

**DRAFT**

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

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The Board of Supervisors of the Cory Lakes Community Development District held a Regular Meeting on July 20, 2023 at 6:00 p.m., at the Cory Lake Beach Club, 10441 Cory Lake Drive, Tampa, Florida 33647. The public was 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
Vivek Babbar	District Counsel
Dominique Green	Office Administrator
John Hall	Facilities Manager
Patricia Thibault	Breeze
Lauren Parsons, LCAM	Breeze
Larry Krause	Breeze
Angel Montagne (via Zoom)	Inframark
Dave Kabliski (via telephone)	Grau & Associates
Steve Small	LMP
Kemuel Henderson	Allied Universal
Brian Holliday (via Zoom)	Envera
Heather Thompson	Security Committee Chairperson

**Residents who spoke were:**

Ryan Foster	Brian Little	Harry Ramphal	Carlos Guzman
Todd Apple	Pallu Gupta		

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call/Pledge of Allegiance**

Mr. Castillo called the meeting to order at 6:00 p.m.

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

43 All Supervisors were present.

44

45 **SECOND ORDER OF BUSINESS**

**Chairman's Opening Comments**

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47 Mr. Castillo welcomed the attendees, recalled that the previous meeting ended at  
48 midnight and voiced his hope that tonight's meeting would be brief.

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50 **THIRD ORDER OF BUSINESS**

**Other Supervisors' Opening Comments**

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52 Mr. Acoff echoed Mr. Castillo's sentiments and stated he will request that a few items  
53 on tonight's agenda be deferred to the next meeting so that the Board can best fulfill its  
54 obligation to the community.

55 Ms. McIntyre voiced her agreement with Mr. Castillo and Mr. Acoff and encouraged  
56 residents to adhere to the three-minute time limit and to feel free to email Board Members  
57 with questions or concerns.

58 Ms. Belyea stated that she was appointed as the liaison to the new District Management  
59 company after Wrathell, Hunt and Associates submitted its 60-day notice of termination of the  
60 District Management contract with the CDD. She provided an update about the Request for  
61 Proposals (RFP) process and reported that several respondents expressed concern about the  
62 bad reputation and divisiveness of the CDD and Cory Lake Isles (CLI). She voiced her hope that  
63 the divisiveness in the community would stop so that property owners can protect their  
64 neighborhoods, property values and themselves.

65 Mr. Fontcha welcomed the attendees, asked residents to keep their comments to three  
66 minutes and supported Mr. Acoff's suggestion to move some agenda items to the next meeting.

67 **▪ Presentation/Discussion/Consideration of District Management Services**

68 **This item, previously the Seventh Order of Business, was presented out of order.**

69 Ms. Patricia Thibault, of Breeze, introduced herself, listed her credentials and stated  
70 Breeze is different from other District Management companies because of the services it offers,  
71 including a resident support/call center for residents to call in.

72 Ms. Lauren Parsons listed her credentials and stated she oversees the resident support  
73 team where the focus is to create a happy resident experience. Breeze's mission is to maximize  
74 resident happiness not only for residents but for Board Members, vendors and anyone who

75 comes in contact with the CDD. Ms. Parsons discussed Breeze’s customer-focused technology  
76 system, quality control, 24-hour response guarantee and customer satisfaction surveys.

77 Mr. Krause, who would be the District Manager, gave a brief synopsis of his professional  
78 background and stated he is a very responsive Manager and, if engaged, he will spend several  
79 days on site getting acquainted with the Board Members and possibly residents to learn their  
80 visions and goals for the community.

81 Ms. Thibault stated the biggest step in the transition would be for her to meet with  
82 individual Board Members, Ms. Green and Mr. Hall and make sure all processes are in place.  
83 She would review and examine the Clubhouse lease agreements, insurance for catered events,  
84 and certificates of Insurance (COI) to ensure that they list and indemnify the CDD. Further,  
85 Breeze would provide transparency, help residents better understand the financials and gear all  
86 of its Management practices based on the unique needs of the CDD.

87 Ms. Thibault responded to questions regarding transition, setting a special meeting prior  
88 to the August meeting, how Breeze would handle the CDD/POA split, Breeze’s clientele, the  
89 resident support center, Staff meeting attendance, financials, her opinion regarding the  
90 Reserve Study, keeping meetings under two hours, website maintenance and the fees.

