion, reduction in salary level, forfeiture of no more than one-third salary per month for no more than twelve months, a civil penalty not to exceed \$10,000, and restitution of any pecuniary benefits received, and triple the value of a gift from a political committee.

B. Penalties for Candidates

CANDIDATES for public office who are found in violation of the Sunshine Amendment or the Code of Ethics may be subject to one or more of the following penalties: disqualification from being on the ballot, public censure, reprimand, or a civil penalty not to exceed \$10,000, and triple the value of a gift received from a political committee.

C. Penalties for Former Officers and Employees

FORMER PUBLIC OFFICERS or EMPLOYEES who are found in violation of a provision applicable to former officers or employees or whose violation occurred prior to such officer's or employee's

leaving public office or employment may be subject to one or more of the following penalties: public censure and reprimand, a civil penalty not to exceed \$10,000, and restitution of any pecuniary benefits received, and triple the value of a gift received from a political committee.

D. Penalties for Lobbyists and Others

An executive branch lobbyist who has failed to comply with the Executive Branch Lobbying Registration law (see Part VIII) may be fined up to \$5,000, reprimanded, censured, or prohibited from lobbying executive branch agencies for up to two years. Lobbyists, their employers, principals, partners, and firms, and political committees and committees of continuous existence who give a prohibited gift or honorarium or fail to comply with the gift reporting requirements for gifts worth between \$25 and \$100, may be penalized by a fine of not more than \$5,000 and a prohibition on lobbying, or employing a lobbyist to lobby, before the agency of the public officer or employee to whom the gift was given for up to two years. Any agent or person acting on behalf of a political committee giving a prohibited gift is personally liable for a civil penalty of up to triple the value of the gift.

Executive Branch lobbying firms that fail to timely file their quarterly compensation reports may be fined \$50 per day per report for each day the report is late, up to a maximum fine of \$5,000 per report.

E. Felony Convictions: Forfeiture of Retirement Benefits

Public officers and employees are subject to forfeiture of all rights and benefits under the retirement system to which they belong if convicted of certain offenses. The offenses include embezzlement or theft of public funds; bribery; felonies specified in Chapter 838, Florida Statutes; impeachable offenses; and felonies committed with intent to defraud the public or their public agency. [Sec. 112.3173, Fla. Stat.]

F. Automatic Penalties for Failure to File Annual Disclosure

Public officers and employees required to file either Form 1 or Form 6 annual financial disclosure are subject to automatic fines of \$25 for each day late the form is filed after September 1, up to a maximum penalty of \$1,500. [Sec. 112.3144 and 112.3145, Fla. Stat.]

VI. ADVISORY OPINIONS

Conflicts of interest may be avoided by greater awareness of the ethics laws on the part of public officials and employees through advisory assistance from the Commission on Ethics.

A. Who Can Request an Opinion

Any public officer, candidate for public office, or public employee in Florida who is in doubt about the applicability of the standards of conduct or disclosure laws to himself or herself, or anyone who has the power to hire or terminate another public employee, may seek an advisory opinion from the Commission about himself or herself or that employee.

B. How to Request an Opinion

Opinions may be requested by letter presenting a question based on a real situation and including a detailed description of the situation. Opinions are issued by the Commission and are binding on the conduct of the person who is the subject of the opinion, unless material facts were omitted or misstated in the request for the opinion. Published opinions will not bear the name of the persons involved unless they consent to the use of their names; however, the request and all information pertaining to it is a public record, made available to the Commission and to members of the public in advance of the Commission's consideration of the question.

C. How to Obtain Published Opinions

All of the Commission's opinions are available for viewing or download at its website:
www.ethics.state.fl.us.

VII. COMPLAINTS

A. *Citizen Involvement*

The Commission on Ethics cannot conduct investigations of alleged violations of the Sunshine Amendment or the Code of Ethics unless a person files a sworn complaint with the Commission alleging such violation has occurred, or a referral is received, as discussed below.

If you have knowledge that a person in government has violated the standards of conduct or disclosure laws described above, you may report these violations to the Commission by filing a sworn complaint on the form prescribed by the Commission and available for download at www.ethics.state.fl.us. The Commission is unable to take action based on learning of such misdeeds through newspaper reports, telephone calls, or letters.

You can download a complaint form (FORM 50) from the Commission's website: www.ethics.state.fl.us, or contact the Commission office at the address or phone number shown on the inside front cover of this booklet.

