

**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, May 18, 2017 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	Chair
Sudhir (Sid) Shah	Vice Chair
Bob Woodards	Assistant Secretary
Sheila Haque	Assistant Secretary
David Burman ( <i>via telephone</i> )	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
John Hall	Facilities Manager
Wendy Darby	Office Administrator
Tony Grau ( <i>via telephone</i> )	Grau & Associates
Khamir Patel	KHP Developers
Rich Carpenter	Resident, LAF Committee Member
A.J. Forbes	Resident, Security Committee Member
A. Cyril Spiro	Resident, Finance Committee Member
Steven Hancz	Resident
Sheryl Springer	Resident
Dr. Amrit Patel	Resident
Prashant Bodhe	Resident
Maria Hyphen	Resident
Harry Ramphal	Resident
Roria Manfred	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Adams called the meeting to order at 6:02 p.m., and noted, for the record, that Supervisors Castillo, Shah, Woodards and Haque were present, in person. Supervisor Burman was attending via telephone.

**SECOND ORDER OF BUSINESS**

**Chairman's Opening Comments**

There being no opening comments, the next item followed.

**THIRD ORDER OF BUSINESS**

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

Ms. Sheryl Springer, a resident, presented a few forthcoming events. The next Tampa Police Department (TPD) roll call was scheduled for May 23, 2017 at 7:00 p.m., at this location. The second drop-off/collection event will be on June 24, 2017. Anyone interested in assisting and/or participating should contact Mr. A.J. Forbes. Volunteers with trucks were especially in demand. In response to a question, Ms. Springer stated that the TPD roll call was a meeting where TPD Members met with local residents, in a public setting, like Wal-Mart or a Community Center, to discuss community safety, the new Tampa, etc. Residents found these meetings informative and worthwhile.

Mr. Steve Hancz, a resident, stated that the monument, in the shopping area, was poorly-lit and hazardous. Installing a solar, battery-powered apparatus would be better than nothing. Mr. Hancz was excited about upcoming CDD projects such as the new gym, and looked forward to that discussion. Mr. Shah commended Mr. Hancz and a few other homeowners on their involvement and interest in the community.

Mr. Rich Carpenter, a resident, requested that the wording on the monument be changed from “Cory Lake Isles” to “Cory Lake Drive”. This would be discussed during the Sixteenth Order of Business. The language of the old and new tennis court rules and policies should be compared, prior to approval. He supported limiting playing time to one hour during high traffic periods and granting the Facilities Manager authority to oversee all programs. He was also concerned about maintenance. Mr. Castillo stated that those issues would be addressed.

Dr. Amrit Patel, a resident, was also interested in the tennis court policies. Mr. Castillo stated that it would be discussed under Item 7D, “Ad-hoc Tennis Committee: Usage/Rules Recommendations”.

**FOURTH ORDER OF BUSINESS**

**Presentation of Audited Financial Report for Fiscal Year Ended September 30, 2016, Prepared by Grau & Associates**

Mr. Grau presented a summary of the Audited Financial Report for Fiscal Year Ended September 30, 2016. The “Independent Auditor’s Report”, on Pages 1 and 2 reflected a clean opinion . The “Change in net position” on Page 5, reflected a loss of \$114,506, for Fiscal Year 2016. On Page 10, the “Balance Sheet” for “Governmental Funds” reflected a “Fund balance” of \$2,145,000. Page 11 reflected a “Total Governmental Funds” of \$21,204. “Note 6- Capital Assets”, on Page 19 reflected “Total accumulated depreciation” of \$876,711. Mr. Grau concluded that the District was in compliance and there were no findings.

In response to Mr. Shah’s question regarding the Reserve fund, Mr. Grau stated that appropriations were greater than the budgeted revenue and the overage was paid from Reserves. Working capital and unassigned funds were available for use for any purpose. Mr. Adams recalled that, upon finalizing the budget Fiscal Year 2016 budget, \$108,019 was utilized from Fund Balance for capital projects, which kept assessments at \$1,925. The “Working capital” for the first three months of Fiscal Year 2016, as reflected on Page 9, was \$540,419, which was largely untouched, unlike the “Unassigned” amount of \$750,419, immediately below that, which was used to fund projects such as the drainage control structure. Mr. Shah asked if the District had a balanced budget in Fiscal Year 2016. Mr. Adams replied affirmatively. The District’s expenses did not exceed revenues but, if they did, a budget amendment would have been necessary. The District received a clean or “unmodified” audit opinion and was in a very strong financial position.

**FIFTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-8, Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2016**

Mr. Adams presented Resolution 2017-8 for the Board’s Consideration.

**On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, Resolution 2017-8, Accepting the Audited Financial Report for the Fiscal Year Ended September 30, 2016, was adopted.**

**SIXTH ORDER OF BUSINESS**

**Approval of Minutes**

Mr. Adams presented the April 18, 2017 LAF Committee Meeting Minutes and asked for and additions, deletions or corrections.

**A. April 18, 2017 LAF Committee Meeting**

**B. April 20, 2017**

**i. Summary of Motions**

Mr. Adams presented the April 20, 2017 Summary of Motions and asked for any additions, deletions or corrections.

**ii. Board of Supervisors Staff Directives**

Mr. Adams presented the April 20, 2017 Board of Supervisors Staff Directives and asked for any additions, deletions or corrections.

**iii. Board of Supervisors Meeting**

Mr. Adams presented the April 20, 2017 Board of Supervisors Regular Meeting Minutes and asked for any additions, deletions or corrections. The following change was made:

Line 251: Change “gutters” to “streets”

**C. May 2, 2017 LAF Committee Meeting**

Mr. Adams presented the May 2, 2017 LAF Committee Meeting Minutes and asked for and additions, deletions or corrections.

**D. May 11, 2017 Finance Committee Meeting**

Mr. Adams presented the May 11, 2017 Finance Committee Meeting Minutes and asked for and additions, deletions or corrections.

**E. May 2, 2017 – May 16, 2017 Sunshine Board *(to be provided under separate cover)***

Mr. Adams provided and presented the May 2, 2017 – May 16, 2017 Sunshine Board Minutes and asked for any additions, deletions or corrections.

**On MOTION by Mr. Shah and seconded by Ms. Haque, with all in favor, the April 18, 2017 LAF Committee Meeting, the April 20, 2017 Summary of Motions and Board of Supervisors Staff Directives, as presented, the April 20, 2017 Regular Meeting Minutes, as amended, the May 2, 2017 LAF Committee Meeting, the May 11, 2017 Finance Committee and the May 2, 2017 – May 16, 2017 Sunshine Board Meeting Minutes, as presented, were approved.**

**SEVENTH ORDER OF BUSINESS****Committee Reports****A. Security**

Mr. Forbes requested two additional security cameras. He would continue to study the speed tables and radar to expose residents who speed. Although the CDD was limited, in terms of reprimanding speeders, the POA could enforce speeding measures, per Florida Statutes. District Counsel should examine the wording in the Statutes. Mr. Adams stated that it was more appropriate for the POA attorney to do so, since he would be an expert on POA law. The District must rely on the TPD for enforcement power and could provide collected data and evidence to the TPD, as public records. Mr. Castillo stated that, based on the Statutes, the CDD could send letters to speeders and report them to the TPD. Mr. Adams stated that the District could send notifications and speed reports; however, it could not restrict bar codes or access to amenities. Discussion ensued regarding the CDD and POA Covenants, speed tables, cameras, speed humps and the TPD. Mr. Shah suggested exposing speeders on a bulletin board. Mr. Woodards would support Mr. Shah's idea, if it was legal. Mr. Forbes asked for the Board's approval to post CDD Rules and Regulations on the CDD website and on social media to alert residents that speeders would be exposed on a "Wall of Shame".

Ms. Maria Boley-Hieken, a resident, asked if she could post speeders' photos and license tags on a community Facebook page. Mr. Castillo did not recommend posting resident information on social media. Such actions may lead to lawsuits and retaliation. Mr. Shah recommended sending an annual letter to residents containing the CDD Rules and Regulations and uploading it to the CDD website. Mr. Adams stated that the official CDD website was corylakescdd.net. In response to Mr. Shah's question, Mr. Adams stated that the POA bylaws were not posted on the CDD website; however, there were links connecting the two websites.

**On MOTION by Mr. Shah and seconded by Mr. Woodards, with all in favor, authorization for Staff to enforce speeding violations by completing Phase I, District Counsel sending a letter to speeders, and Phase II, arranging for TPD to visit speeders, was approved.**

Mr. Woodards suggested an e-blast alerting residents that speed limits would be strictly enforced. Ms. Darby would draft and forward the e-blast.

**B. Finance**

This item was presented following the Fifteenth Order of Business.