91 Mr. Babbar introduced Ms. Montagna.

92 Referencing a handout, Ms. Montagna presented the Inframark Proposal for District  
93 Management Services.

94 Mr. Castillo asked what sets Inframark apart from some of the other District  
95 Management companies and what Inframark proposes for the \$71,600 fee per year.

96 Ms. Montagna stated Inframark has been in business for 40 years and provides all the  
97 standard services other District Management companies provide, including accounting. The  
98 District Manager that would be assigned to the CDD only manages two other CDDs and would  
99 be able to focus on CLI. She discussed Inframark’s technological programs, providing the Board  
100 direct access to the District Manager and the Accounting Department, a generalized email  
101 address where residents can report issues, providing customized financials and streamlining  
102 meetings to two hours by scheduling pre-meetings with the Chair to review agendas, etc.

103 Ms. Montagna responded to questions regarding how often would the District Manager  
104 be on site, human resource management, cost-savings for field management services, her  
105 opinion of the Reserve Study, having a reserve account and Inframark’s transition plan.

106

107 **FOURTH ORDER OF BUSINESS**

**Presentation of Audited Financial Report  
for the Fiscal Year Ended September 30,  
2022, Prepared by Grau & Associates**

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111 Mr. Kabliski presented the Audited Financial Report for the Fiscal Year Ended September  
112 30, 2022 and noted the pertinent information. There were no findings, recommendations,  
113 deficiencies on internal control or instances of non-compliance; it was a clean audit.

114 Asked about the available funds as of September 30, 2022, Mr. Kabliski stated the total  
115 fund balance as of September 30, 2022, was \$919,325 and the unassigned/working capital  
116 amount is \$458,233 as outlined on Page 9. Asked about the \$360,000 amount under the Total  
117 Governments Funds column, Mr. Adams stated that is the remaining loan proceeds for the weir  
118 project.

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120 **FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2023-06,  
Hereby Accepting the Audited Financial  
Report for the Fiscal Year Ended  
September 30, 2022**

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125 Mr. Adams presented Resolution 2023-06.

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**On MOTION by Mr. Castillo and seconded by Ms. Belyea, with all in favor,  
Resolution 2023-06, Hereby Accepting the Audited Financial Report for the  
Fiscal Year Ended September 30, 2022, was adopted.**

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132 **SIXTH ORDER OF BUSINESS**

**Public Comments: Agenda Items [3  
MINUTES PER SPEAKER]**

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135 Resident Ryan Foster thanked whoever had the dead palm tree across the street from  
136 his residence cut down and who mowed at a nearby property; in his opinion, the neighborhood  
137 is looking better. He questioned why the gym and The Meadows property are on the agenda, as  
138 he thought the gym issue was settled.

139 Resident Pallu Gupta asked if she could read a note from Don and Diane Taylor  
140 regarding a fee waiver request to rent the Clubhouse on August 12, 2023. An email regarding  
141 the request was previously forwarded to Mr. Adams to disseminate to the Board.

142 Mr. Castillo stated the Board will discuss and vote on this item later in the meeting.

143 Resident Carlos Guzman stated he was pleased that District Counsel is attending the  
 144 meeting and voiced his opinion that District Counsel should always attend regular meetings  
 145 because it benefits the Supervisors and residents. He expressed his opinion that the palm trees  
 146 are being overly trimmed by the landscapers and that excessive trimming is slowly killing the  
 147 palms. He is considering throwing an appreciation party for all residents who volunteered and  
 148 went door-to-door circulating the gym and The Meadows petitions. He asked for a waiver for  
 149 that.

150 Resident Brian Little thanked Mr. Acoff for his responsiveness to an email previously  
 151 emailed to the Board Members. He mentioned that a meeting notice was not sent to remind  
 152 residents of this meeting.

153

154 **SEVENTH ORDER OF BUSINESS** **Presentation/Discussion/Consideration of**  
 155 **District Management Services**

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 157 This item was presented following the Third Order of Business.

158

159 **EIGHTH ORDER OF BUSINESS** **Staff Updates**

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 161 **A. Envera**

162 This item was presented after Item 8C.

163 **B. Landscape Maintenance**

164 Mr. Steve Small, of LMP, stated crews are finishing a few bulbs and a proposal will be  
 165 presented for additional plantings for trees in certain areas. Asked about shrubs that were  
 166 recently over-cut and the \$7,000 cost, Mr. Small stated he was asked to do a 50% reduction on  
 167 the shrubs, as they were causing line-of-sight (LOS) complaints; he conferred with Mr. Hall prior  
 168 to making the cutbacks. In response to Mr. Castillo’s question, Mr. Hall stated the LAF  
 169 Committee requested the cutbacks. Mr. Castillo stated, going forward, costly cutbacks should  
 170 come before the CDD Board for approval.