B. *Referrals*

The Commission may accept referrals from: the Governor, the Florida Department of Law Enforcement, a State Attorney, or a U.S. Attorney. A vote of six of the Commission's nine members is required to proceed on such a referral.

C. *Confidentiality*

The complaint or referral, as well as all proceedings and records relating thereto, is confidential until the accused requests that such records be made public or until the matter reaches a stage in the Commission's proceedings where it becomes public. This means that unless the Commission receives a written waiver of confidentiality from the accused, the Commission is not free to release any documents or to comment on a complaint or referral to members of the public or press, so long as the complaint or referral remains in a confidential stage.

A COMPLAINT OR REFERRAL MAY NOT BE FILED WITH RESPECT TO A CANDIDATE ON THE DAY OF THE ELECTION, OR WITHIN THE 30 CALENDAR DAYS PRECEDING THE ELECTION DATE, UNLESS IT IS BASED ON PERSONAL INFORMATION OR INFORMATION OTHER THAN HEARSAY.

D. How the Complaint Process Works

Complaints which allege a matter within the Commission's jurisdiction are assigned a tracking number and Commission staff forwards a copy of the original sworn complaint to the accused within five working days of its receipt. Any subsequent sworn amendments to the complaint also are transmitted within five working days of their receipt.

Once a complaint is filed, it goes through three procedural stages under the Commission's rules. The first stage is a determination of whether the allegations of the complaint are legally sufficient: that is, whether they indicate a possible violation of any law over which the Commission has jurisdiction. If the complaint is found not to be legally sufficient, the Commission will order that the complaint be dismissed without investigation, and all records relating to the complaint will become public at that time.

In cases of very minor financial disclosure violations, the official will be allowed an opportunity to correct or amend his or her disclosure form. Otherwise, if the complaint is found to be legally sufficient, a preliminary investigation will be undertaken by the investigative staff of the Commission. The second stage of the Commission's proceedings involves this preliminary investigation and a decision by the Commission as to whether there is probable cause to believe that there has been a violation of any of the ethics laws. If the Commission finds no probable cause to believe there has been a violation of the ethics laws, the complaint will be dismissed and will become a matter of public record. If the Commission finds probable cause to believe there has been a violation of the ethics laws, the complaint becomes public and usually enters the third stage of proceedings. This stage requires the Commission to decide whether the law was actually violated and, if so, whether a penalty should be recommended. At this stage, the accused has the right to request a public hearing (trial) at which evidence is presented, or the Commission may order that such a hearing be held. Public hearings usually are held in or near the area where the alleged violation occurred.

When the Commission concludes that a violation has been committed, it issues a public report of its findings and may recommend one or more penalties to the appropriate disciplinary body or official.

When the Commission determines that a person has filed a complaint with knowledge that the complaint contains one or more false allegations or with reckless disregard for whether the complaint contains false allegations, the complainant will be liable for costs plus reasonable attorney's fees incurred by the person complained against. The Department of Legal Affairs may bring a civil action to recover such fees and costs, if they are not paid voluntarily within 30 days.

E. Dismissal of Complaints At Any Stage of Disposition

The Commission may, at its discretion, dismiss any complaint at any stage of disposition should it determine that the public interest would not be served by proceeding further, in which case the Commission will issue a public report stating with particularity its reasons for the dismissal. [Sec. 112.324(12), Fla. Stat.]

F. Statute of Limitations

All sworn complaints alleging a violation of the Sunshine Amendment or the Code of Ethics must be filed with the Commission within five years of the alleged violation or other breach of the public trust. Time starts to run on the day AFTER the violation or breach of public trust is committed. The statute of limitations is tolled on the day a sworn complaint is filed with the Commission. If a complaint is filed and the statute of limitations has run, the complaint will be dismissed. [Sec. 112.3231, Fla. Stat.]

VIII. EXECUTIVE BRANCH LOBBYING

Any person who, for compensation and on behalf of another, lobbies an agency of the executive branch of state government with respect to a decision in the area of policy or procurement may be required to register as an executive branch lobbyist. Registration is required before lobbying an agency and is renewable annually. In addition, each lobbying firm must file a compensation report

with the Commission for each calendar quarter during any portion of which one or more of the firm's lobbyists were registered to represent a principal. As noted above, no executive branch lobbyist or principal can make, directly or indirectly, and no executive branch agency official or employee who files FORM 1 or FORM 6 can knowingly accept, directly or indirectly, **any expenditure** made for the purpose of lobbying. [Sec. 112.3215, Fla. Stat.]