Ms. Haque asked if the District could set aside funds to facilitate “Welcome Wagon” gestures for new residents and tenants. She asked for \$5 to \$10 per welcome packets and plant. Ms. Springer stated that the POA President confirmed that the POA could not contribute, due to a lack of funds.

**On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, authorization to distribute a Welcome Packet and plant to new owners and tenants, in a not-to-exceed amount of \$10 per home, or \$700, annually, effective June 1, 2017, was approved.**

**C. Landscape Aquascape Facilities**

Ms. Haque noted sidewalk damage near a new home construction site. Mr. Shah stated that the builder was responsible for the damage and would eventually make the repairs. Mr. Hall stated that the City would make the repairs. Ms. Darby stated that liability issues could arise if someone tripped and fell. Mr. Shah asked if the District could ask the builder to repair the sidewalk immediately. Mr. Hall stated that the City would repair the sidewalk but was waiting until construction was complete.

- **Fiscal Year 2018 Budget Recommendations**

Regarding the budget, Ms. Haque stated that Mr. Carpenter felt that the Facilities Manager needed part-time help to complete the necessary repairs in the community. Mr. Castillo stated that the Board previously approved funds to hire a part-time facilities worker; however Mr. Hall was having trouble hiring an assistant. Mr. Woodards stated that this issue arose several years ago and the Facilities Manager’s salary was reduced, from \$75,000 to \$50,000, to facilitate hiring an assistant, after the previous Facilities Manager left. The District should hire an assistant for Mr. Hall. In response to Ms. Haque’s question, Mr. Hall stated that Ms. Haque should seek a candidate who was willing to work part-time and met the job qualifications. Most applicants lived 50 miles away and were not willing to drive to Cory Lakes for \$12 per hour. Discussion ensued regarding the assistant position and Mr. Hall’s work schedule. Mr. Woodards stated that, to maintain the community, Mr. Hall needed a full-time assistant, at \$35,000 per year.

Mr. Shah stated that Mr. Hall’s talents should be appropriately utilized and duties such as trash removal and changing sprinkler heads should be delegated to an assistant. Mr. Adams recommended tabling the Assistant Facilities Manager position discussion to the next meeting, to give Staff an opportunity to determine its merits and Management a chance to include it in the Fiscal Year 2018 budget.

**D. Ad-hoc Tennis Committee: Usage/Rules Recommendations**

Dr. Amrit Patel, a resident and Tennis Committee Member, conferred with Mr. Carpenter, revised the Tennis Court Rules and presented the revised Usage/Rules Recommendations. Dr. Patel would forward and distribute the finalized version. In response to a question, the new Tennis Court Usage/Rules Recommendations would negate the previous policies. District Staff would send an e-blast notification to residents, post signage near the tennis courts and upload the revised document to the CDD website.

**On MOTION by Mr. Woodards and seconded by Mr. Shah, with all in favor, the Tennis Court Usage/Rules Recommendations, as amended, were approved.**

In response to Mr. Woodards’ question regarding tennis instructor requirements, Mr. Adams stated that instructors must enter into a Vendor Agreement and provide a Certificate of Insurance (COI) to train at the Cory Lakes facilities. Mr. Castillo stated that the language on Number 19 should be amended to read “Only CDD-approved instructors are allowed to train our children and members,” instead of “Only Association-approved instructors...” Discussion ensued regarding the instructor registration process and trainer vendor agreements. Mr. Adams stated all instructors or trainers must identify themselves as Tennis Pro Certified or Tennis Trainer Certified. The CDD would issue badges so that instructors were easily identifiable as pre-registered instructors. Further discussion ensued.

**E. Other**

There being nothing to discuss, the next item followed.

Mr. Adams presented the Unaudited Financial Statements as of March 31, 2017. On-roll assessment revenue collections were at 95% and expenditures were at 58%.

**NINTH ORDER OF BUSINESS**

**Continued Discussion/Update: Speed Table Proposals**

Mr. Shah suggested tabling the Speed Table Proposals for the time being. Mr. Adams would inform the District Engineer to cease any further activities related to speed tables.

**TENTH ORDER OF BUSINESS**

**Continued Discussion: Boat Dock ADA Deficiency**

Mr. Castillo stated that the Board would appreciate a resolution prior to the next Sunshine Board Meeting because the District was approaching budget season. In response to Mr. Castillo’s question, Mr. Adams confirmed that “Unassigned” funds would be used to fund this project. Upon review of the Agreement, there were no “outs” in terms of the Pre-Isle Community being built out; the 1,925 cap would remain through Fiscal Year 2020.