171 Discussion ensued regarding areas that need to be updated, costs, street tree trimming  
 172 and pond maintenance.

173 **C. Allied Universal**

174 Mr. Henderson responded to questions regarding the 8.7% fee increase, the reasons for  
 175 a \$1 pay wage request and the turnover rate.

176 Mr. Hall noted that the proposal must be adjusted, as it includes taxes and the CDD is  
177 tax-exempt. Mr. Henderson stated it will be revised and presented at the next meeting.

178 ▪ **Staff Updates – Envera**

179 **This item, previously Item 8A, was presented out of order.**

180 Mr. Holiday provided the following update:

- 181 ➤ Envera is short-staffed and actively hiring new employees.
- 182 ➤ Envera is implementing kiosk scanners with zero moving parts or down time.
- 183 ➤ An Envera representative that deals with contracts will be making contact with CDD  
184 Staff regarding technology and newer features of items that Envera offers.
- 185 ➤ The CDD still needs a QR code. Envera is deploying AI-based customer services software.

186 Mr. Holliday responded to questions regarding captured data, the QR code and its costs,  
187 the kiosk, if he would like to attend an upcoming meeting, in person, to present the new  
188 technology. Ms. McIntyre asked if Mr. Holiday could provide Board Members with a written  
189 copy of the report/proposal prior to the presentation.

190 **Consideration of District Management Services – Resumed**

191 The Board and Staff compared the Breeze and Inframark proposals; particularly,  
192 presence, pricing, technology, customer service and communication.

193

194 **On MOTION by Mr. Fontcha and seconded by Ms. Belyea, with all in favor,  
195 awarding the District Management Services contract to Breeze Management,  
196 was approved.**

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199 Mr. Castillo informed Ms. Montagna of the Board’s decision to award the contract to  
200 Breeze Management and thanked her for calling in and presenting a proposal. Ms. Thibault  
201 accepted the contract offer and asked the Board to adopt the Resolutions that will facilitate the  
202 transition process.

203

204 **On MOTION by Mr. Castillo and seconded by Ms. McIntyre, with all in favor,  
205 Resolution 2023-07, Designating Employees of the New District Manager,  
206 Breeze Management, as Officers of the District, specifically, Patricia Thibault as  
207 Treasurer and Larry Krause as Secretary; Providing for the Expiration for  
208 Previous Non-Board Member Officers; Providing for Conflicts; Providing for an  
209 Effective Date; was adopted.**

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On MOTION by Mr. Castillo and seconded by Ms. Belyea, with all in favor, Resolution 2023-08, Designating the New District Manager, Breeze Management, as Authorized Officers for the District Accounts; Providing for the Expiration for Previous Authorized Officers for District Accounts; Providing for Conflicts; Providing for an Effective Date; was adopted.

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On MOTION by Ms. McIntyre and seconded by Ms. Belyea, with all in favor, Resolution 2023-09, authorizing and Designating Straley Robin Vericker, PA as Registered Agent and Registered Agent’s Office for the Purpose of Accepting Service of Process, Notice or Demand on Behalf of the Cory Lakes Community Development District, was adopted.

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**NINTH ORDER OF BUSINESS**

**Acceptance of Unaudited Financial Statements as of May 31, 2023**

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- **Check Register**

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- **General Ledger**

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Mr. Adams presented the Unaudited Financial Statements as of May 31, 2023 and responded to questions about bond payments, the debt service in Capri Isle, bond refinancing, public roads, private roads, the POA and the IRS.

234

The financials were accepted.

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**TENTH ORDER OF BUSINESS**

**Staff Report - Office Administrator: Dominique Green**

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Ms. Green presented the Office Administrator & Events Monthly Report.

240

Discussion ensued regarding the updated Cory Lake Facebook page, new technology and the events budget.

242

Per Mr. Acoff, Ms. Green will forward the Facebook page to the Board via constant contact. Per Ms. McIntyre, Ms. Green will send a notice to residents asking them to contact the Administrator’s office if security failed to notify them of guest visits.

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**ELEVENTH ORDER OF BUSINESS**

**Presentation/Discussion: MJ Sports Coaching Contract**

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This item was deferred to the next meeting.

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251 **TWELFTH ORDER OF BUSINESS**

**Discussion: After School Program**

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253 This item was deferred to the next meeting.

