

**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, February 15, 2018 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
Sheila Haque	Assistant Secretary
Bob Woodards	Assistant Secretary

**Also present were:**

Chuck Adams	District Manager
Wendy Darby	Office Administrator
John Hall	Facilities Manager
Rich Carpenter	Resident, LAF Committee Member
A. J. Forbes	Resident, Security Committee Member
Harry Ramphal	Resident
Carlos Guzman	Resident
Steven Hancz	Resident
Sabrina Bauld	Resident
Don Reight	Resident
Levent Kara	Resident

**FIRST ORDER OF BUSINESS**

**Call to Order/Roll Call**

Mr. Castillo called the meeting to order at 6:01 p.m. All Supervisors were present, in person.

**SECOND ORDER OF BUSINESS**

**Chairman's Opening Comments**

There being no Chairman's opening comments, the next item followed.

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

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

Mr. Harry Ramphal, a resident, asked what the Board planned to do about the following items:

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

- Large tree debris
- Lack of benches in the common areas
- Dirty streets
- Raised sidewalks
- Feedback from the gym survey

Mr. Castillo stated that several of the items listed were on the agenda and would be addressed during the course of the meeting.

Mr. Steven Hancz, a resident, found it wasteful that the sprinklers across from Barbados were constantly activated. Also, two of the four basketball court lights were dangerously close together and sticking up. He asked if the lighting on the inside of the fence could be moved to prevent residents from tripping on them.

Ms. Sabrina Bauld, a resident, reported that, recently, two school buses were dropping off students at the Java bus stop when a resident in a black pickup truck, drove around them, almost injuring a little girl and frightening onlookers. It was the second time that this particular resident did this. The Tampa Police Department (TPD) were alerted and maintained that nothing could be done unless they witnessed the violation firsthand. Discussion ensued regarding the resident, the Java bus stop, the POA, the camera and traffic. Mr. Shah thought that the Java bus stop was too close to the intersection and suggested asking the School Board to move it away from Java. Mr. Castillo directed Ms. Darby to contact the School Board to inform them of the issue and inquire about the District’s options. Mr. Woodards asked Staff to monitor the situation and keep the Board apprised of any developments, as this was a safety issue.

**THIRD ORDER OF BUSINESS**

**Other Supervisor(s) Opening Comments**

Mr. Burman circulated a handout and stated that, while meeting with a few residents, on behalf of Ms. Haque, to discuss happenings in the community, he noted a common thread in all of the discussions and requested clarification from Management and/or the Board on the following items:

- A 2016 proposal, by Mr. Khamir Patel, to build a 55-plus community within Cory Lake Isles (CLI), as referenced in highlighted sections of the September 15, 2016 Meeting Minutes and annexation and land rights correspondence from the Hillsborough County Planning Commission and the City of Tampa

- A proposal from KHP Developers Inc. (KHP), submitting three options for the new gym
- A \$3,000 payment to KHP for developing the three proposals, without going out to bid for the services

With regard to the \$3,000 payment, Mr. Adams explained that, for governmental entities, design services were capped under Category 2 of the purchasing log in the State of Florida at \$35,000 and expense did not reach the threshold requiring it to go out to bid. The project itself, actual construction, would require bidding because new construction was at \$300,000. Mr. Burman wanted to know the total value of all CDD-owned facilities and stated that figure would have to be matched by the proponents of the project, upon their entrance into the community. Mr. Adams was asked to obtain the figure from the Master Assessment Methodology Report and include it in the minutes so that the information could be referenced at another time. Mr. Burman stated that copies of the Reserve Study and Master Plan for the Development were available in Mr. Hall's office and suggested that all Supervisors review them, as it would be of great interest and an eye-opener to Board Members and the community.

With regard to social media, Mr. Burman stated one post claimed that the original plans for CLI included installing a pool across from the Clubhouse, which was false; the pool was never intended to be across the street, as per the Master Plan. He wished that those who commented on social media would do their homework. The Master Plan contained a very viable alternative to expanding this facility, which was to add space at the two wings of the facility to have capacity for the kitchen and gym. In response to Mr. Castillo's inquiry regarding the documents referenced, Ms. Haque posted the Reserve Study on the Sunshine Board and the full version of the Master Plan was forwarded to Ms. Darby, who would upload it onto the CDD website and provide printed copies upon request. Mr. Shah asked about a mandatory reserve fund. Mr. Adams stated that, unlike CDDs, HOAs must reserve for specific items. It was good practice for CDDs to have a surplus fund balance but, because of their assessment power and ability to finance improvements and renovations, CDDs could fund work at the time of need, based upon actual cost, through assessments. Discussion ensued regarding reserve funds, the Reserve Study, future expenses and imposing assessments versus acquiring financing for improvement projects.