Mr. Hall observed contractors going over measurements but was unsure whether a final proposal was submitted.

**ELEVENTH ORDER OF BUSINESS**

**Presentation/Discussion: New Gym Design**

Mr. Khamir Patel, of KHP Developers (KHP), presented three gym design options. Option 1 would be 4,200 square feet (sq. ft.), with vaulted ceilings, for \$667,742.36. Option 2 would be 4,806 sq. ft., with a 14’ ceiling height and a basketball area, for \$1,196,649.64. Option 3 would be 4,457 sq. ft., with a 14’ ceiling height, for \$683,757.78. The structure could be constructed very quickly, would be energy-efficient and, if possible, the exterior would be uniform with the Clubhouse and Pool house.

Mr. Shah asked if the new gym would have a combination of electricity and solar power. Mr. Patel replied affirmatively. Mr. Shah pointed out that Option 1 costs \$107 per sq. ft., while options 2 and 3 cost approximately \$150 per sq. ft., and asked for an explanation. Mr. Patel stated that the cost was not based on square footage, it was based on the actual costs.



Mr. Shah stated that the Board must determine if there was a consensus to build a gym and how to fund it. Discussion ensued regarding the advantages and disadvantages of constructing the gym, circulating surveys regarding the gym and funding options. The Board agreed that a new gym would strengthen the community and significantly increase property values.

Mr. Harry Ramphal, a resident, asked if a special assessment would be imposed. Mr. Castillo stated that a few options were being considered. One funding option was a special assessment and the other was to sell a property across Capri Isle. Mr. Adams stated that the District did not have sufficient funds to build a gym and it would be better to liquidate the property and utilize those funds. Mr. Castillo asked if the Capri Isle property must be appraised. Mr. Adams stated that it would be best to wait for the survey feedback then work with Dr. Spiro on the survey questions. Because of the time lapse, since the last appraisal, the Capri Isle property must be appraised, as the market had definitely improved. Mr. Castillo stated that a special, one-time assessment would cost \$700 to \$1,200. Mr. Adams recommended financing the project, over a five-year period, instead of imposing the one-time assessment. The District could obtain a 4% tax exempt interest rate. Mr. Castillo stated that no action was required, at the present time, aside from Dr. Spiro's help with the surveys. An e-blast to notify the community of the Board's intentions, regarding the gym, could be sent. Mr. Adams stated that Management would post the proposed gym design options and preliminary cost analysis on the CDD website. In response to Mr. Castillo's question regarding a Request for Proposals (RFP), Mr. Adams stated that the District could engage the civil engineer and designer, as a subconsultant to the Developer's engineer, to prepare design drawings and secure bids. Mr. Patel was encouraged to bid on the project. It would be a sealed bid process.

Ms. Rora Manfred, a resident, stated that the community did not have a ballroom to rent out for events. Mr. Castillo stated that the suggestion for a ballroom would be taken under advisement.

**TWELFTH ORDER OF BUSINESS**

**Update: Reimbursement from  
County/Republic Waste for Hydraulic Oil  
Spills**

Mr. Adams stated that a demand letter was sent on Monday, signed by both he and Mr. Hall. An update would be provided at the next meeting.

**THIRTEENTH ORDER OF BUSINESS                      Discussion                      of                      Current  
Contracts/Agreements**

**A.      PROtential Sports**

Mr. Castillo reviewed the contract and stated that the District was only making \$200 to \$300, per month, on the PROtential Agreement. Ms. Haque stated that the District made 5% of the participation amount, based on how many students participated. Mr. Castillo stated that the Sunshine Board Members and others suggested opening the program up to children from other communities. Mr. Adams stated that allowing children from outside of Cory lakes to join the PROtential program was a good idea, as it would spur interest in the community and increase revenue. Mr. Adams and would coordinate with District Counsel to amend the Vendor Agreement.