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255 **THIRTEENTH ORDER OF BUSINESS**

**Consideration of Reserve Advisors, LLC,  
Reserve Study Update Proposal**

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258 Discussion ensued regarding the Reserve Study Update proposal, insurance and the  
259 budget.

260 The consensus was to approve the Reserve Study after the transition process with  
261 Breeze Management Company.

262 Mr. Adams would insert the reserve study costs into the budget.

263

264 **FOURTEENTH ORDER OF BUSINESS**

**Continued Discussion: Potential Expansion of  
Existing Gym**

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267 This item was presented in conjunction with the Fifteenth Order of Business.

268

269 **FIFTEENTH ORDER OF BUSINESS**

**Discussion: Clubhouse Renovation Project  
Scope**

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272 Resident Todd Apple presented a draft of the Cory Lake Isle Community Clubhouse  
273 Renovation Project Scope and discussed the objective, expansion goals for the fitness center  
274 and Clubhouse, his recommendation to create a Special Project Committee to support this  
275 initiative, open items for the Committee and a proposed path forward calendar.

276 Mr. Acoff voiced his opinion that, once everything is finalized, a system must be  
277 developed to involve the community in the approval or denial of the project and residents  
278 should be able to give input at the beginning and end of the process.

279 Discussion ensued regarding the overall project timeline, workshops and which  
280 residents to have on the Committee.

281 Ms. McIntyre thinks it is important to inform the community that no decision has been  
282 made yet.

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On MOTION by Mr. Castillo and seconded by Ms. Belyea, with all in favor, establishing a Special Project Committee for the Clubhouse Renovation Project, was approved.

On MOTION by Ms. McIntyre and seconded by Mr. Acoff, with all in favor, appointing Mr. Todd Apple as Chair of the Special Project Committee, was approved.

On MOTION by Mr. Castillo and seconded by Ms. McIntyre, with all in favor, naming Mr. Ron Acoff as CDD Board Liaison to the Special Project Committee, was approved.

**SIXTEENTH ORDER OF BUSINESS**

**Consideration of Proposals for Resurfacing Priorities**

This item was deferred to the next meeting.

**SEVENTEENTH ORDER OF BUSINESS**

**Continued Discussion: Fiscal Year 2024 Proposed Budget**

Mr. Adams stated the proposed Fiscal Year 2024 budget in the agenda packet was updated and transferred to the working file. He reviewed the adjustments that were previously requested and made.

The Board and Staff discussed the 5% Allied Universal increase, Allied’s level of service, adding the Reserve Study to the budget, District Management fee increase compared to prior District Management company’s fee, outside facilities, the assessment levels year-over-year, resurfacing the tennis courts, increasing the paver budget to \$110,000, whether to eliminate palm tree trimming and the Capri bond debt.

Mr. Adams will adjust the budget, as discussed and stated there will be a \$105 increase in the operation and maintenance (O&M) assessments per home.

Mr. Adams would include the weir project as a discussion item on the next agenda.

**EIGHTEENTH ORDER OF BUSINESS**

**Consideration of Reissuance of Meadows Deed to Never Sell**

This item was deferred to the next meeting.

324 **NINETEENTH ORDER OF BUSINESS** Continued Discussion: Homeowner  
325 Action/Response Regarding Dispersion Pond  
326 [17923 Cachet Isle Drive]  
327

328 Mr. Babbar stated Staff has not heard anything additional from the homeowner; he can  
329 follow up with their attorney. Mr. Adams recalled that, at the last meeting, he reported positive  
330 dialogue with the attorney and the consensus was to wait to see if there is progress. Mr. Hall  
331 stated Staff received a notice from the Southwest Florida Water Management District  
332 (SWFWMD) about the dispersion pond.

334 **TWENTIETH ORDER OF BUSINESS** Discussion/Consideration: Beach Club  
335 Facility Rental Policies  
336

- 337 **A. Short Term Rental Agreement**  
338 **B. Long Term Rental Agreement**  
339 **C. Revisit of Beach Club Use Agreement Motion**

340 Discussion ensued regarding the user agreements, the August 12, 2023 resident  
341 appreciation event request, Mr. Guzman's request to hold a free community event, the Social  
342 Committee, Clubhouse exclusivity and eliminating exceptions.

343 No changes were made to the user agreements; residents still have access to the  
344 Clubhouse.

345 Ms. McIntyre motioned to deny the request for the August 12, 2023 event at the  
346 Clubhouse from 4:00 p.m. to 7:00 p.m. The motion died for a lack of second.

