

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

A Regular Meeting of the Cory Lakes Community Development District's Board of Supervisors was held on **Thursday, December 15, 2016 at 6:00 p.m.**, at the **Cory Lake Beach Club, 10441 Cory Lake Drive, Tampa, Florida 33647.**

Present at the meeting were:

Jorge Castillo	Vice Chair
Sudhir (Sid) Shah	Assistant Secretary
Bob Woodards	Assistant Secretary
David Burman	Supervisor-Elect

Also present were:

Chuck Adams	District Manager
Phil Chang	District Engineer
John Hall	Facilities Manager
Wendy Darby	Office Administrator
Jason Hamilton	Alert Protective Services
Jerry Cushing	Alert Protective Services
Rory Harding	POA Manager
Rich Carpenter	Resident, LAF Committee Member
A.J. Forbes	Resident, Security Committee Member
Bob Babinjong	Resident
A. Cyril Spiro	Resident
Khamir Patel	Resident
Mylitta Butler	Resident
Remo Butler	Resident
Sheila Haque	Resident
Don Reich	Resident
Luise Burman	Resident
Angela Reimer	Resident
Sam Badawi	Guest

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 6:00 p.m., and noted, for the record, that Supervisors Castillo, Shah, Woodards and Supervisor-Elect Burman were present, in person. One seat was vacant.

SECOND ORDER OF BUSINESS

Administration of Oath of Office to Newly Elected Supervisors, David J. Burman [Seat 1], Robert Woodards [Seat 2] and Jorge Castillo [Seat 3] (*the following to be provided in a separate package*)

Mr. Sam Badawi, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Burman. Mr. Adams, a Notary of the State of Florida and duly authorized, administered the Oath of Office to Mr. Woodards and Mr. Castillo.

Since Mr. Woodards and Mr. Castillo were incumbents, Mr. Adams would forego an explanation of the following documents:

- A. Guide to Sunshine Amendment and Code of Ethics for Public Officers and Employees**
- B. Membership, Obligations and Responsibilities**
- C. Financial Disclosure Forms**
 - i. Form 1: Statement of Financial Interests**
 - ii. Form 1X: Amendment to Form 1, Statement of Financial Interests**
 - iii. Form 1F: Final Statement of Financial Interests**
- D. Form 8B - Memorandum of Voting Conflict**

Mr. Adams reminded Mr. Burman, as he had previously served on the Board, that he was subject to the Sunshine Law and to please govern himself accordingly. He also advised Mr. Burman that, if he wished to receive the \$200 per meeting stipend pay, he must complete and return the provided W-4. All Supervisors completed Form 1 for the current year, when they qualified, in June. Mr. Adams welcomed Mr. Burman to the Board.

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

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

Mr. Bob Babinjong, a resident, asked that the Board consider appointing a woman. He was pleased about the palm trees but concerned about the cross contamination, recommending that every tree cut be sanitized. Mr. Babinjong wanted to restore activities at the Clubhouse.

Mr. Castillo stated that the Board would discuss these items later in the meeting, under "Other Business".

Dr. Cyril Spiro, a resident, suggested leaving the black swing gates open during the day and using the gate arm at the Morris Bridge Road exit gate.

Mr. Khamir Patel, a resident, stated that he was a General Contractor (GC) in the state and the sealing of the pavers should be completed by a reputable company and Staff should call the manufacturer and representatives for the product. Whoever applied the product should not be the only company providing the guarantee or warranty, in case the company goes out of business.

Mr. Patel met with Mr. Shah and Mr. Hall to discuss the gym and offered to provide three options, including one for an indoor basketball court and another for an activities room. Mr. Patel felt that it was wise to invest a portion of the money on the indoor basketball court.

Mr. Castillo asked if Mr. Patel noticed the Glass-On test by the Morris Bridge Road entrance. Mr. Patel replied affirmatively. Mr. Castillo liked the result; however, applying the product around the entire community would cost \$1 million. Since this was a capital expense, the Board would not decide without surveying the community.

Mr. Castillo recalled that the Board surveyed the residents about the gym and there were mixed opinions about expanding the gym or constructing a new gym across the street from the Clubhouse. Constructing a new gym was not in the Fiscal Year 2017 budget but there may be funds to expand the gym. Mr. Castillo thanked Mr. Patel for his assistance.

Mr. Castillo asked Mr. Patel if he had experience with sealing pavers. Mr. Patel recommended Techniseal and Oldcastle Coastal.

Mr. Patel obtained a map of Cory Lake Isles (CLI) from the City Planner, which he would forward to his engineer to prepare the gym designs. Mr. Shah requested three options. Mr. Patel suggested utilizing 4,000 square feet (sq. ft) between the basketball court and storage shed or a larger space near the roller skating rink for a building with windows facing the woods. In response to Mr. Shah's question, Mr. Patel stated that the study was \$5,000 but he would only charge the District \$2,500 to \$3,000.

THIRD ORDER OF BUSINESS

Consideration of Candidates for Vacant Seat 4: *Term Expires November 2018*

Mr. Adams stated that three letters of interest and resumes were received for vacant Seat 4, prior to the agenda deadline, which was last Friday; however, subsequent to mailing the agenda packages, three additional letters of interest and resumes were received, prior to the submittal deadline of this past Monday, at 5pm. The six candidates were Ms. Mylitta Butler, Mr.

Derek Ledbetter, Dr. Cyril Spiro, Ms. Angela Reimer, Ms. Sheila Haque and Mr. Steven Hancz. Ms. Butler and Dr. Spiro were present. In response to a question, Mr. Adams stated that it was recommended that the candidates attend but not required.