**On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, authorizing Staff to draft an Amended PROtential Sports Agreement, to open the program to children from outside of the CDD, and for Staff to finalize and the Chair to execute, pending review, were approved.**

**B.      BNI**

Discussion ensued regarding whether to continue hosting the BNI weekly event. Mr. Adams stated that the events were more of a networking opportunity than a revenue generator. They were creating a lot of impact on the facilities, for the \$100, per week rental fee. Mr. Castillo asked Ms. Darby and Mr. Hall for their feedback. Mr. Hall stated it was an inconvenience and not worth the trouble. Mr. Shah mentioned that Staff routinely emptied trash after meetings. Mr. Woodards thought it should be discontinued. Mr. Shah recommended increasing the rental fee from \$100 to \$250, per session, including storage. Discussion ensued regarding raising the fee, discontinuing the event and parking issues. Mr. Adams recommended increasing the rental amount from \$100 to \$250, per occurrence, for a term, instead of a specific

day, with hours identified, and affirm that the District had the right to terminate at any time, with cause, and 30 days without cause.

**C. Reservation Agreement Revisions**

Ms. Darby stated that, currently, a \$100 fully refundable deposit is collected, if the pool area was tidied. The issue was that the pool was routinely booked with back-to-back events with little time, in between, to clean up. Other communities limited pool use to half of what the CDD allowed and charged an additional fee. Mr. Shah suggested charging a \$100 deposit, plus \$50 for pool use. Ms. Haque stated that the Agreement allowed for up to 40 guests. Discussion ensued regarding the number of events per day, pool fees and liability. Ms. Haque asked if the renter would be issued a refund, if there was bad weather. Mr. Adams stated that clauses outlining refunds and insurance liability would be added to the Agreement. Ms. Darby stated that the Revised Pool Reservation Agreement would not apply to previously booked pool reservations but new reservations would get grandfathered in under the current Agreement and would be executed as of June 1.

**On MOTION by Mr. Shah and seconded by Ms. Haque, with all in favor, the Revised Pool Reservation Agreement, to commence charging \$50 for pool use, plus a \$100 deposit, refundable only if the pool area is cleaned, to be grandfathered as of June 1, 2017, and other noted revisions, were approved.**

*\*\*\*The meeting recessed at 8:54 p.m.\*\*\**

*\*\*\*The meeting reconvened at 9:03 p.m.\*\*\**

**FOURTEENTH ORDER OF BUSINESS**

**Consideration of Resolution 2017-9, Approving the District’s Proposed Budgets for Fiscal Year 2017/2018 and Setting a Public Hearing Thereon Pursuant to Florida Law and Providing An Effective Date**

Mr. Adams presented Resolution 2017-9 for the Board’s consideration. The Public Hearing was proposed for September 14, 2017 at 6:00 p.m., at this location. The District

Manager would transmit the proposed budget to local municipalities and post the draft budget on the CDD's website.

**On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, Resolution 2017-9, Approving the District's Proposed Budgets for Fiscal Year 2017/2018 and Setting a Public Hearing Thereon Pursuant to Florida Law for September 14, 2017 at 6:00 p.m., at this location, and Providing an Effective Date, was adopted.**

**FIFTEENTH ORDER OF BUSINESS**

**Consideration of Sunshine Board System Licensing Agreement**

Mr. Castillo stated that the District utilized the Sunshine Board System for the past three years, at no charge, and was presented with an Agreement to commence paying \$250, per month, to the software's owner, Dr. Spiro. In response to Mr. Shah's question, Dr. Spiro stated that the site was managed by his partner, who was in charge of Information Technology (IT) and software development, while he served as marketer and troubleshooter. Mr. Shah wanted to know how often the site was accessed. Dr. Spiro stated that the average was 250 hits per month. Mr. Woodard was under the impression that the District would never be charged for the service. Dr. Spiro stated that the reason the District was not charged was because he was previously on the Board and did not want a conflict of interest and, if he served on the Board again, the District would not be charged the monthly fee. Mr. Castillo wanted to know when billing would commence. Dr. Spiro stated, as soon as possible. Discussion ensued regarding the terms of the Contract and funding. Mr. Adams stated that funding would be under "Communications". In response to a question regarding an App, Dr. Spiro stated that it would be easier to develop an App now that the Licensing Agreement was approved. Mr. Shah asked if Mr. Spiro would waive the fee if he ever served on the Board again. Mr. Spiro replied affirmatively.

**On MOTION by Mr. Castillo and seconded by Mr. Shah, with all in favor, the Sunshine Board System Licensing Agreement, at a cost of \$250 per month for software utilization at Cory Lakes, effective June 1, 2017, was approved.**

Discussion ensued regarding computer accessibility, public viewing, the spell-check feature and offline access. Mr. Castillo asked about acquiring a laptop for the guardhouse. Mr. Hall stated that a laptop would be donated.