Paying an executive branch lobbyist a contingency fee based upon the outcome of any specific executive branch action, and receiving such a fee, is prohibited. A violation of this prohibition is a first degree misdemeanor, and the amount received is subject to forfeiture. This does not prohibit sales people from receiving a commission. [Sec. 112.3217, Fla. Stat.]

Executive branch departments, state universities, community colleges, and water management districts are prohibited from using public funds to retain an executive branch (or legislative branch) lobbyist, although these agencies may use full-time employees as lobbyists. [Sec. 11.062, Fla. Stat.]

Online registration and filing is available at www.floridalobbyist.gov. Additional information about the executive branch lobbyist registration system may be obtained by contacting the Lobbyist Registrar at the following address:

Executive Branch Lobbyist Registration
Room G-68, Claude Pepper Building
111 W. Madison Street
Tallahassee, FL 32399-1425
Phone: 850/922-4987

IX. WHISTLE-BLOWER'S ACT

In 1986, the Legislature enacted a "Whistle-blower's Act" to protect employees of agencies and government contractors from adverse personnel actions in retaliation for disclosing information in a sworn complaint alleging certain types of improper activities. Since then, the Legislature has revised this law to afford greater protection to these employees.

While this language is contained within the Code of Ethics, the Commission has no jurisdiction or authority to proceed against persons who violate this Act. Therefore, a person who has disclosed information alleging improper conduct governed by this law and who may suffer adverse consequences as a result should contact one or more of the following: the Office of the Chief Inspector General in the Executive Office of the Governor; the Department of Legal Affairs; the Florida Commission on Human Relations; or a private attorney. [Sec. 112.3187 - 112.31895, Fla. Stat.]

X. ADDITIONAL INFORMATION

As mentioned above, we suggest that you review the language used in each law for a more detailed understanding of Florida's ethics laws. The "Sunshine Amendment" is Article II, Section 8, of the Florida Constitution. The Code of Ethics for Public Officers and Employees is contained in Part III of Chapter 112, Florida Statutes.

Additional information about the Commission's functions and interpretations of these laws may be found in Chapter 34 of the Florida Administrative Code, where the Commission's rules are published, and in The Florida Administrative Law Reports, which until 2005 published many of the Commission's final orders. The Commission's rules, orders, and opinions also are available at www.ethics.state.fl.us.

If you are a public officer or employee concerned about your obligations under these laws, the staff of the Commission will be happy to respond to oral and written inquiries by providing information about the law, the Commission's interpretations of the law, and the Commission's procedures.

XI. TRAINING

Constitutional officers, elected municipal officers, and commissioners of community redevelopment agencies (CRAs) are required to receive a total of four hours training, per calendar year, in the area of ethics, public records, and open meetings. The Commission on Ethics does not

track compliance or certify providers. Officials indicate their compliance with the training requirement when they file their annual Form 1 or Form 6.

Visit the training page on the Commission's website for up-to-date rules, opinions, audio/video training, and opportunities for live training conducted by Commission staff.

CORY LAKES

COMMUNITY DEVELOPMENT DISTRICT

STAFF

REPORTS

D

CORY LAKES COMMUNITY DEVELOPMENT DISTRICT

BOARD OF SUPERVISORS FISCAL YEAR 2022/2023 MEETING SCHEDULE

LOCATION

Cory Lake Beach Club, 10441 Cory Lake Drive, Tampa, Florida 33647

DATE	POTENTIAL DISCUSSION/FOCUS	TIME
October 20, 2022 CANCELED NO QUORUM	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
November 17, 2022	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
December 15, 2022	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
January 19, 2023	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
February 16, 2023	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
March 16, 2023	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
April 20, 2023	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
May 18, 2023	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
June 15, 2023	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590		

Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
July 20, 2023	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
August 17, 2023	Public Hearing & Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		
September 21, 2023	Regular Meeting	6:00 PM
Join Zoom Meeting; https://us02web.zoom.us/j/83397954590 Meeting ID: 833 9795 4590 Dial by your location 929 205 6099 US Meeting ID: 833 9795 4590		