A. Mylitta Butler

Ms. Mylitta Butler, a resident, stated that she would bring fresh ideas to the Board, as her mentality was “get it done”. She would use interpersonal communication skills to reach out to residents and have a special meeting, to learn what residents could add to the community through their expertise. Ms. Butler pledged to spend the District’s money wisely by getting the biggest “bang for the buck”, to retain the prestigious community that all residents moved to CLI for. Being cheap did not help if more money must be spent, later. She suggested purchasing the holiday lights and decorations and having Staff install and remove them. Ms. Butler favored evaluating the brick pavers before spending money to refurbish or replace them. She would not abuse her power or authority and would try to build a relationship with the POA to show a united front. Ms. Butler wanted to simplify issues with meetings and clarification, refrain from engaging in anything that may appear to be a conflict of interest and disclose anything that could be perceived as a conflict of interest. She would look for long-term solutions, instead of a “quick fix” to protect investments. Ms. Butler wanted resident friendly Board Meetings and preferred to meet in person, versus email. She suggested stressing to candidates that apply for the open seat that they must attend the meeting to be considered by the Board. A phone call acknowledging receipt of the resume and a date and time to attend to discuss their resume would have been appropriate.

Mr. Burman thanked Ms. Butler for her thorough presentation.

Mr. Shah asked Ms. Butler if she was a GC, as her profile showed expertise in commercial and residential renovations and remodels. Ms. Butler confirmed that she was not a GC but worked with one. Mr. Shah asked if she performed any work in CLI. Ms. Butler replied affirmatively, which would be a conflict of interest if she served on the Board. She renovated the Beach Club and homes in the community and worked with the team that completed the pool.

Mr. Remo Butler, a resident, stated that he was the GC that Ms. Butler was referring to but he did not have a GC license; however, he was fully qualified. Mr. Butler was disappointed in the lack of transparency because no one called to say that there was a meeting to discuss the candidates.

B. Derek G. Ledbetter

Not present.

C. A. Cyril Spiro

Dr. Cyril Spiro, a resident, served on the Board for the past six years, being nominated mid-term. After two years, he was appointed to a four-year term, which recently ended. He stood for civil liberties and fiscal responsibility, being personally involved in negotiating massive deals, for example, the Kolter deal, saving the community over \$250,000 in CDD fees, plus \$250,000 in savings, for total savings of \$500,000, or \$500 per home. Dr. Spiro urged the City Council to allow CLI to install signage in the community and, this year, he improved the relationship between the POA and the CDD, which was acrimonious over the past five years, resulting in mutual programs, such as street tree maintenance, which would be maintained by the CDD and not by residents. Dr. Spiro felt that he contributed greatly to the community, over the last year, and was proud of what he was able to accomplish and appreciative of the positive feedback from residents. Whether he was elected to the Board, Dr. Spiro appreciated the opportunity to serve on the Board.

▪ Sheila Haque

*****This item was an addition to the agenda.*****

Ms. Sheila Haque, a resident, stated that she lived in CLI since 2003 and would like to be involved in the community.

Mr. Castillo asked if she served on any other committee besides the Code Enforcement Committee (CEC). Ms. Haque replied no but she was active in the community, joining a book club and a Mom's group. Last year, she organized a block party. Mr. Burman clarified that the CEC that Ms. Haque served on was a POA subcommittee.

Mr. Castillo stated that Mr. Derek Ledbetter and Mr. Steven Hancz submitted resumes and asked if the Board wanted to make an immediate decision or defer until next month.

Mr. Woodards nominated Ms. Mylitta Butler.

Mr. Shah stated that he was impressed with Ms. Reimer's resume. Mr. Castillo recalled that Ms. Reimer served on the CDD Board in the past. Mr. Shah favored Mr. Hancz, who always attended CDD meetings.

Mr. Burman stated that, this afternoon, Board Members were inundated with emails and the general consensus was to have someone different on the Board, preferably a female, to balance the Board; therefore, Mr. Burman seconded the nomination for Ms. Mylitta Butler.

On MOTION by Mr. Woodards and seconded by Mr. Burman, with Mr. Woodards and Mr. Burman in favor and Mr. Castillo and Mr. Shah dissenting, appointing Ms. Mylitta Butler to fill the unexpired term of Seat 4, was not approved. (Motion failed 2-2)

Mr. Castillo stated that it was a challenge to elect a new Board Member and this was a difficult situation. He nominated Dr. Spiro, as he felt that Dr. Spiro made the largest difference in the community.

Mr. Shah seconded the nomination.

On MOTION by Mr. Castillo and seconded by Mr. Shah, with Mr. Castillo and Mr. Shah in favor and Mr. Woodards and Mr. Burman dissenting, appointing Dr. Cyril Spiro to fill the unexpired term of Seat 4, was not approved. (Motion failed 2-2)

Mr. Adams asked if the Board wanted to have further discussion or leave the position vacant and revisit the resumes and letters of interest at the next meeting .

Mr. Burman preferred to have a female on the Board, based on emails and phone calls that the Board received and urged the Board to reconsider appointing Ms. Butler. Mr. Shah stated that he only received two emails from residents wanting a change and not having the same people serve on the Board. If the emails included the reason, Mr. Shah would have considered it.

If this matter was tabled to the January meeting, Mr. Butler requested that the individuals who applied be contacted and asked to attend the January meeting.

Mr. Don Reich, a resident, did not know that sending emails was part of the process and would consider doing so, if it was formally part of the process. Mr. Burman stated that emails were sent to Board Members, personally.