A resident asked if it was possible to keep the volleyball courts lit after 8:00 p.m., on Mondays, to accommodate him and his friends. Mr. Castillo asked about the number of proposals received for lighting for the volleyball courts. Mr. Hall was expecting a final price from a company that provided light poles. In response to Mr. Shah's question regarding the source of funding, Mr. Adams stated funding would come from "Unassigned" fund balance and proposals would be presented at the next meeting.

▪ **Committee Reports - Finance**

***\*\*\*This item, previously Item 7B, was presented out of order.\*\*\****

Dr. Spiro stated that he was the Liaison for the Finance Committee and currently served as its Chairman. At a previous meeting, the Committee discussed the Fiscal Year 2018 Capital budget and utilizing reserve funds. The newest member of the Committee, Mr. Ramphal was very impressed by the District's finance reports. The Committee was fiscally conservative and favored imposing special assessments for capital projects, over utilizing reserve funds. The Landscape Aquascape Facilities (LAF) Committee paid for most of the CDD's capital requests and its members were recently invited to a Finance Committee meeting to discuss existing infrastructure capital needs, which were large. There was a conservative estimate of \$100,000 for Fiscal Year 2018, with the combination of the Clubhouse, street pavers and waterways. Most residents were unaware of these projects, which were vital to the Community's infrastructure and could be funded through a one-time special assessment. Dr. Spiro discussed the Fiscal Year 2018 Operational budget, past capital projects and community surveys.

Mr. Shah wanted to know if there was a line item for drainage blocking. Mr. Adams stated that \$10,000 was budgeted and the amount would increase for Fiscal Year 2018. There would be an initial review and cleaning out potential blockages, followed by periodic maintenance.

Dr. Spiro stated that the Finance Committee meeting times were changed to the second Wednesday of the month, at 8:30 p.m., to make it easier for residents to attend. Dr. Spiro would provide a draft of the first phase of an Assessment Survey, by the next meeting, for review and consideration.

**SIXTEENTH ORDER OF BUSINESS**

**Consideration of Cornerstone Construction Services Proposal for Monument Relocation**

Mr. Adams stated that the cost of relocating and reconstructing the monument sign from the driveway to the corner of the lot was \$9,800, including \$3,200 for the structural design, sealed drawings and permit fees. Post construction, a surveyor would be hired to perform a survey plot and sketch a legal description, which would be part of an easement grant document from MI HOMES, to the District, to be recorded in the County record, at an additional cost of \$2,025. The project was estimated to cost \$12,000 to \$13,000. In response to a question, Mr. Adams stated that the monument would be new. The project required the contractor to relocate the monument sign, demolish the existing sign, pour a new concrete pad and anchor the sign. Discussion ensued regarding the cost of the project. In response to a question, Mr. Adams stated that the project included landscaping, modifying irrigation and relocating the 60-amp electrical service and low voltage lighting to a new location. Discussion ensued regarding the details of the monument project.

**On MOTION by Mr. Shah and seconded by Mr. Woodards, with all in favor, the Cornerstone Construction Services Proposal for Monument Relocation, including easement and recording of easement, at an estimated cost of \$13,000, was approved.**

Mr. Adams asked if the Board wanted the monument to reference the road or the community. The consensus was to add the word “Drive” to the sign. Mr. Castillo wanted to know how the monument would be funded. Mr. Adams stated that the funding would either come from unspent budget funds or the “Unassigned” fund balance. The project would commence as soon as possible.

**SEVENTEENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Engineer**

There being no report, the next item followed.

**B. Office Administrator**

Ms. Darby stated that a few items were already discussed. Additional changes were made to the newsletter, more contacts were added, which were ready for final review and approval before being sent to the printer. An Office Procedures Manual for office staff, outlining the District's processes and including camera monitoring, was being created; this was an ongoing project. In response to a directive to survey residents who attended the Eggstravaganza event, all of those surveyed gave good reviews; there were no complaints. The only issue involved residents who were angry that they could not play tennis and someone unplugged the DJ's equipment; however, there was no damage. Next year, it would help to post a sign stating the tennis courts would be closed during the event. Food trucks were scheduled and the Sunshine Board was notified. Board approval to hire two food trucks and to close the tennis courts to use the power source, for the Dinner and a Movie events, in June and July, was needed. Mr. Shah suggested alerting the tennis players in advance. Ms. Darby would send an e-blast and post flyers, one week in advance of the event. Mr. Woodards complained about noise from attendees of other meetings while the CDD Board Meetings were in progress. Mr. Adams stated that a sign was posted for tonight's meeting indicating that a CDD Board Meeting was in progress and it was for CCD attendees, only. Ms. Darby stated that the young people noticed the sign and dispersed.

Ms. Darby stated that the POA sends approval for renters but the CDD did not have a similar system, in place. Currently, the District considered new household members as "patrons" which gave them amenity access. Mr. Burman stated that there should be a rule that the Administrator required POA approval for every patron, in order to facilitate a background check. Mr. Castillo stated that tenants, 18 and over, were required to undergo a background check, through the POA.

**C. Facilities Manager**

Mr. Hall presented the Facilities Manager Report. The following items were discussed:

- The meeting room was brighter, more energy efficient and less of a fire hazard, as a result of converting to LED light bulbs.
- Basic repairs, around the community, were completed.
- The well, beside the Clubhouse, was replaced, for \$3,500. The bladder on the tank malfunctioned.
- The piping and the tank on the Morris Bridge well were replaced, for \$3,000.

Mr. Woodards asked for an update on the chemical used to treat the well water. Mr. Hall stated that the chemical was ineffective because the water was so hard, and a stronger solution would be harmful to the grass and plants, so the problem was ongoing.

- The pump on the tank of the gator was repaired and the gutters were being treated, which would be necessary, every three months. The treatment system was not working.
- The pool was sealed and looked a lot better.
- The pavers were pressure-cleaned.

Mr. Shah complained that only one coat of seal was applied, on the steps. He could still see the rust of epoxy even though the steps were pressure-cleaned. Mr. Hall stated that the steel rails were rusting from the ground and should be replaced in two years.

- Mr. Hall obtained a proposal for a new air conditioning unit for the Cross Creek Guardhouse. The most affordable quote was from Castle Air Conditioning for \$3,500. Bids were obtained from two contractors.

**On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, authorizing Staff to replace the Guardhouse air conditioning unit, in a not-to-exceed amount of \$3,500, was approved.**

- Mr. Hall obtained proposals from R&R Decorative Landscape Exteriors for \$19,670, and Electric Today Inc., for \$12,000, for tree lighting along Cross Creek.. Lights would be installed on every other palm tree.

Mr. Castillo asked if funds were budgeted for lighting. Mr. Adams stated that the source was not yet identified. In response to a question, Mr. Hall stated that there were 50 palm trees and 25 on each side.

- Tag cameras, for the gates, would cost approximately \$3,342 each, for a total of \$6,685, with a monthly fee of \$84. The District had one camera.

In response to a question, Mr. Hall stated that the cost for a bar was \$750. Mr. Woodards approved of the bar purchase. In response to a question, Mr. Adams stated that the funds would come from the unassigned fund balance. Mr. Castillo asked if the District could obtain a better monthly recurring rate. Mr. Adams would ask for a discount since the District had several cameras.



**On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, authorizing Staff to install one tag camera at Morris Bridge Exit, for \$3,342.50, with a recurring monthly fee of \$42, was approved.**

- The drainage needed inspection and repair. While inspecting the aerials of the large lake structures, an earthen weir, near Cory Lakes Drive and Cory Lakes Boulevard, was discovered. Proposals were obtained from Lovin Construction Inc., for \$63,000, Thin Outdoor, for \$27,350, and Spearam Enterprises, for \$25,210.
- LakeMasters Aquatic Weed Control, Inc., (LakeMasters) examined all of the drain outflows, around the community, primarily those flowing to the wetlands, which were not examined the previous year.
- The stormwater system needed attention. It would cost \$25,000, plus \$17,000, to repair the outflows and improve functionality, and \$9,500, to clean the inlets and remove sediment.

Mr. Castillo stated that the District previously repaired the two biggest structures. Mr. Adams stated that those repairs prevented a complete failure, which would have had a catastrophic impact. In response to a question, Mr. Adams stated that, if the stormwater issues were not addressed, the District risked having water back up in its streets. Currently, there were periodic washouts, affecting water levels near Canary Isle and Cory Lake Boulevard, where the lake structures were located. The District was not in compliance with its permit, as far as the water quality, which needed prompt attention. Mr. Woodards asked for the total cost. Mr. Hall stated that the estimated cost, from Spearam Enterprises, was \$25,000. Discussion ensued regarding the weir, permit violation, repairs and the proposals/bids. Mr. Adams suggested the lowest bidder. Mr. Castillo suggested countering the two lowest bidders with \$23,000. Mr. Adams stated if either Spearam or Thin Outdoors rejected the District's counter offer of \$23,000, the project would be tabled until Fall.

**On MOTION by Mr. Woodards and seconded by Mr. Shah, with all in favor, authorizing Staff to enter into a contract with Spearam Enterprises to repair soil weirs and Banks, in a not-to-exceed amount of \$23,000, was approved.**

Mr. Shah asked for an update on the LED lights on the Tennis Courts, which were approved at the previous meeting. Mr. Hall was awaiting a shipment. Three proposals for the Christmas lights were expected. Mr. Woodards would not vote for the company hired last year, no matter the profit margin. Mr. Castillo felt that, if the District could not obtain good service from a reputable vendor, the CDD should forego Christmas lights and spend the \$25,000 repairing structures. Mr. Adams stated that, at the next meeting, the Board would have an opportunity to question each of the three contractors, about their services, prior to making a commitment.

Ms. Haque asked for an update on the Fire Marshall's visit. Mr. Hall stated that the Fire Marshall performed a walk through and would grandfather in the building, when it was completed, as opposed to changing its use from residential to municipal, and suggested changing the capacity sign to 268. Mr. Hall was preparing for another inspection by installing \$200 in emergency lights and making sure all exit signs worked properly. He was confident that that the District would pass inspection.

In response to a question regarding the kitchen, Mr. Hall was awaiting final proposals on the kitchen remodel. The Ansul system needed an upgrade but could wait until Fiscal Year 2018. In response to Mr. Shah's question, Mr. Hall stated that the Ansul system was the fire retardant for the grill and the stoves. In response to Ms Haque's question, Mr. Hall stated that the kitchen, as well as the two adjoining bathrooms, needed to be remodeled to be deemed ADA-compliant and up to code.

Mr. Shah asked for a status report on the Morris Bridge Fountain. Mr. Hall was awaiting the motor that was previously ordered and it would be installed, once received.

Mr. Shah asked Mr. Hall to repair the sprinkler head, near the St. Lucia Bridge, and the main faucet, in the men's restroom in the gym. Mr. Hall would make the repairs.

Mr. Shah wanted to know what the District intended to do about the oil spill on Malaki Isle. He spent \$3,500 and asked if the District filed a claim with the insurance company. Mr. Adams stated that it was on the Action Items List and would be addressed.

Mr. Shah felt that the security employees, at the gate, were not doing a good job, because visitors were showing up at his door, without prior calls. Mr. Castillo was also unhappy the security service and felt that they were paid to call residents, regardless of the new procedure involving the app. Discussion ensued regarding the automated system, the security cameras and

the service. Mr. Castillo suggested inviting Mr. Jerry Berrios, from Alert Protective Services, to the next meeting. Mr. Hall would contact Mr. Berrios.

Mr. Shah inquired about the status of the estimate for palm trees. Mr. Adams stated that Management entered into an agreement with a contractor and the palm trees were being installed. Ms. Haque stated that some trees were over pruned and asked that an e-mail be sent to place the District on an opt-out list.

**D. District Manager**

**i. 1,820 Registered Voters in District as of April 15, 2016**

Mr. Adams stated that there were 1,820 registered voters residing within the boundaries of the District as of April 15, 2016.

**ii. NEXT MEETING DATE: June 15, 2017 at 6:00 P.M.**

The next meeting will be held on June 15, 2017 at 6:00 p.m., at this location.

**EIGHTEENTH ORDER OF BUSINESS**

**Other Business**

Mr. Castillo addressed the following:

**1. *Tree Easements.***

Mr. Castillo asked for an update on the tree easements. Mr. Adams stated that there was no interest, from homeowners, since there was no consistency in the trees. In response to Mr. Castillo's question, Mr. Adams stated that it was a POA enforcement issue and part of the architectural review and maintenance.

**NINETEENTH ORDER OF BUSINESS**

**Public Comments (*non-agenda items*)**

There being no public comments, the next item followed.

**TWENTY-SEVENTH ORDER OF BUSINESS**

**Supervisors' Requests**

There being no Supervisors' requests, the next item followed.

**TWENTY-FIRST ORDER OF BUSINESS**

**Adjournment**

There being no further business to discuss, the meeting adjourned at 11:29 p.m.

  
Secretary/Assistant Secretary

  
Chair/Vice Chair