Mr. Carlos Guzman, a resident, stated that he proposed including a question on the gym survey asking whether homeowners were in favor of selling that land, in the future, under any circumstance, to the Developer but the Board ignored it. Mr. Shah stated that residents could

vote but there was no assurance that a future Board would not agree to sell the land. Mr. Guzman stated that it would be helpful to know within a year or two, how residents currently felt about the issue. Mr. Castillo stated that Mr. Guzman’s questions were simple and straightforward and doubted that residents would complain that they are too long. Discussion ensued regarding the senior community proposal, the DOT, annexation, zoning permits and the “rumor mill” on social media. Mr. Shah concluded that the senior community proposal was irrelevant because additional information was never forwarded; in the end, it was all just talk. Mr. Castillo stated that, conceptually, the proposal sounded good but it was not wise to mix younger and older communities together because of differing lifestyles. Mr. Adams stated that the proposal would have required an ironclad agreement and the Board made no commitments.

**FOURTH ORDER OF BUSINESS**

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

This item was addressed following the First Order of Business.

**FIFTH ORDER OF BUSINESS**

**Committee Reports**

**A. Security**

Mr. Forbes presented the January 8, 2018 Security Committee/Tampa Police (TPD) Roll Call Meeting and February 5, 2018 Security Committee/Neighborhood Watch Meeting Minutes. In March, the TPD will institute a TAG program. In June, the Committee will hold a hurricane preparedness event. Discussion ensued regarding the gates, speed limit and catching speeders. Mr. Burman expressed his opinion that the Board should expect that those who violate speed limits outside of the community would also violate the speed limit inside the community.

**B. Finance**

There being no report, the next item followed.

**C. Landscape Aquascape Facilities**

Ms. Haque reported the following:

- The Committee noticed that the community looked great
- There was a suggestion to add benches, on the concrete pads, around the community
- A motion was passed to find out if the trailer storage area was for sale or if it was a rumor
- The Committee discussed the gym survey

Discussion ensued regarding the storage area, storage fees, the POA and the CDD. Mr. Castillo directed Mr. Adams to check if the trailer storage area was for sale.

**D. Spirit Committee**

Ms. Haque reported the following:

- The committee considered an Oktoberfest event and a small-scale Fishing Tournament
- Today, the committee contemplated hosting a “Mom Prom,” to raise funds for the families affected by the Stoneman Douglas tragedy in Broward County. Tickets would be sold and the proceeds would be forwarded to the victims. In response to Ms. Haque’s question, Mr. Adams stated that a motion was not necessary and suggested creating an outline and posting it on the Sunshine Board for feedback

**E. Gym Survey**

Mr. Shah reported the following:

- The committee met three times since the last Board meeting
- The committee discussed the wording of two survey questions and decided to keep them as they were
- The committee considered survey distribution methods and location possibilities
- Ms. Elizabeth Ross resigned from the committee, Mr. Gulab Sher attended one meeting and Dr. Spiro has not attended any meetings
- The committee decided that the wording of the paragraphs that preceded the survey questions would include the gym’s purpose, location and cost, “The Meadows” and financing entailed

Mr. Burman encouraged the Survey Committee to review the Master Plan completed by Woods and their recommendation regarding the gym. Discussion ensued regarding the gym expansion, special financing, Dr. Spiro’s involvement, when to distribute the survey and a response deadline. The Board decided to distribute the survey via paper ballot, tabulate the results and make a decision. Mr. Castillo directed the Office Administrator to mail the Survey by March 1, 2018. Mr. Adams stated that the results would be presented at the April meeting. Ms. Haque questioned the wording of the survey and pointed out sections that were vague. Discussion ensued regarding recommended changes to the questions, financing and overall cost. Mr. Adams stated the document would be edited but would not change substantively.

**On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, the recommendations for the gym survey, as proposed by Mr. Hancz and the Survey Committee, with the changes discussed by the Board, was approved.**

## **SIXTH ORDER OF BUSINESS**

## **Approval of Minutes**

### **A. Board of Supervisors: January 18, 2018**

- i. Summary of Motions**
- ii. Staff Directives**
- iii. Regular Meeting**

Mr. Adams presented the January 18, 2018 Summary of Motions, Staff Directives and Regular Meeting Minutes and asked for any additions, deletions or corrections. The following changes were made:

Line 60: Insert “as the fence has been conveyed to the CDD” after “the repairs”

Line 80: Change “Harbor Green” to “Arbor Green”

Lines 124: Change “Maldi” to “Maui”