Mr. Castillo recommended that this item be tabled to the January meeting. Mr. Burman wanted the Board to make a decision tonight. Mr. Castillo did not foresee the Board coming to a conclusion, as he was not going to change his vote and believed that Mr. Shah would not change his vote. Mr. Rich Carpenter, a resident, pointed out that there were six candidates to consider and the Board should agree on one. Mr. Burman asked if Mr. Shah would reconsider Ms. Reimer, if he seconded the nomination. Mr. Shah requested time to consider this matter further.

Mr. Castillo believed that all candidates were qualified to serve on the Board and recommended voting for the candidate that served on the Board but had to resign to run for a City Council seat, which was Dr. Spiro. If Mr. Shah wanted to reconsider a candidate, Mr. Castillo was willing to listen, noting that Mr. Hancz attended every meeting and Ms. Reimer served on a Board that was acrimonious. Mr. Shah stated that, in the three months that he served on the Board, he looked forward to attending every meeting because there was harmony. This was because of Dr. Spiro. If people did not get along with Dr. Spiro, it should not be an issue tonight.

Mr. Burman could not, in good faith, support Dr. Spiro serving on the Board because Dr. Spiro was undercutting the community and using committees to create a financial disaster. During the Phase 7, Capri Isle negotiations, a committee was formed by the Board with former Board Member, Ms. Vicki Castro, serving as Chair. The committee negotiated with Mr. Jim Harvey, President of Kolter Land Partners but, unbeknownst to the Board, Dr. Spiro met individually with Mr. Harvey to make a deal, which severely impacted the community. Mr. Burman read the following statement from Ms. Castro:

"Cyril went behind the back of the committee, several times, to have conversations with Kolter. One that stands out had to do with the assessment. In my recollection, his negotiation was the worst in the community. His actions definitely undermined the Board and its ability to negotiate with Kolter."

Mr. Burman stated that, due to the arrangement that Dr. Spiro made with Kolter, the assessment for Phase 7 remained at a base amount for years, giving the Board a fixed income to work against rising costs; however, over the past several years, the Board continually cut costs to balance the budget, including amenities and functions. In 2012, there was \$750,000 in reserves and, based on the Reserve Study completed in 2007, by 2012, the District should have a minimum of \$1 million in reserves, in the event of hurricanes or major construction; however,

the reserve was almost depleted. Under Dr. Spiro's leadership, the Clubhouse and pool were refurbished; however, it was supposed to be completed in two or three years but it was completed in one year, using capital.

Mr. Burman distributed an article about Dr. Spiro from a St. Pete blog, dated November 16, 2016, regarding items that Dr. Spiro did and did not complete. The statement that Dr. Spiro was never elected to the Board was untrue. Mr. Burman appointed Dr. Spiro to the Board in 2011. Mr. Burman pointed out that Dr. Spiro utilized CDD facilities and Staff to promote his campaign for City Council, micromanaged the community and disregarded advice from residents and committee members. During Dr. Spiro's term, at least three Board Members resigned, as well as members of the Strategic Planning Committee and LAF Committee. Dr. Spiro violated POA covenants by placing political signs in his front yard and, when asked by the POA to remove the signs, Dr. Spiro removed them but then replaced the signs and asked supporters to place signs in their yards. Mr. Burman distributed an article that appeared in a St. Pete blog about Dr. Spiro not making peace with the new councilman. Mr. Burman did not want someone serving on the Board that broke the laws, rules and regulations of the Board and wanted someone new to serve. If Board Members were not in favor of appointing Ms. Butler, Mr. Burman was in favor of appointing Ms. Reimer this evening.

Mr. Shah and Mr. Castillo did not wish to elaborate on the opinions expressed by Mr. Burman. Mr. Castillo stated that he would resign, if these were the type of meetings that were going to be held on a monthly basis. Mr. Shah hoped that Mr. Castillo did not resign. Mr. Adams suggested that the Board spend time reflecting on this matter and revisit it in January. A special invite would be sent to all candidates to attend the January meeting.

Dr. Spiro asked Mr. Adams to discuss the current financial status of the District. Mr. Adams referred to the "Balance Sheet" for the Operating Fund, in the Financial Statements. Under "Fund Balance", there was \$477,424 in the "Assigned: 3 months working capital" and \$739,910 in "Unassigned". This was considered the surplus fund balance and the reserve.

Mr. Shah asked Dr. Spiro to comment on Mr. Burman's statements about the Kolter deal. Dr. Spiro acknowledged that it was true that Ms. Castro was assigned by the committee to negotiate with Kolter but, during that time, the Board was tumultuous. When the Board decided to look for a GC for the Kolter deal, Ms. Castro walked out of the meeting, in anger, because the Board did not agree with what she wanted, which was for Kolter to be the sole source contract

with the Board. Because of the way that the Board Members were favoring or not favoring the deal, Mr. Harvey felt that Dr. Spiro could be persuaded in one direction or another and when Dr. Spiro surveyed the community to ask their opinion on the Kolter deal, the majority of residents were not interested because:

1. *Residents did not want small homes*
2. *Residents did not want Kolter owners to pay less than other residents*
3. *Residents wanted Kolter homes to match the rest of the community*

Dr. Spiro followed up with a survey asking if any of these reasons could be resolved, whether the residents would approve the Kolter deal; the majority said yes. When Dr. Spiro was driving to Atlanta with his family, Mr. Harvey called him to ask what he had to do to make the deal happen. Dr. Spiro told Mr. Harvey that homes could not be small, everyone had to pay the same assessment and there could not be more than three single-story homes in a row. Dr. Spiro wanted each home to pay \$500 but Mr. Harvey only wanted each home to pay \$250. Dr. Spiro felt confident that if the District received less money per home but had more homes, there would be enough money but he wanted to make sure that residents were protected, so he negotiated with Mr. Harvey to raise his assessment by \$250, while the District would lower the budget by \$250, for seven years but everyone would pay the same special assessment. This meant that the assessment for the General Fund budget was \$1,925 instead of the \$2,163 assessment that residents used to pay but special assessments could be increased, at any time, during the budgeting cycle, which was how the tennis courts were paid for. Dr. Spiro stated that the District saved \$250,000 by increasing the amount of money that Kolter paid and saved \$250,000 by decreasing the amount of money that District residents paid, and there would be a reserve in place for the duration of the deal, in case money was wasted, for any reason.

