

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

The Board of Supervisors of the Cory Lakes Community Development District held a Regular Meeting on May 20, 2021 at 6:00 p.m., at the Cory Lake Beach Club, 10441 Cory Lake Drive, Tampa, Florida 33647. Members of the public were able to listen to and/or participate in the meeting via Zoom, at <https://us02web.zoom.us/j/88222786776>, and telephonically, at 1-929-205-6099, Meeting ID: 882 2278 6776, for both.

Present were:

Jorge Castillo	Chair
Sudhir (Sid) Shah	Vice Chair
Sheila Haque (via Zoom)	Assistant Secretary
Ronald Acoff	Assistant Secretary
Rene Fontcha	Assistant Secretary

Also present were:

Chuck Adams	District Manager
John Hall	Facilities Manager
Amanda Schewe	Office Administrator
Steve Small	LMP
Bola Adeshina	Camp Gladiator
Rich Carpenter	Resident/LAF Committee Member
Harry Ramphal	Resident/POA President
Parag Shah	Resident
Carlos Guzman	Resident
Roberta Carroll	Resident
Haresh Patel	Resident
Qiao Zen	Resident

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mr. Adams called the meeting to order at 6:00 p.m. Supervisors Shah, Acoff and Fontcha were present, in person. Supervisor Haque was attending virtually. Supervisor Castillo was not present at roll call. In consideration of the COVID-19 pandemic, this meeting was also being

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

offered virtually, via Zoom, and telephonically to allow public participation while reducing person-to-person contact.

SECOND ORDER OF BUSINESS

Chairman’s Opening Comments

There being no Chairman’s opening remarks, the next item followed.

THIRD ORDER OF BUSINESS

Other Supervisors’ Opening Comments

There were no opening comments by the other Supervisors.

FOURTH ORDER OF BUSINESS

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

Resident Rich Carpenter asked the Board to consider leveling the Meadows property, installing grass and converting the area into a general-purpose field that can be used for parking, events and softball, baseball, soccer or cricket activities.

Resident and POA President Harry Ramphal commented on the proposed Fiscal Year 2022 budget, roads, pavers and manhole covers. He voiced his appreciation to the Board and Staff for facilitating the vaccination event, the upcoming Food Festival and managing the landscape maintenance.

Resident Parag Shah stated that the middle of the volleyball court, perpendicular to the net, is rigid, unsafe and requires inspection and the basketball court needs to be resurfaced. Mr. Hall stated the basketball court resurfacing project has been budgeted.

Resident Roberta Carroll stated that she is on the Food Festival Committee and is very proud of the work that the Committee members and CDD staff are doing to organize the Food Festival; it is expected to be very nice event. She was especially impressed with Ms. Schewe and Mr. Hall and their ongoing contributions to the community.

Ms. Schewe gave an update on the Food Festival and what residents can expect, such as an inflatable slide, music, several food vendors, artisan jewelry vendors and two health classes. The event is going to be well-organized, with plenty of volunteers on hand to ensure that the

Festival is safe, inclusive and fun for all residents. Mr. Shah urged all meeting attendees to attend the Food Festival with their families and friends.

Ms. Bola Adeshina, of Camp Gladiator (CG), thanked the Board for allowing the camp into the Cory Lake Isle (CLI) community. Because of the 9:30 a.m. start time, no one has attended the outdoor exercise classes that were held. She requested permission to offer a one-hour class at 6:30 p.m. on Mondays, Wednesdays and Thursdays and, if the class is well-attended, she would like to offer a second class at 6:30 a.m. After doing market research, distributing flyers and meeting with CLI residents, she has concluded that the majority of individuals would prefer 6:30 a.m. and 6:30 p.m. classes from CG. She addressed membership regulations, registration, turnout, cost per class and the percentage that the District would receive. Ms. Adeshina responded to questions regarding the two classes she would like to offer and class attendance. Mr. Shah stated Ms. Adeshina’s proposal would be discussed later in the meeting and Ms. Schewe would inform her of the Board’s decision.

FIFTH ORDER OF BUSINESS

Update: Landscape Activities

Mr. Hall gave the following update:

- LMP commenced palm tree pruning for resident street palms and community palms.
- LMP has been monitoring irrigation heavily, installing plant beds and applying mulch.

The Board and Staff discussed the wild boar that damaged the landscape, developing a plan to get homeowners to trim their palm trees, the POA’s responsibility to notify homeowners, the violation process, diseased palm trees, offering discounted trees as an incentive to address and educating homeowners on how to maintain their palm trees. Mr. Acoff suggested sending an e-blast regarding proper tree maintenance and tree tips to enlighten homeowners and/or their landscapers on how to care for the palms.

▪ **Sunshine Law Presentation**

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

Mr. Adams stated copies of the PowerPoint presentation would be provided to all Board Members after the meeting and posted on the CDD website as well.

Referencing the PowerPoint presentation, Mr. Adams gave an overview of the Sunshine Laws (SL) and discussed the following items:

- Board Members must never discuss District business outside of advertised meetings.
- Board Members must contact District Counsel, Vivek Babbar, with questions.
- Transparency to constituents.
- Notification requirements for meetings.
- Types of meetings, including shade meetings, workshops and town halls.
- Meetings must be recorded and transcribed.
- SL violations.

Mr. Castillo arrived at the meeting at 7:00 p.m.

▪ **Recognition – Haresh Patel**

This item was an addition to the agenda.

Mr. Shah presented a plaque to Mr. Haresh Patel for his valuable contributions to the vaccination clinic event, which greatly benefited CLI residents and their families.

SIXTH ORDER OF BUSINESS

Update: Holiday Lighting (Mr. Tim Gay)

Mr. Hall gave the following update:

- Mr. Gay is having trouble getting materials from the vendor; primarily due to the microchip shortage.
- Mr. Gay installed lights and a controller at his house and invited Mr. Hall to view a demonstration.
- Mr. Gay would like to set up a demonstration at the Clubhouse in June.

Mr. Acoff stated holiday lighting costs will probably increase so the budget should be adjusted to avoid a budget shortfall. Mr. Adams explained the budget process and stated all adjustments would be made at the June meeting, where the Board and Staff would review the expenses department by department and discretionary expenditures would be approved. Mr. Hall stated the Board should have Mr. Gay's cost estimates by the June meeting. There will be an initial charge for that style of lighting but it is not an ongoing charge. Mr. Hall would visit Mr. Gay and email a video of the lighting demonstration to the Board. Ms. Haque suggested considering other vendors, as the permanently-installed lighting is not really a new technology

and the District might get better pricing from another company. Mr. Castillo directed Mr. Hall to research other holiday lighting vendors and present his findings at the next meeting.

SEVENTH ORDER OF BUSINESS

Sunshine Law Presentation

This item was presented following the Fifth Order of Business.

EIGHTH ORDER OF BUSINESS

Continued Discussion: Amenity and Infrastructure Expansion

- **Update: Cricket**
 - A. Field Construction Costs (John Hall)**
 - B. Cricket in Hillsborough and Pasco Counties**

Mr. Hall stated he was working with the County’s vendor and contacted the contractor/engineer that constructed the County’s cricket court; a response to his calls and emails remained pending. He contacted Walsh Tennis and they are inundated with work so it would be another three to four months before they could provide a proposal. Mr. Hall would continue looking into the cricket construction project and give an update at the next meeting.

NINTH ORDER OF BUSINESS

Discussion: Priority Capital Improvements – Gym, Roads, Meadows Property, Etc.

Mr. Adams stated he was unable to complete the Priority Capital Improvements PowerPoint presentation but he would have it ready for the June meeting. The delay would not impact the Fiscal Year 2022 budget timeline, as there is not enough time to make a decision on expenditures; it is more of a financial planning mechanism for the upcoming year. Per Mr. Shah, Mr. Adams to forward a draft of the Priority Capital Improvements PowerPoint presentation to Board Members for their feedback, in preparation of the final product.

TENTH ORDER OF BUSINESS

Discussion: Vetting Process for Authorizing Presentations to Board

Mr. Castillo recalled concerns at the last meeting about the lack of a vetting process for vendor presentations to the Board, which delays the meetings. He stated that Ms. Haque

previously suggested having Staff make decisions on certain items. Mr. Acoff stated he created a checklist to evaluate and vet vendors to make meetings quicker. He distributed and gave a brief overview of the list and what should be required, as follows:

- Requesters should be authorized for a presentation to the Board.
- Provide the date and time of the event and specify sponsors, if any.
- