

**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, August 17, 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
David Burman	Assistant Secretary
Bob Woodards	Assistant Secretary
Sheila Haque	Assistant Secretary

Also present were:

Chuck Adams	District Manager
John Hall	Facilities Manager
Wendy Darby	Office Administrator
Brian Holliday	Envera Systems LLC
Torrey Phillips	Envera Systems LLC
A.J. Forbes	Resident, Security Committee Member
A. Cyril Spiro	Resident, Finance Committee Member
Rich Carpenter	Resident, LAF Committee Member
Dr. Amrit Patel	Resident
Vinnie Kudva	Resident
Steven Hancz	Resident
Harry Ramphal	Resident
Rory Harding	Resident/POA Manager
Newt Brady	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 6:00 p.m. Supervisors Castillo, Shah, Burman and Woodards were present, in person. Supervisor Haque was not present at roll call.

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]**

Mr. Vinnie Kudva, a resident and founder of the Life Style Committee, stated that the Committee had its first meeting. Future objectives and plans were identified, including a 5K Run/Walk event, slated for October 7, from 7:00 a.m. to 12:00 p.m. Since participants would be utilizing public roads, Mr. Kudva sought CDD permission to use the roads on that day. The event would be different from the prior year and the Committee would like to make it a monthly event to promote a healthy life style. Ms. Darby stated that a puppet show event was already scheduled for October 7. Mr. Kudva stated that the 5K event date could be changed. Mr. Castillo asked if additional resources from the security team would be needed. Mr. Kudva was unsure and apologized for not submitting the event request for inclusion in the agenda but he would do so, going forward. Mr. Castillo informed Mr. Kudva that the Committee's meeting minutes must be submitted, as well, and suggested asking Ms. Darby and Mr. Forbes for assistance. Mr. Burman noted that October 15 was also requested and asked for clarification. Mr. Kudva stated that he mistakenly requested both days and confirmed that October 7 was the correct date, which would be changed, as it was unavailable. Mr. Shah inquired about the event's purpose and if a charity would be benefitted. Mr. Kudva stated that the event was not a fundraiser and would only benefit residents; sponsors would provide snacks. In response to Mr. Woodards' question, Mr. Kudva stated that the 5K was a one-time event but, if it was successful, it would be held every month or every other month. Mr. Kudva was directed to confer with Ms. Darby to secure an alternate date and determine the logistics and security needs.

Mr. Newt Brady, a resident, wanted to know how he could verify that there was a natural gas pipeline in the easement and how to obtain a connection to his residence. Mr. Adams stated that Mr. Hall could provide contact information to a private utility company for support.

Mr. Harry Ramphal, a resident, wanted to pay off the bond on his property and inquired about the process. Mr. Adams referred Mr. Ramphal to Management's corporate office for further assistance.

Mr. Forbes stated that Mr. Kudva should be informed of the protocol of providing notice to the District Manager before a meeting and submitting an agenda and meeting minutes after a committee meeting so that Mr. Adams could include the information in the agenda.

FOURTH ORDER OF BUSINESS**Quarterly Statistical and Operating Report by Envera Systems (Virtual Guard)**

Mr. Brian Holliday and Ms. Torrey Phillips, of Envera Systems LLC, (Envera), introduced themselves and provided quarterly statistical and operating reports. Mr. Holliday stated that Envera recently hired additional technicians to service the Orlando-Tampa, Sarasota and Jacksonville areas, which resulted in better service and coverage. Currently, the median response time for service to Cory Lakes is 1.5 days, which was much improved from the previous year, when the average was two to three days. Envera aligned their technology and service departments under one individual and was reaping the benefits of that decision through better answers and quicker responses to clients issues. In addition, newer cameras and technology were identified by the IT department and Envera would soon approach clients, such as Cory Lakes, to beta-test the newer products, at no extra cost. Ms. Phillips stated that Envera's Customer Care department was focused on updating the software to make it more efficient for the guards, which provided more schedule flexibility and efficiency gains for the company. Mr. Castillo inquired about the radar camera. Mr. Holliday stated that, although there were initial challenges syncing the timing of the camera with the radar, to capture tags, the installation team was eventually able to synchronize the camera. In response to Mr. Holliday's question regarding reports, Mr. Hall stated that there was an improvement in generating radar reports. Mr. Holliday stated that a new monitoring system, operated from a dashboard, was in place, which generated reports in 20 to 30 minutes, as opposed to several hours. Mr. Burman asked about the Android system, in relation to the Virtual Guard System (VGS). Mr. Holliday stated that Envera was working diligently to improve its application, which was not allowing residents who used Android based products to download visitors and guests from their mobile phone devices. Mr. Holliday would troubleshoot this issue with the software developers, review statistics and eventually provide a resolution to this issue. Mr. Castillo stated that there was a request to invite Envera to the Cory Lakes 2017 Fall Festival, as a vendor. Mr. Hall was informed, by the area salesperson, that Envera would dispatch a representative to the festival. Discussion ensued regarding power issues, battery backups, visitor lanes, truck lanes and relieving traffic at the gate.

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

Mr. Forbes presented the July security report. In response to Mr. Burman's question regarding Android devices, Mr. Forbes stated that the residents who have windows or Android phones could download the Envera App but could not sign in guests or visitors on the guest list. Mr. Castillo asked if the App ever worked with Android devices. Mr. Forbes stated that the App only worked with Microsoft and iPhone devices and inconvenienced residents with Android devices, who must call the gate to approve guests. Mr. Hall stated that Envera initially identified Windows devices as incompatible with their application but now acknowledged the Android had an issue and was working on a solution. Mr. Forbes stated that the phone issue was the main reason why it was important for Envera to be represented at the Fall Festival. Mr. Forbes stated that the Security Committee would forgo holding a fourth meeting in March, June, September and December and would instead host a networking luncheon for residents. Mr. Burman wanted to know how many tickets were issued to speeders. Mr. Forbes stated that, in previous discussions with Mr. Hall, he was aware of how many letters were mailed to speeders. Mr. Castillo stated that the Tampa Police Department (TPD), by law, could not disclose how many warnings or tickets were issued. Mr. Forbes stated that curtailing speeding was the number one issue in the community, which required a total team effort from Staff and the TPD, and that speeding was an ongoing problem that varied, month-to-month. Mr. Forbes stated the "Domestic Dispute" line item would be removed from future reports but the Committee would continue to monitor the addresses involved. Mr. Woodards thanked Mr. Forbes and the committee for their contribution to the community.

B. Finance

This item was not addressed.

C. Landscape Aquascape Facilities

There being no report, the next item followed.

D. Ad-hoc Tennis Committee

Mr. Shah called for dissolution of the Ad-hoc Tennis Committee, as the Tennis Rules were established and the Committee had served its purpose. Mr. Castillo stated that the signs were completed and would soon be installed on the tennis courts and asked Staff to circulate an email updating the community on the tennis rules. Ms. Darby stated that the Tennis Rules were

previously uploaded onto the CDD website. Mr. Castillo thanked Dr. Patel for administering the committee.

On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, authorization to dissolve the Ad Hoc Tennis Committee, was approved.

E. Life Style Committee

This item was addressed under during the Third Order of Business.

SIXTH ORDER OF BUSINESS

Approval of Minutes

A. July 20, 2017

i. Summary of Motions

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

ii. Board of Supervisors Staff Directives

Mr. Adams presented the July 20, 2017 Staff Directives and asked for any additions, deletions or corrections.

iii. Board of Supervisors Meeting

Mr. Adams presented the July 20, 2017 Regular Meeting Minutes and asked for any additions, deletions or corrections. The following changes were made:

Line 304: Change “decided” to “recommended” and “three or four per year” to “seven or eight per year”

B. August 7, 2017 Security Committee Meeting

Mr. Adams presented the August 7, 2017 Security Committee Meeting Minutes and asked for any additions, deletions or corrections.

C. August 8, 2017 LAF Committee

Mr. Adams presented the August 8, 2017 LAF Committee Meeting Minutes and asked for any additions, deletions or corrections.

D. August 1, 2017 - August 15, 2017 Sunshine Board (to be provided under separate cover)

Mr. Adams provided and presented the August 1, 2017 – August 15, 2017 Sunshine Board Minutes and asked for any additions, deletions or corrections.

E. Other

On MOTION by Mr. Burman and seconded by Mr. Castillo, with all in favor, the July 20, 2017 Summary of Motions, Board of Supervisors Staff Directives, as presented, and the July 20, 2017 Board of Supervisors Meeting Minutes, as amended, and the August 7, 2017 Security Committee Meeting, August 8, 2017 LAF Committee and the August 1, 2017 – August 15, 2017 Sunshine Board Meeting Minutes, as presented, were approved.

SEVENTH ORDER OF BUSINESS

Presentation: Phase 2 Community Survey Results

This item was presented following the Ninth Order of Business.

EIGHTH ORDER OF BUSINESS

Continued Discussion/Review: Proposed Fiscal Year 2018 Budget

Mr. Adams stated that the Fiscal Year 2018 budget was set, pending the survey results in relation to capital improvements. Once the survey results were presented, if necessary, Mr. Adams could amend the budget and, if the Board chose to impose an assessment for the capital improvements, Mr. Adams would send out the required Mailed Notice.

*****Ms. Haque arrived at the meeting at 6:42 p.m.*****

Regarding the new gym, Mr. Adams stated that the Board previously discussed liquidating the green space across from Capri Isle. The extra fund balance, of \$600,000, could be utilized or an assessment increase could be implemented. Mr. Castillo asked if an assessment increase could be a one-time event. Mr. Adams replied affirmatively. Discussion ensued regarding a special assessment, fund balance, property taxes and Mailed Notice.

NINTH ORDER OF BUSINESS

Continued Discussion/Consideration of Award of Contract for Holiday Lighting (materials and presentations given over past two meetings)

Mr. Castillo stated that the main reason the District's holiday lighting was lackluster was because, typically, decisions were made in October and contractors were limited in their presentations. Mr. Hall stated that there was very little room to negotiate, as it was becoming late in the season, and, if a decision is made this evening, the District would not be able to make changes to orders as the contractors placed their orders now for October. Mr. Hall had hoped for a decision in June or July. Mr. Castillo requested a copy of the proposals from the Sunshine Board. Discussion ensued regarding the different contractors and proposals.

This item was deferred to later in the meeting, once the proposals could be located.

▪ **Acceptance of Unaudited Financial Statements as of June 30, 2017**

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

Mr. Adams presented the Unaudited Financial Statements as of June 30, 2017. Assessment revenue collections were at 100%, total revenues were at 101% and total expenditures were at 74%.

On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, the Unaudited Financial Statements as of June 30, 2017, were approved.

▪ **Staff Reports – Office Administrator**

******This item, previously Item 12B, was presented out of order.******

Ms. Darby presented the Administrator's Report and reported the following:

- The Administrator's Manual was ongoing
- Flyers were updated as needed
- 15 Welcome Baskets were distributed since the inception of the Welcome Wagon
- The Back 2 School Bash was a success
- The 4th Annual Luau was slated for September 9 and tickets were on sale

In response to a question, Ms. Darby stated that ticket costs were \$10 for adults and \$5 for children and 75 tickets were sold thus far

- The District was approved to advertise for Pool Attendants on the USF employment website and one response was received

The goal was to hire two permanent pool attendants to rotate weekends and use of private rentals and community events

- Interviews for additional security personnel were ongoing
- Proactive Plans for September would include hiring and training employees during the slower season to develop the work ethic needed to meet expectations

Mr. Castillo asked for further details of the altercation at the pool on August 12. Mr. Steven Hancz, a resident, stated there were two parties at the pool but no attendant was on duty for one hour and 45 minutes. The incident involved the lap lanes and no clear understanding of when the lane dividers should be removed. Generally, residents utilized the lap lanes in the mornings but, on Sunday, the lanes were up all day. Mr. Castillo asked if there was a lap lane schedule. Mr. Hall stated that lap lanes were, generally, removed by noon but there were times when they were still up at 1:00 p.m. Ms. Darby commented that pool issues were an ongoing source of stress. In response to Mr. Castillo's question, Ms. Darby would think of ways that the Board could be of assistance. Discussion ensued regarding the lap lane hours, the altercation and pool rules in inclement weather. Mr. Shah requested an update on the recent Dive-in event and the pool attendants. Ms. Darby stated that, because the weather was ominous, the event was moved to the Clubhouse and back to the pool after it cleared. In response to Mr. Shah's question regarding swim lessons, Ms. Darby stated that several moms were interested in swimming lessons for their children and Staff would rekindle the relationship with PROtential Sports to offer swim lessons to members of the community. Mr. Castillo urged Ms. Darby to use her discretion regarding the lap lane issue and to come to a solution that made sense.

Mr. Castillo asked Mr. Adams to elaborate on the bonds in relation to certain properties. Mr. Adams stated that previously, the 1996B bonds, which were due for the balloon payment on May 1 2017, and there were 14 or 15 homeowners who the Developer did not pay off their outstanding B bonds like they did with so many others. Rather than put them in a position where they immediately had to pay the balloon payment from a principal that was due May 1, 2017, the District secured a five-year loan for \$250,000 to extend the term by five years for those 14 or 15 homeowners, and had the chance, at that time, to pay off the principal and not become part of the loan extension. The final payment was made on the 1996A bonds, as well, and they no longer existed. In response to a resident's question regarding acquiring more information on paying off the bonds on certain properties, Mr. Adams stated that it would be best to call Management's corporate office with the specific addresses and information about annual assessments and outstanding principal on each property would be provided.

▪ **Continued Discussion/Consideration of Award of Contract for Holiday Lighting (materials and presentations given over past two meetings)**

******Discussion of this item resumed.******

Regarding the Holiday Lighting contract, Mr. Adams gave a PowerPoint presentation of the different options, for review, prior to choosing a contractor. Ms. Haque asked if one contractor seemed more flexible than the others. Mr. Hall stated both contractors were easy to work with but he was concerned that the contractor based in Orlando could not properly service the District. Ms. Haque stated that the local contractor previously committed to inspecting the community nightly, if chosen. Mr. Shah recalled a presenter saying that, if there was a complaint, he would respond within 24 hours. Mr. Castillo felt that both contractors were somewhat comparable; however, he preferred Mr. Tim Gay's presentation. Discussion ensued regarding the holiday décor offerings, including the snowbursts lampposts, the snowflakes, the candy cane palms, the matchsticks and the palms. Mr. Castillo stated that the \$33,000 proposal was based on a three-year commitment but felt that it should be renegotiated for two years, with ten snowburst lampposts, instead of eight, and ten matchstick clear trunks on the first ten palms, instead of eight. Mr. Shah stated that Events Done Bright would use a boom truck, which was safer. Mr. Castillo stated that the contractors were insured. In response to Mr. Castillo's question regarding a decision deadline, Mr. Hall stated that Mr. Gay was awaiting the District's decision. Mr. Woodards asked Mr. Hall to convey that the District wanted the "Wow factor" and, if the holiday lighting was a success, the partnership would be extended, as the Board was seeking a long-term commitment. Ms. Haque stated that, if Mr. Gay was not open to renegotiating the agreement, it should not be considered. Mr. Castillo stated that, if Mr. Gay wanted the District's business, he would accept the terms and, if not, the Board would choose the \$31,000 proposal. Mr. Hall stated that it was too late to select Events Done Bright, as they required a decision in July. Mr. Shah volunteered to make the motion.

On MOTION by Mr. Shah and seconded by Mr. Castillo, with all in favor, awarding the Holiday Lighting 2017 contract to Mr. Tim Gay, of Illuminations Holiday Lighting, for two years, with a third year option, in the amount of \$33,000 per year, with an agreement to install matchstick clear trunks on ten palms, instead of eight, and snowburst lampposts on ten light poles, instead of eight, was approved.

▪ **Staff Reports – Facilities Manager**

******This item, previously Item 12C, was presented out of order.******

Ms. Haque inquired about a pipe on the playground. Mr. Hall stated that the pipe was a Tampa Electric (TECO) pipe, which was removed from the playground. Ms. Haque complimented Mr. Hall on the new chalkboard.

Mr. Hall presented the July Activity Report:

- TECO commenced installation of LED heads on the streetlights
- The entrance islands were driven over; causing plants to require replacement
- Work continued on maintenance items from the survey results
- Contacted vendors for estimates or quotes for the Sunshine Board

Mr. Shah asked if additional speeding letters were mailed. Mr. Hall mailed 20 more letters to residents caught speeding and no feedback or complaints were received. In response to a question, Mr. Hall stated that the District's speed threshold was 40 miles per hour. Discussion ensued regarding the letter, the new tag camera, tag-blocking devices and a possible carjacking incident near Morris Bridge.

Mr. Shah inquired about the Cross Creek sidewalk and stated that it was cracked in three spots and produced dirt, especially when it rained. Mr. Castillo requested that the builder clean the sidewalk, as much as it could. Mr. Hall stated that the area was an active construction site and utilities were being installed and moved. Mr. Woodards suggested building a temporary walk for residents, as he felt that the District owed it to residents. Mr. Shah suggested that Management draft and send a letter to the builder, as it was a safety issue. Mr. Castillo recalled that the island near the monument, at the Cross Creek Entrance on Cory Lake Drive and Cory Lake Boulevard, which cost \$10,000 to complete, had deteriorated. The flowers were dry and needed to be replaced, despite irrigation. Mr. Shah stated that the guard house attendants were still not calling residents to announce visitors.

Mr. Woodards stated that the sprinkler system ran for hours during recent rain events and asked if the Facilities Department was aware. Mr. Hall stated the sprinklers were supposed to be off; he would check on that.

Mr. Castillo asked about the new Facilities Assistant. Mr. Hall stated the new Facilities Assistant was task-oriented and a go-getter and completed basic but necessary jobs, such as picking up trash and maintaining the facilities. Mr. Castillo suggested creating a task list that

included touch-up paint jobs. Ms. Haque asked if there were any new volunteers to the Sunshine Board. Mr. Castillo felt that residents should attend meetings and that Board Members should not have to answer their questions on the Sunshine Board. Ms. Haque stated that she served as a liaison for the Events Committee and PROtential Sports would be meeting with the committee in two weeks to decide which programs and events to offer that would strengthen and enrich the community.

Mr. Burman stated that Mr. Shah asked if more City and County representatives could come to meetings to enlighten the Board about what was occurring in the City of Tampa. Mr. Castillo welcomed the idea. Mr. Burman stated that the New Tampa Council was creating an existence within Tampa and dispatching representatives to the various communities to educate and enlighten people and suggested invite a representative to an upcoming meeting.

Mr. Castillo stated that one low voltage lighting proposal was obtained and felt that two additional proposals were necessary.

- **Supervisors' Requests**

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

Mr. Burman stated that he was working with the POA regarding fining speeders. The POA was in the process of obtaining a new attorney and then would undergo a changeover. An issue for consideration was what happened in the event that a lawsuit was brought against the POA; who would be responsible. Ms. Haque asked if all POA members were individually liable. Mr. Burman stated that the POA did not have the same protections as the CDD. Mr. Adams stated that the CDD enjoyed sovereign immunity protection, at a limit of \$200,000. Mr. Burman stated that the POA temporarily agreed to split proceeds from speeding fines with the CDD and felt it was a reasonable proposition. Mr. Castillo asked how splitting the speeding fine revenue came up. Mr. Burman stated the POA President asked if the CDD wanted the POA to contribute to the radar system and Mr. Burman replied affirmatively. Mr. Castillo asked if the POA would be responsible for fining speeders, once they receive clearance from their attorney. Mr. Burman replied affirmatively.

- **Presentation: Phase 2 Community Survey Results**

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

Dr. Spiro presented Phase 2 of three survey results phases and stated that the raw data was forwarded to Ms. Darby to post online and forward to Management. Dr. Spiro stated that Page 2 reflected one survey per resident but dollar values were not available and the next phase would be one survey per household but dollars values would be added, as they pay per household, not per resident. There were 223 responses from 223 individuals and all of the names were reviewed to confirm that there were no duplicates. Dr. Spiro stated that residents significantly favored 22 of 65 items on the survey. Mr. Castillo commented that there were fewer items this year. Dr. Spiro stated that many of the items that residents asked for were provided and listed the items that generated strong responses from respondents such as:

- Lake maintenance
- Irrigation/City water
- Do not add more capital expenses
- Keep CDD fees low
- Better maintenance of amenities
- Tree trimming and improve street lights
- Invest in street pavers
- Power-wash the streets
- Recover the deck pavers

Dr. Spiro stated that, even though residents did not want an increase in fees, they were willing to pay an additional \$80,000, per year, for three years, to repair the streets.

- Better lighting
- Reducing high-speed parking
- Respondents do not want new signage removed

Items that respondents were strongly in favor of included:

- Adding fitness classes
- Better Christmas lights
- Restore fountain at Cross Creek
- Expand and improve the gym

Dr. Spiro stated that last year, respondents rejected expanding the gym, at \$100,000; however, this year, there was a \$60,000 bid to expand the gym, which respondents may favor. Ms. Haque suggested asking respondents if they would be in favor of the gym, if proceeds from

the Capri-Isle property were used as a funding source. Dr. Spiro would add specific language to the third phase of the survey.

- More social events preferably the bigger ones or child-friendly programs
- Items that respondents were neutral or not in favor of included:
- Adding food service at the Clubhouse
- Annual athletic court
- Adding lights
- More colorful plants
- Improve Cross Creek entrance
- Improve landscape in Cory Lake Isle in general
- Speed bumps
- New tennis courts
- Dog park
- More foliage between Cory Lake Boulevard and Capri Isle
- Individual mail boxes for Capri Isle

Mr. Burman recalled that the Post Office decided that Capri Isle should have cluster boxes, not the CDD. Discussion ensued regarding the cluster boxes and the Post Office. Mr. Shah suggested circulating an email regarding this issue.

Dr. Spiro stated that prices would be included in the next phase of the survey, which would be completed on September 10, prior to the next Board meeting. Discussion ensued regarding renovating the gym, proposals, the basketball courts, the green space, capital costs, operating costs, maintenance costs, funding sources, repaving the streets and special assessments.

TENTH ORDER OF BUSINESS

**Consideration of Revised Proposal from
LMP for Re-Landscaping of Cross Creek
Entry**

This item was deferred to the next meeting.

ELEVENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of June 30, 2017

This item was presented following the Ninth Order of Business.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. District Engineer

There being no report, the next item followed.

B. Office Administrator

This item was presented following the Ninth Order of Business.

C. Facilities Manager

This item was presented following the Ninth Order of Business.

D. District Manager

i. NEXT MEETING DATE: September 14, 2017 at 6:00 P.M.

The next meeting will be held on September 14, 2017 at 6:00 p.m., at this location.

THIRTEENTH ORDER OF BUSINESS

Other Business

There being no other business, the next item followed.

FOURTEENTH ORDER OF BUSINESS

Public Comments (*non-agenda items*)

There being no public comments, the next item followed.

FIFTEENTH ORDER OF BUSINESS

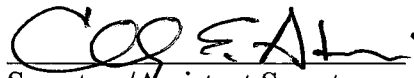
Supervisors' Requests

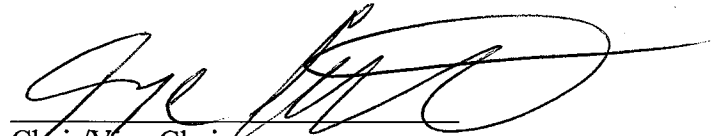
This item was presented following the Ninth Order of Business.

SIXTEENTH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned at 10:05 p.m.


Secretary/Assistant Secretary


Chair/Vice Chair