Ms. Burman asked why Dr. Spiro approved the deal with Mr. Harvey when he was not authorized to. Dr. Spiro stated that he made a decision as an individual Board Member because the committee was at a standstill and the Board was split; however, he had the freedom, as a Board Member, to decide for or against the Kolter deal, at a subsequent Board meeting.

Mr. Castillo agreed with the deal, as capital assessments should be used to make improvements within the community. If there was disagreement, this item could be placed on a future agenda.

This matter was tabled to the next meeting.

FOURTH ORDER OF BUSINESS

**Consideration of Resolution 2017-2,
Electing Officers of the District**

Mr. Adams recommended deferring this item until the vacant seat was filled. The Board functioned with Mr. Castillo serving as Vice Chair and the remaining Board Members as Assistant Secretaries.

There was Board consensus to defer this item.

FIFTH ORDER OF BUSINESS

Chairman's Opening Comments

This item was deferred.

SIXTH ORDER OF BUSINESS

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

This item was discussed following the Third Order of Business.

SEVENTH ORDER OF BUSINESS

Approval of Minutes

A. November 17, 2016

i. Summary of Motions

Mr. Adams presented the November 17, 2016 Summary of Motions and asked for any additions, deletions or corrections.

ii. Board of Supervisors Staff Directives

Mr. Adams presented the November 17, 2016 Staff Directives and asked for any additions, deletions or corrections.

iii. Board of Supervisors Meeting

Mr. Adams presented the November 17, 2016 Regular Meeting Minutes and asked for any additions, deletions or corrections.

B. December 5, 2016 Security Committee Meeting

Mr. Adams presented the December 5, 2016 Security Committee Meeting Minutes and asked for any additions, deletions or corrections.

C. November 28, 2016 – December 9, 2016 Sunshine Board (*to be provided under separate cover*)

Mr. Adams presented the November 28, 2016 – December 9, 2016 Sunshine Board Minutes and asked for any additions, deletions or corrections.

On MOTION by Mr. Woodards and seconded by Mr. Castillo, with all in favor, the November 17, 2016 Summary of Motions, Board of Supervisors Staff Directives and Board of Supervisors Meeting, the December 5, 2016 Security Committee Meeting and November 28, 2016 - December 9, 2016 Sunshine Board Meeting Minutes, as presented, were approved.

EIGHTH ORDER OF BUSINESS**Acceptance of Unaudited Financial Statements as of October 31, 2016**

Mr. Adams presented the Unaudited Financial Statements as of October 31, 2016. Since this was the first month of the new fiscal year, Mr. Adams noted limited activity. A deposit was paid for “Seasonal Holiday Decorations” and the remaining 50% was invoiced.

NINTH ORDER OF BUSINESS**Discussion: Guard Service Transition – Jason Hamilton; President Alert Protective Services**

Mr. Jason Hamilton, Chief Executive Officer (CEO) of Alert Protective Services, (Alert), introduced himself and Mr. Jerry Cushing, Regional Director.

Mr. Hamilton stated that one of the hardest things to do, as a service provider, was to walk into a situation where there was a state of flux, not just the staff. The right staff should be utilized to execute the community’s Post Orders. The guards wanted to do things that were convenient for residents, while trying to maintain a certain level of access control. The Envera system was implemented and guards were using it, on a regular basis, to provide access control; however, additional measures were taken, based on feedback from Mr. Hall, Ms. Darby, the Board and Mr. Adams.

Mr. Cushing stated that remedial training and shuffling of staff were implemented. The Envera system helped the access control process to run smoothly, as the initial database was difficult to use and time consuming. The new system was automated and decreased the number of issues.

Mr. Woodards asked why the lights were out inside of the guardhouse, at night. Mr. Hamilton replied that it was easier for the guards to see outside the guardhouse when the lights were out and the lights were not blinding to drivers when approaching the guardhouse. There will now be enough lighting for the officer to see out and for people pulling up to the gate to see an officer on duty. Mr. Woodards asked when this was implemented. Mr. Hamilton replied within the last two to three weeks.

Mr. Burman stated that the guard on duty at the Morris Bridge Road gate does not acknowledge anyone going through the gate. According to the Post Orders, the guards are supposed to provide recognition by nodding or waving. At times, residents could not tell if someone was in the guardhouse. Mr. Hamilton would inform the guards to stand up, greet the person and process the transaction through the access control procedures put into place by the community. Mr. Cushing asked for the date and time this occurred, so he could address the matter.

Mr. Castillo asked if the guard at Morris Bridge Road gate interacted with the truck lane, as he witnessed a truck in the truck lane for 15 minutes. Mr. Hamilton hoped that the guards would assist the truck; however, according to the Post Orders, there was a certain time in the evening that the truck lane could not be used. The guard's main priority was handling vehicles in the visitor lane. Mr. Hamilton would speak to the guards about treating someone in the truck lane like any other visitor.

Mr. Hall noted difficulty getting residents to input their information on myEnvera.com. Some residents removed telephone numbers, so they would not receive calls from Envera, which defeated the purpose. Mr. Hamilton suggested reinforcing the need for residents to utilize myEnvera.com, in January, because many residents were "snowbirds"; however, the process only worked as well as what was set up by the resident.

Mr. Shah recalled asking that the representative from Alert attend this meeting, due to the issues but, since the last meeting, services improved. Mr. Hamilton was pleased with the feedback, as he worked hard to address Mr. Adams', Mr. Hall's and Ms. Darby's concerns. Mr. Hamilton would speak to staff to discuss the concerns addressed tonight.

Mr. Castillo stated that several Capri Isle residents did not receive a letter with their user name and password. Mr. Cushing would speak with Envera's central station operator.

Mr. Hamilton distributed a synopsis, from October 3 to today, and reports for October, November and the first half of December. Mr. Hamilton and Mr. Cushing offered to discuss the different services that the officers provide, including patrols. The most current report showed the number of parking violations from the patrol officer, which provided useful feedback on what the guards were doing and the data collected.

TENTH ORDER OF BUSINESS**Continued Discussion/Update: Speed Table Proposals**

Mr. Chang obtained information from the City of Tampa for the speed tables constructed on Compton Drive, in Tampa Palms. They were not pavers but stamped concrete. Mr. Chang and Mr. Hall met with a contractor, on Tuesday, who was familiar with stamped concrete and provided the speed table detail. The contractor would provide a quote, in one to two weeks, for a paver speed table and an alternate for a stamped concrete speed table, as well as photos of their past work. Mr. Chang expected to receive the quote by the next meeting.

In response to Mr. Castillo's question, Mr. Chang did not investigate the paved walkways at the University of South Florida (USF). Mr. Castillo stated that USF had pavers that rise with concrete. Mr. Chang stated that the proposal was for concrete built up to pavers. Mr. Castillo noted that USF did not have pavers in the streets but it looked nice and suggested rubber pavers. Mr. Hall stated that rubber pavers were available in different colors, were less expensive and could be anchored into the asphalt. Mr. Chang would work with a contractor that provided rubber pavers.

In response to Mr. Castillo's question, Mr. Adams stated that he worked with portable speed humps but not speed tables. The portable speed humps were 3' wide and rise to approximately 3". They are not bone jarring and provide flexibility in location. In response to Mr. Woodards' question, Mr. Adams stated that portable speed humps were available in 10', 12' and 14'. Mr. Castillo asked Mr. Adams to obtain prices for three portable speed humps. Mr. Chang suggested using them as a pilot project. Mr. Adams estimated \$1,500 for 12' humps, which should have the required color and markings; red or brown would match CLI roads.

▪ **District Engineer**

******This item, previously Item 14.A., was presented out of order.******

Mr. Chang stated that the revised drainage structure drawings were completed and was waiting for a signed and sealed set. It would take one month to receive the construction specifications that would be attached to the boilerplate contract documents for bidding, along with the soil study by Universal Engineering Sciences (Universal) and the specifications from the Structural Engineer. Mr. Chang anticipated bidding the project in January and receiving proposals at either the February or March meeting. Mr. Adams stated that construction would commence in May or early-June, which was ideal, as water levels would be at the lowest point. In response to a question, Mr. Adams explained that the urgency was due to the dire condition of the drainage structures. According to the engineers, a collapse would be catastrophic; therefore, this was a public safety issue. Mr. Castillo asked if this expenditure would be paid out of reserves. Mr. Adams stated that there was a fund surplus of \$740,000. The cost estimate for this project was between \$150,000 and \$300,000.

Mr. Adams would send PDFs of the line drawings of the width and depth of the footings and structures and the soil report to the Board.

*****Mr. Chang left the meeting.*****

ELEVENTH ORDER OF BUSINESS

Consideration of Recreational Amenities Suspension Policy and Incident Report

Mr. Adams stated that, as a result of an incident that Mr. Hall had with a resident over a Porta-Potty that was erroneously dropped in their front yard, the Board requested an abuse policy. District Counsel provided an outline of a recommended Amenities Suspension Policy. Mr. Woodards suggested that the Board review the policy and provide comments. Mr. Adams stated that there was a noticing requirement, in terms of the number of days to advertise for a policy change/adoption.

Mr. Burman asked what the policy would be used for. Mr. Adams replied that the policy addresses the abuse of an employee, which could be expanded towards Board Members, as well. Mr. Burman asked if the policy could be expanded, to include residents that disregarded rules and regulations, such as parking illegally. Mr. Adams recommended a separate policy. Mr. Hall indicated that Mr. A.J. Forbes, Chair of the Security Committee, mentioned parking policies on the Sunshine Board. Mr. Burman recalled that, under the old policy, the POA would have enforcement powers to enforce parking; however, the POA attorney decided that the POA

bylaws were not specific enough to enforce what was on CDD property, so the POA stopped enforcing parking. Mr. Adams stated that the District did not have a specific incident with overnight parking but, under the rules and policies of the District, once it was brought to the attention of the offender and they continued to disregard, some enforcement steps could be taken, in terms of removing or retracting privileges for certain CDD facilities.

Mr. Shah suggested that the Security Committee review the policy. Mr. Adams recommended that District Counsel prepare a policy and review the current rules to see if updates were necessary, as laws may have changed over the years.

There was Board consensus to approve the abuse policy prepared by District Counsel and incorporate into the current rules and policies and for District Counsel to prepare a penalties policy, update the current rules and policies and provide at the January meeting.

******The meeting recessed at 8:13 p.m.******

******The meeting reconvened at 8:22 p.m.******

TWELFTH ORDER OF BUSINESS

Discussion: Results of Researching solar Powered Streetlights

Mr. Adams and Mr. Hall researched the Lumens and discovered that the technology was not in place to properly illuminate a street light system like CLI, even though the lights were LED versus high pressure sodium. Mr. Adams recommended continuing to monitor development of solar powered streetlights. There were buyout opportunities of the existing equipment, from TECO, such as the District buying out the poles and retrofitting them with a decorative head; however, this would remove the District from the tariff program with TECO. Since the existing TECO poles were tied in directly to the closest transformer, once removed from the existing program with TECO, segments of poles must be tied together with conduit and run through a meter. This would be expensive and disruptive to complete. Solar lights were up and coming. Babcock Ranch, in southwest Florida, used solar power in their town center and plans were to have solar power throughout the entire community. Mr. Adams suggested revisiting solar power in three to four years, buying out the system with TECO so that solar lights could be mounted on the existing poles. Mr. Adams would continue to monitor the situation and come back to the Board if something changed.

THIRTEENTH ORDER OF BUSINESS**Discussion: Results of Researching Local Tree Wholesaler for Future Tree Replacements**

Mr. Adams was obtaining pricing from three local nurseries for replacement trees, including Sunscape Tree Farm and Treemart. One vendor would not remove the trees but all three would supply and install the trees and provide a six-month warranty. None had an issue replacing a tree that had Ganoderma with a new tree and providing a warranty. Once Mr. Adams received the prices, they would be compared with the prices from Landscape Maintenance Professionals, Inc., (LMP). Mr. Adams anticipated that the prices from the nurseries would be less and would provide at the January meeting.

Mr. Castillo preferred a one-year warranty. Mr. Hall spoke to a tree farm that offered a one-year warranty on the trees; however, they did not have 35' Washingtonians, like along the entryway. Mr. Adams noted that there would be mixing and matching, as the District would purchase the tree from the nursery that offered the lowest price and the longest warranty.

A resident asked if residents could choose the tree or if there was a standard tree. Mr. Adams recalled that the intent was to replace with the same tree, except for the Sabal Palm tree. Mr. Castillo stated that it was the homeowner's responsibility to replace their tree and the purpose of this discussion was for the District to replace dead trees. Mr. Adams stated that, even though there was pricing for trees for the street tree program, residents could purchase their tree at the same price. Mr. Castillo asked staff to send out an email to homeowners, once the nursery and the trees were chosen.

Mr. Woodards voiced concern about the warranty on a tree that was cross contaminated. Mr. Hall stated that, as part of LMP's contract, LMP was supposed to clean after each tree trimming. Mr. Woodards clarified his concern that, if one tree had a disease and it was trimmed, the trimming device would be contaminated. Mr. Hall stated that there was a possibility of cross contamination, if the blade was not treated with alcohol.

FOURTEENTH ORDER OF BUSINESS**Staff Reports****A. District Engineer**

This item was discussed after the Tenth Order of Business.

B. Office Administrator

Ms. Darby stated that, after the Envera system went live, on December 16, many residents came into the facility with issues; however, at this time, the number of complaints decreased, dramatically. She was issuing 60 to 65 barcodes per month, due to the turnover of vehicles. There were five new residents in the last 30 days from new home sales.

Ms. Darby was reorganizing all resident files and prior CDD meetings and agendas. Hard copies and digital copies were discussed, as well as condensing resident files, since the current file storage was too thick.

Ms. Darby reported that KDM publishing, the publisher for *The Islander*, was reducing the District's allotted page content. They will allow as many pages of advertising at no charge but, starting in January, the District was only allotted four pages. She was working with the graphic designer and editor to determine how the four pages could be condensed. Ms. Darby was working with Ms. Lisa Kagan, who was scaling down the events; however, events were not held each month.

Ms. Darby stated that Race for a Place was held on Saturday and there were no complaints from residents. Upcoming events were the Christmas party. Although there were 60 RSVPs for the boat parade, over 300 people attended. Food was in short supply but there were no complaints. The food and wine pairing, scheduled for January, was rescheduled to February, due to a scheduling conflict.

Regarding security, Ms. Darby stated that there was a dual system for barcode access, so that residents could access the gate without any problems. People that were not supposed to be in the community were provided access but a stop gate was being installed to resolve the matter. Due to the dual system, Staff was able to see, in real time, which barcodes were being denied by the e-merge system within the Envera system. Mr. Castillo asked if residents could check in with their barcode, manually. Ms. Darby replied affirmatively. Mr. Castillo asked if it was improving, at some point, and the inactive barcodes would be removed. Ms. Darby replied affirmatively, noting that there were incidents where a barcode was "Denied by the Envera system" because the owner had a barcode from another community. Mr. Castillo recalled discussion at the security meeting about providing new barcodes. Ms. Darby stated that it was unnecessary, once the stop gap was put into place. Suggestions were made to have a banner or sign at the front gate informing the owner what to do if their barcode was not working.

Mr. Woodards asked if there was a policy for residents to turn in their barcodes before moving out of CLI. Ms. Darby replied no, which was an issue because barcodes did not have an expiration date. In response to Mr. Woodards' question, Ms. Darby stated that renters were unique but they were able to capture, through one database program, an end date that would filtrate through their fingerprints and barcodes. Mr. Burman asked if the barcodes of a prior owner could be voided. Mr. Hall replied affirmatively, if the barcode was entered into the system correctly. In many cases, the barcode was not affixed to the right vehicle or there were clerical errors. Mr. Adams stated that was part of the problem with this process but the database would be perfect. Mr. Castillo recommended that a barcode be deleted if it was not used for six months. Ms. Darby stated that, when the barcode range was provided to Envera, each address was manually reviewed. If a barcode was not used in a year, it was deleted; however, some residents have barcodes for specialty cars, which they only drive in the community and some barcodes had the wrong address. The fingerprint scanners would have a dual system for a seamless transition but there must be a stop date.

Mr. Castillo questioned the purpose of the fingerprint scanner in the resident lane. Ms. Darby explained that a resident could use the fingerprint scanner if they were in a friend's car or a rental car. Fingerprinting would occur in January and the scanner should be operational on February 1.

Mr. Castillo heard, at the Security Committee meeting, that Capri Isle residents did not receive passcode letters. Mr. Hall stated that mailing addresses were obtained from the Property Appraiser website and, for many lots, Kolter or Ryan Homes were listed as the property owner.

*****Ms. Darby left the meeting.*****

C. Facilities Manager

Mr. Hall distributed warranty and insurance information from Glass-On.

Mr. Castillo recalled discussing using Glass-On on the pool deck and the parking lot but did not know if the Board made a decision. Mr. Hall stated that the Board approved a test spot of Glass-On to test the appearance and durability. The Board did not decide on the pool deck and parking lot. Dr. Spiro stated that a comment was made about the area by the tennis courts looking spotty. Mr. Adams stated that Glass-On used different colors on purpose. Dr. Spiro recalled that the Board wanted to see the results of the test area, consider the pool this year but

the streets would not be considered until next year. The owner was supposed to provide a quote for the pool. Mr. Hall did not receive it and would contact the owner.

Mr. Hall wanted Mr. Patel's paver to demonstrate the product they use from Dow Industries and for Brick Paving Systems to demonstrate the product they use at their residential properties, which was Wetlock. The oil stains could not be removed because the oil was absorbed into the concrete but Glass-On could mask the stain. Mr. Castillo stated that what Glass-On did looked good. Dr. Spiro suggested having Republic Services (Republic) pay for an application of Glass-On on Cory Lake Drive, from Bermuda to Martinique. Mr. Shah asked if Glass-On could be applied on Cachet Isle Drive, before the gate, which had oil stains. Mr. Hall stated that using Glass-On on small areas throughout the community would look uneven. Mr. Adams stated that the suggested area had a high volume of traffic and would show how Glass-On was affected by wear and tear. Mr. Hall stated that, if Glass-On did not cover the oil in the test area, the pavers could be removed and replaced.

Mr. Castillo recommended that Mr. Hall obtain proposals from Glass-On, for the pool deck, parking lots and all stained areas and provide at Sunshine Board. Mr. Hall would negotiate with Republic to pay \$4 per sq. ft. to replace oil stained pavers or \$.99 per sq. ft. to apply Glass-On on Cory Lake Drive, approximately 1,400', or ¼ mile, from Bermuda to Martinique. Mr. Hall recalled that Republic reserved money for the CLI oil spills. There was Board consensus.

Mr. Shah stated that Republic paying \$.99 per sq. ft. to apply Glass-On was a good deal but wondered what happens if the oil returned in six months. Mr. Castillo suggested discussing this matter further at the Sunshine Board when they had the Glass-On proposals. Mr. Adams recommended settling with Republic to pay \$2 per sq. ft.; paying \$1 per sq. ft. to Glass-On and placing the remaining \$1 per sq. ft. into reserves.

A resident asked if Staff investigated the effect of the seepage of oil on land. Mr. Shah replied that an oil spill was like a sponge; oil spots on hard surfaces return. Chemicals help but destroy the pigment of the pavers. Mr. Hall stated that the pavers were concrete and color was added to the cement mix to get the pigment of the bricks. The speckled, checkered look appeared as the top layer of the paver wears off. Like the sidewalks, once the aggregate appeared, the sidewalk rapidly declines, creating holes and pitting. In many areas, pavers had holes because the top layer wore off. If Glass-On worked as advertised, it would provide a layer of protection to the pavers.

Mr. Woodards noted that there were many fallen trees, which he wanted to show Mr. Hall. Mr. Hall stated that water levels were low enough that LakeMasters could remove the trees.

Mr. Hall stated that the volleyball courts were installed. A yellow marker was drawn along the outside, so that the area could be graded and sodded. There were wooden pegs, which would be removed. Mr. Shah asked about the tubing. Mr. Hall stated that the top edge of the tubing would remain. Mr. Shah stated that area outside of the line was rough. Mr. Adams stated that backfill would be added, so there would be a smooth transition from turf to sand. Mr. Hall had two pins for the end of the nets to show where a ball was hit out of bounds. The pins must be affixed with Velcro. Mr. Shah stated that the net was sagging. Mr. Hall would tighten the net and ask Mr. Patel about the pins and pegs.

Mr. Hall reported that the sidewalk was complete but mulch must be re-spread.

Mr. Hall was spending most of his time on the Christmas lights, ensuring that every place that was supposed to have power had power. Mr. Shah noticed that the contractor used a large truck. Mr. Hall stated that they were fixing a string of lights. When a section of lights were out, Mr. Hall called the contractor; within one day, they were onsite.

Mr. Castillo asked if the Board approved lighting for the sidewalk. Mr. Hall replied that the lighting would come from existing light poles; however, there was power for pathway lighting in darker areas. Mr. Castillo suggested having a few pathway lights. Mr. Hall would add the lights after the area was graded and landscaped. In response to Mr. Shah's question, Mr. Hall stated that there were too many trees for solar lights but there could be low voltage lighting for under \$100.

Mr. Castillo asked about the radar signs. Mr. Hall replied that Envera installed their boxes and conduits today and would contact TECO and Verizon to perform their work. The new radar arrived and runs off of the 110 power supply. Mr. Hall suggested monitoring speeding at both entrances because, when he was working on the gates, cars were squealing around curves. A resident questioned the next step, once speeders were identified. Mr. Castillo stated that, as a first offense, the individual would receive a letter, as a warning. The Tampa Police Department (TPD) offered to knock on the door of second offenders. Mr. Adams stated that the Board did not have policing powers. Mr. Castillo stated that speeders must be caught in the act in order to

receive a ticket. Mr. Hall stated there must be a certified camera, which the District was not certified to have but the radar signs were a deterrent.

D. District Manager

Mr. Adams engaged International Sign Company for the informational signs at the entrances, since the Land Development Code (LDC) was changed to allow the signs within the CDD. The cost for the signs did not change but there would be a slight change in the wording of the sign to conform to the new language in the LDC. The initial deposit was in process and the signs should be installed in early 2017. Mr. Hall must energize the sign, as it was currently on a photocell.

FIFTEENTH ORDER OF BUSINESS

Committee Reports

A. Security

Mr. Adams stated that the Security Committee provided their revised Mission Statement.

Discussion ensued regarding Dr. Spiro's suggestion to close the new swing gates on Morris Bridge Road, during the day and using the black gate arms. Mr. Hall voiced concern about someone driving underneath the arm, causing the arm to get stuck. Mr. Castillo suggested a long LED gate arm to prevent drivers from hitting the arm. Mr. Hall stated that, last week, two drivers hit the arm and a lighted arm cost \$750. Mr. Burman proposed using the lighted arm on a trial basis. Mr. Hall asked the guards to lock the exit arm, during the peak traffic time, from 6:00 a.m. to 9:00 a.m.

There was Board consensus to install a long LED gate arm, on a trial basis, at Morris Bridge Road and keep the metal gates open, from 6:00 a.m. to 6:00 p.m.

B. Finance

Dr. Spiro would continue serving on the Finance Committee and asked Mr. Adams to provide the preliminary financials.

C. Landscape Aquascape Facilities

There being no report, the next item followed.

Discussion ensued regarding the Security Committee's revised Mission Statement.

On MOTION by Mr. Castillo and seconded by Mr. Burman, with all in favor, the revised Security Committee's Mission Statement, was approved.

D. Other

This item was not discussed.

SIXTEENTH ORDER OF BUSINESS

Other Business

Mr. Castillo addressed the following issues:

1. *Restoring Activities at the Clubhouse*

Mr. Castillo recalled that money was budgeted for events. Mr. Adams stated that six to eight large events were approved. Mr. Woodards suggested looking at restoring smaller events. Mr. Adams would ask Ms. Kagan to compile a list of all events, with prices and attendance, and provide at the Sunshine Board. In response to a question, Mr. Adams stated that funds could be re-appropriated within the budget and fund balance to cover additional events.

Dr. Spiro recalled that \$60,000 was budgeted for events but residents were against it. Residents wanted to budget \$30,000 for eight events.

2. *Gym/Activities Room*

Mr. Shah felt that \$2,500 to \$3,000 for options and designs from Mr. Patel was reasonable. Mr. Woodards wanted residents to review the designs.

Mr. Burman suggested separating the large room into small cubicles for meetings and card games. Mr. Hall estimated 4,000 sq. ft. to build a gym next to the basketball court and, behind the old tennis courts and hockey rink, there could be an L-shaped building, with a larger area behind the hockey rink and a smaller area behind the tennis courts, which could be used for yoga or storage. Mr. Burman asked if there was room to expand in the future. Mr. Hall replied that the area beside the hockey rink was large enough to expand. Mr. Shah favored an indoor basketball court. Mr. Hall pointed out that it was a large capital expense. Mr. Adams noted that indoor basketball courts could be used for volleyball, zumba and events.

On MOTION by Mr. Woodards and seconded by Mr. Burman, with all in favor, the study to be prepared by Mr. Khamir Patel for a gymnasium across the street from the Clubhouse and reconstruction of the Clubhouse weight room, in a not-to-exceed amount of \$3,000, was approved.

3. *Resident Friendly Meetings*

Mr. Castillo suggested serving snacks at the meetings. There was Board consensus to serve water.

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

Dr. Spiro recalled that the newsletter once had unlimited space, then there was as much space as advertising and, now, the publisher was offering less space, due to less advertising. Dr. Spiro suggested looking at other publishers. Mr. Shah stated that there was a high demand for digital newsletters. Mr. Castillo asked Dr. Spiro to provide alternatives to the Sunshine Board.

Mr. Shah recalled that a CDD candidate complained that CDD meetings were not being advertised; however, meetings were advertised in *The Islander* and on the CDD website but no one attended. Mr. Reich stated that residents attend when items affect their pocketbook. Mr. Harding would work with Ms. Darby and Mr. Reich on the posting of CDD meetings.

Mr. Reich stated that a wheelchair bound resident wanted to fish off of the pier but it was not ADA compliant. Mr. Adams would ask Mr. Chang to evaluate the pier.

EIGHTEENTH ORDER OF BUSINESS Supervisors' Requests

Mr. Castillo asked about the land across from Capri Isle, which was appraised at \$1.2 million. Mr. Adams stated that the amount depended on the use. Mr. Hall confirmed that the small strip next to it was owned by the CDD. Mr. Adams stated that the property was a required flowway to provide drainage from one wetland to another. Mr. Castillo recalled that the Board wanted to use the land for a gym or sell half of the land and use the other half for green space. Mr. Adams stated that the Board tabled the discussion until the location for the gym was finalized, as the Board wanted to use it as a funding source. Mr. Castillo suggested waiting until

the Board received the gym study. Mr. Adams stated that the Board should commence with the permitting, before selling the land.


NINETEENTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned at 10:07 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/Vice Chair