Line 162: Delete “A.” before “Cyril Spiro”

Lines 213 and 228: Change “social media” to “the Sunshine Board”

Line 323: Change “the Board” to “the Committee”

Line 325: Change “a two to three page letter” to “a proposal”

Line 332: Change “replacing one of the restrooms” to “relocating the restrooms”

Line 414: Insert “to Capri Isle” after “entrance”

Line 416: Change “install sidewalk lighting” to “Boring for electrical”

### **B. Security Committee**

- i. January 8, 2018**
- ii. February 5, 2018**

Mr. Adams presented the January 8 and February 5, 2018 Security Committee Meeting Minutes and asked for any additions, deletions or corrections.

### **C. LAF Committee**

- i. October 10, 2017**
- ii. November 14, 2017**
- iii. January 9, 2018**

Mr. Adams presented the October 10, 2017, November 14, 2017 and January 9, 2018 LAF Committee Meeting Minutes and asked for any additions, deletions or corrections.

**D. Gym Survey Committee**

**i. January 23, 2018**

**ii. January 30, 2018**

Mr. Adams presented the January 23 and January 30, 2018 Gym Survey Committee Meeting Minutes and asked for any additions, deletions or corrections.

**E. Spirit Committee**

**i. January 3, 2018**

Mr. Adams presented the January 3, 2018 Spirit Committee Meeting Minutes and asked for any additions, deletions or corrections.

**F. Sunshine Board Online Workshop: January 30, 2018 to February 13, 2018 (to be provided under separate cover)**

**G. Other**

**On MOTION by Mr. Castillo and seconded by Mr. Burman, with all in favor, the January 18, 2018 Board of Supervisors Summary of Motions and Staff Directives, as presented, and Regular Meeting Minutes, as amended, the January 9 and February 8, 2018 Security Committee Minutes, the October 10, 2017, November 14, 2017 and January 9, 2018 LAF Committee Meeting Minutes, the January 23 and January 30, 2018 Gym Survey Committee Meeting Minutes, the January 3, 2018 Spirit Committee Meeting Minutes and the January 30, 2018 – February 13, 2018 Sunshine Board Online Workshop, as presented, were approved.**

**SEVENTH ORDER OF BUSINESS**

**Update: Focused Gym Survey**

This item was addressed during the Fifth Order of Business.

**\*\*\*The meeting recessed at 7:54 p.m.\*\*\***

**\*\*\*The meeting reconvened at 8:06 p.m.\*\*\***

Mr. Castillo requested that Management forward a copy of the last draft of the gym survey to the Survey Committee for review, prior to distribution.

- **Sunshine Board Online Workshop: January 30, 2018 to February 13, 2018 – Discussion**

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

Upon reviewing the Sunshine Board, Mr. Castillo stated that nothing required action aside from the changes in the minutes, which Mr. Adams already facilitated. Mr. Burman stated that the roof estimates were a “hanging issue” on the Sunshine Board. In response to Mr. Castillo’s question, Ms. Haque confirmed that the District received estimates ranging from \$4,000 to \$4,500 from the Engineers to inspect the Clubhouse and the two guard shacks. As to what the inspection entailed, Mr. Hall stated that the Engineers would perform a visual inspection, with photographs, and provide a full assessment with recommendations of what needs to be done, based on the photographs. Discussion ensued regarding the Engineering Company, the ages of the roofs, the scope of work, cost and the Reserve Study. Mr. Castillo and Mr. Shah were opposed to expending funds just to find out that the roof required replacement. In response to Mr. Shah’s question, Mr. Hall stated that there were no leaks and earlier leaks were patched. The consensus was that, since there were currently no leaks, the roof did not require replacement. Mr. Castillo recommended deferring the roof replacement discussion until after a decision was reached about the gym, as its expansion would affect the roof.

**EIGHTH ORDER OF BUSINESS**

**Continued Discussion: Café Kitchen Improvements to Allow for Serving Already Prepared Foods**

Mr. Hall contacted the proprietor of Salt and Pepper Catering and learned that it would cost approximately \$20,000 to partner with her to offer freshly prepared meals; \$10,000 for equipment and \$10,000 for upgrades to the kitchen, including window repair. Discussion ensued regarding leasing/purchasing equipment, inviting the caterer to a meeting, liability and economical alternatives such as food trucks and vending machines. Mr. Hall was asked to research hot dog vending and apprise the Board.

**NINTH ORDER OF BUSINESS**

**Consideration of Resolution 2018-02, Implementing Section 190.000 (3)(A)(2)(C), Florida Statutes, and Instructing the Hillsborough County Supervisor of Elections to Conduct the District’s General Election [Seats 4 & 5]**

Mr. Adams presented Resolution 2018-02.

- **Notice of General Election: November 6, 2018**
  - **Official Candidate Qualifying Period: Noon, June 18 – Noon, June 22, 2018**
    - **Prequalifying Begins June 4, 2018 at 10:00 A.M.**

**On MOTION by Mr. Castillo and seconded by Mr. Burman, with all in favor, Resolution 2018-02, Implementing Section 190.000 (3)(A)(2)(C), Florida Statutes, and Instructing the Hillsborough County Supervisor of Elections to Conduct the District’s General Election [Seats 4 & 5], was adopted.**

#### **TENTH ORDER OF BUSINESS**

#### **Acceptance of Unaudited Financial Statements as of December 31, 2017**

Mr. Adams presented the Unaudited Financial Statements as of December 31, 2017. Assessment revenue collections were at 89%. Mr. Castillo questioned the “Tree removal” line item at 139%. Mr. Adams stated that it was related to unforeseen Hurricane Irma expenses that did not qualify for Federal Emergency Management Assistance (FEMA) reimbursement. Related to the Fiscal Year 2017 audit, Mr. Adams stated that it would be necessary to write off the \$327,746, related to “Capital projects: 2015”, from the Assets, and Liabilities sections of the Balance Sheet, retroactive to September 30, 2017.

**On MOTION by Mr. Castillo and seconded by Mr. Burman, with all in favor, to write off \$327,746 from the Assets and Liabilities sections of the Balance Sheet, retroactive as of September 30, 2017, for audit purposes, was approved.**

Mr. Adams would present the Audit at the April meeting. In response to Mr. Burman’s question regarding prepayments, Mr. Adams stated that approximately \$30,000 in prepayments were received, which went against the principal, when the November 1, 2017 payment was made, which reduced the outstanding principal. Mr. Burman asked about notifying those that are still paying their debt assessments, Mr. Adams stated a small number were on the list and he would send reminders to those property owners.

#### **ELEVENTH ORDER OF BUSINESS**

#### **Staff Reports**

**A. District Engineer**

There being no report, the next item followed.

**B. Office Administrator**

Ms. Darby presented the Office Administrator Monthly Report dated February 15, 2018, outlining the Office/Beach Club updates, Upcoming Community Events and Proactive projects. She highlighted the following developments:

- The office redecoration project was completed and Staff is better able to assist multiple residents at once
- “The Square” system was activated to facilitate credit card payments
- Tablets would be available in time for the “Spring Fling”
- Staff contacted the surrounding communities and none provided snacks or complimentary beverages to residents.

In response to Mr. Castillo’s question regarding whether complimentary beverages were being offered, Ms. Darby stated that the coffee machine was accessible, in the kitchen, during office hours, and the coffee is put away when Staff was not on duty. Regarding the Square set-up and fees, Mr. Burman stated that, most governmental organizations charged a surcharge to accept credit card payments and asked Ms. Darby to review the cost to the CDD for processing a credit card and apprise the Board. Ms. Darby replied that Staff already reviewed surcharges and adjusted the prices, across the board, to accommodate the surcharge. In response to Mr. Shah’s inquiry, Ms. Haque stated typical transactions were for rentals, ticket sales, etc. Mr. Adams stated that transactions generally have a 2½ to 3% surcharge, rounded up to 3%. Ms. Darby stated that her next report would include figures on Beach Club rental fees.

- The Events Webpage was operational and linked to the official CDD website and Staff expected a lot of traffic to come through the website
- A Cory Lake Isles Sponsorship Program was proposed as a way for vendors to advertise in the community, in various locations and at various events, for a fee, which would be a monetary benefit to the District

Mr. Shah asked about the expected dollar amounts for the three sponsorship packages available. Ms. Darby stated that guidance was needed on the monetary aspects. The agreement would be placed on the CLI events page, website, as well as on flyers. Discussion ensued regarding the sponsorship program, signage, volunteering and vendor discounts.

- The luau event name was changed to “A Night in the Islands”, as it would not be a traditional luau

Mr. Shah stated that the Survey Committee Meeting ran late once and Staff asked everyone leave. Security stated that the Committee needed official approval to stay late. Ms. Darby was directed to inform Admin Staff that the next few Gym Survey Committee Meetings could continue for as long as necessary.

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

### **C. Facilities Manager**

Mr. Hall stated that the lights on the basketball courts were installed in 1994, at the inset of the actual skirting of the basketball courts, and could be moved but at considerable cost. In response to Mr. Castillo’s question regarding outdoor padding, Mr. Hall stated that the padding would last for approximately three months and then would require replacement. As to the request for more benches in common areas, Mr. Hall stated that, in previous LAF Committee Meeting discussions, it was determined that there was a sufficient number of benches in the common areas; only two to three areas could use a bench. Mr. Hall stated that the cost would be \$400. Mr. Adams stated that composite, fixed-in-place benches cost \$2,500 each. Since the reserve funds were already allotted to the TECO lighting, benches could be added to the Fiscal Year 2019 budget.

Mr. Shah asked that the two dead bushes at the Cache gate be removed. Mr. Hall would have the bougainvillea bushes removed and replaced with other shrubs. Mr. Shah wanted to know if Mr. Jason Liggett, of Yellowstone Landscape (Yellowstone), forwarded a report recently. Mr. Hall replied no but would contact Yellowstone. Regarding the status of the street cleaning, Mr. Hall stated that, in the last three weeks, the yard waste truck broke down on Bermuda, near Cory Lake Drive, and, for two subsequent Mondays, the Republic Services Inc., (RS) recycling truck leaked oil throughout the community. In response to Mr. Shah’s question, Mr. Hall confirmed that the oil spill was documented, photographed and RS’s Operations Manager was contacted. Mr. Castillo stated that the oil spills have become an all-too-frequent occurrence. Mr. Hall stated that, previously, Staff obtained multiple bids ranging from \$300,000 to \$600,000 for street cleaning, which were overlooked; he would obtain a few updated proposals. Discussion ensued regarding the oil leaks, RS, the cul-de-sacs, reimbursement and engaging District Counsel to resolve the issue. Mr. Adams would prepare a packet, with

photographs of damaged pavers, and circulate it to the City of Tampa, RS, Hillsborough County Public Waste and Solid Waste Departments and the Counsel Commissioner.

Mr. Castillo asked Mr. Hall to follow up on the sidewalk at 10716 Cory Lake Drive. Mr. Shah requested an update regarding the Postmaster's letter for the Capri Isles residents. Mr. Hall contacted the post office and the Developer for documentation. Mr. Shah asked about a tree at the Cross Creek entrance. Mr. Hall would arrange to have it straightened. Discussion ensued regarding the landscapers, the TECO lighting project, LED light fixtures and the manufacturer. Per Mr. Castillo, Mr. Hall would repair LED light fixtures at the Cross Creek entrance and in other locations. Mr. Castillo asked about the TAG system that would soon be instituted by the TPD. Mr. Hall explained that TPD would check vehicle doors randomly to see if they were secure. Any unlocked door would be locked and a tag would be placed on the windshield to remind residents to secure their vehicles.

**On MOTION by Mr. Castillo and seconded by Mr. Woodards, with all in favor, allowing the TAG community event, by the Security Committee, on a to-be-determined date, was approved.**

Mr. Hall stated that he forwarded speeding violation information to the POA for enforcement and was trying to engage Allied Services (Allied). In response to a question, Mr. Hall replied that there were not that many issues and guard performance has improved but there was currently a guard shortage. He would like Allied to schedule in a "floater" for coverage and provide ongoing training. Mr. Castillo asked if the District still required Allied to attend Security Committee meetings. Mr. Adams stated that Allied representatives participated in staff meetings with Ms. Darby, Mr. Hall and Mr. Forbes. Mr. Hall was directed to forward a list of ongoing issues with Allied to Mr. Castillo and to invite Allied representatives to next month's meeting to provide an update on their progress.

**D. District Manager**

Mr. Adams stated that the CDD's audit was underway, would be completed in the next 60 days and would be delivered by April or May.

**i. NEXT MEETING DATE: March 15, 2018 at 6:00 P.M.**

The next meeting will be held on March 15, 2018 at 6:00 p.m., at this location.

**TWELFTH ORDER OF BUSINESS**

**Other Business**

There being no other business, the next item followed.

**THIRTEENTH ORDER OF BUSINESS**

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

Mr. Richard Carpenter, a resident, voiced his opinion that the community was well-maintained and the best he had ever seen it.

**FOURTEENTH ORDER OF BUSINESS**

**Supervisors' Requests**

In response to Mr. Shah's question regarding replacement of the Cross Creek entrance light, Mr. Hall stated that it was replaced. Mr. Castillo stated that the next community street cleanup event would be in May.

**FIFTEENTH ORDER OF BUSINESS**

**Adjournment**

There being no further business to discuss, the meeting adjourned at 10:18 p.m.

SIGNATURES APPEAR ON THE FOLLOWING PAGE]

  
Secretary/Assistant Secretary

  
Chair/Vice Chair