347 Ms. McIntyre will present the Charter for the official CDD Social Committee at the next  
348 meeting.

349

350 **On MOTION by Mr. Fontcha and seconded by Mr. Castillo, with Mr. Fontcha,**  
351 **Mr. Castillo and Ms. Belyea in favor, and Ms. McIntyre and Mr. Acoff**  
352 **dissenting, allowing the August 12, 2023 Resident Appreciation Event at the**  
353 **Clubhouse, from 4:00 p.m. to 7:00 p.m., based on a previously-granted**  
354 **exception to the Social Committee, recognizing that this will be the last**  
355 **exception that is made, was approved (Motion passed 3-2).**

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Items 20A, B and C were deferred to the next meeting.

359

360 TWENTY-FIRST ORDER OF BUSINESS Committee Reports

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362 A. Landscape Aquascape Facilities (LAF)

363 This item was deferred.

364 B. Safety and Security Committee

365 • Charter and Objectives

366 Ms. Thompson presented the June Security Committee Meeting Minutes and stated  
367 there was a discussion about a possible theft by two individuals in the on-site Office Manager’s  
368 office, conducting an investigation and filing charges against the alleged thieves.

369 Discussion ensued regarding the Security Committee Charter, reviewing security footage  
370 of the possible theft, monetary value of the theft and whether to involve District Counsel.

371 Mr. Babbar will revise the Charter, as per the comments, and suggested approval in  
372 substantial form.

373 Mr. Babbar will provide five-hours of legal services and help review footage of the  
374 potential theft with Mr. Hall and report his findings.

375

376 TWENTY-SECOND ORDER OF BUSINESS Approval of Minutes

377

378 A. Board of Supervisors: June 15, 2023

379 I. Summary of Motions

380 Line31: Change “Shaw to “Shah”

381 Line 32: Change “Guzma” to “Guzman

382 II. Regular Meeting

383 The following changes were made:

384 Line 31: Change “Shaw to “Shah”

385 Line 32: Change “Guzma” to “Guzman”

386 Line 407: Change “weirs” to “Meadows”

387 III. Action/Agenda or Completed Items

388 This item was not addressed.

389 B. Safety and Security Committee: June 20, 2023

390 C. Other

391

On MOTION by Mr. Fontcha and seconded by Mr. Acoff, with all in favor, the June 15, 2023 Summary of Motions and Regular Meeting Minutes, as amended, and the June 20, 2023 Safety and Security Committee Meeting Minutes, as presented, were approved.

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398 **TWENTY-THIRD ORDER OF BUSINESS****Staff Reports**

399

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

401 There was no report.

402 **B. Facilities Manager: John Hall**

403 Mr. Hall presented the July 2023 Activity Report and responded to questions about  
 404 damaged gym equipment, lighting at the Cross Creek entrance, a damaged Washingtonian tree,  
 405 the status of an \$8,000 recovery from Spectrum, the cricket pitch repair and the towing status.

406 **C. District Counsel: Straley Robin Vericker, P.A.**

407 There was nothing further to report.

408 **D. District Manager: Wrathell, Hunt and Associates, LLC**409 • **2022 Capital Improvement Project and LAF Requested 2023 Projected Analysis**

410 • **NEXT MEETING DATE: August 17, 2023 at 6:00 P.M. [Fiscal Year 2024 Budget**  
 411 **Adoption Hearing]**

412 ○ **QUORUM CHECK**

413 Mr. Castillo thanked Mr. Adams for his eight years of service to the CDD and suggested  
 414 that he forward a farewell letter to the residents. Mr. Adams stated he enjoyed his tenure and  
 415 takes pride in helping the CDD become solvent. He wished everyone well.

416

417 **TWENTY-FOURTH ORDER OF BUSINESS****Other Business**

418

419 There was no other business.

420

421 **TWENTY-FIFTH ORDER OF BUSINESS****Public Comments (non-agenda items) [3 minutes per speaker]**

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423

424 Mr. Guzman asked if homeowners are liable if a trespasser is injured or drowns on CDD  
 425 property. Mr. Babbar stated there is always a question of liability but because trespassers are  
 426 not authorized to be on the premises, the insurance company will hire defense counsel to  
 427 represent the CDD and the outcome depends on the jury or the judge's discretion.

428

429 **TWENTY-SIXTH ORDER OF BUSINESS**

**Supervisors' Requests**

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431 There were no Supervisors' request.

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433 **TWENTY-SEVENTH ORDER OF BUSINESS**

**Adjournment**

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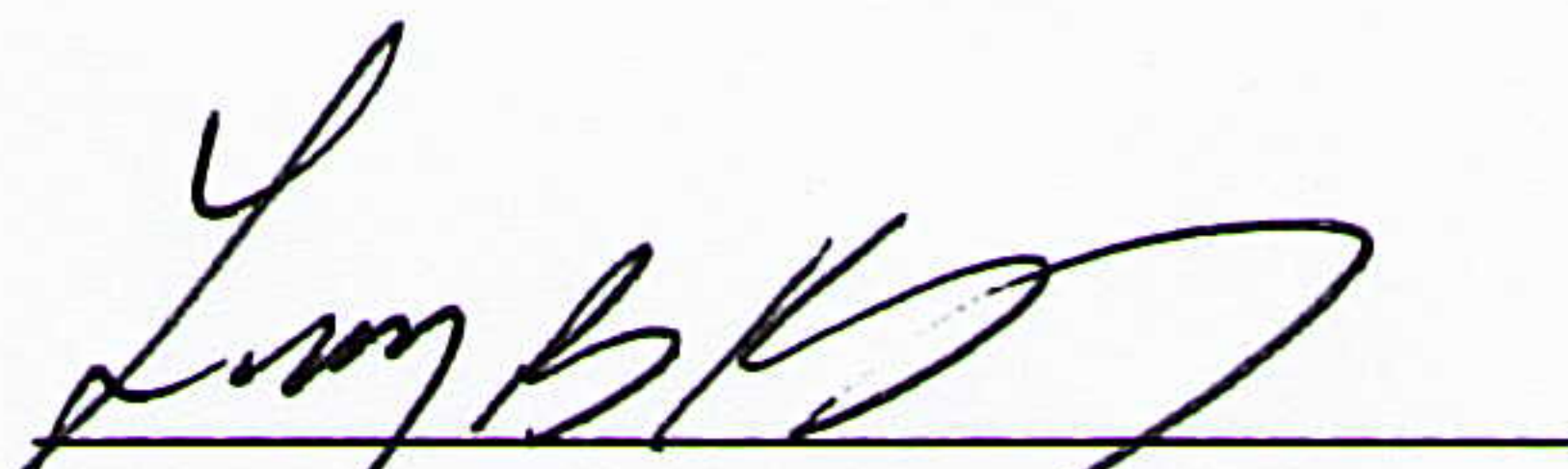
435 The meeting adjourned at 10:13 p.m.

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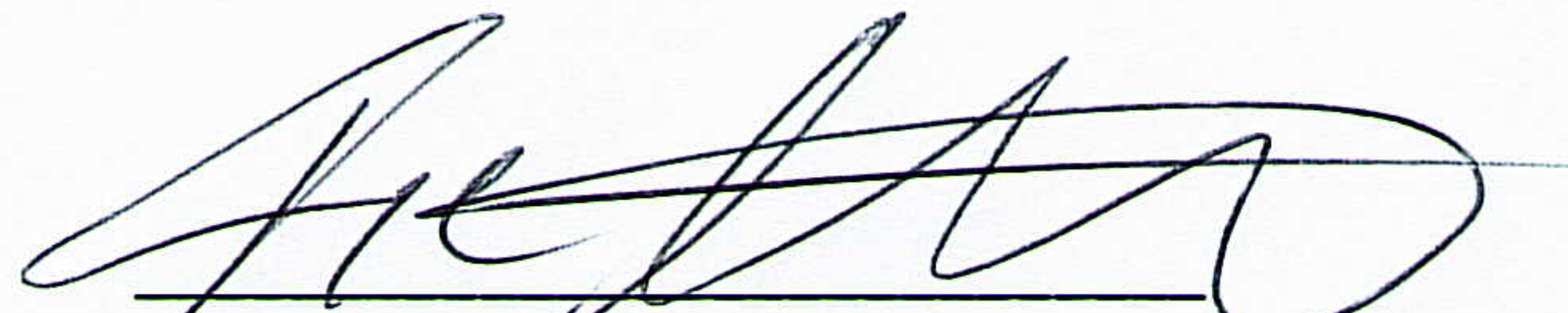
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[SIGNATURES APPEAR ON THE FOLLOWING PAGES]



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Secretary/Assistant Secretary



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Chair/Vice Chair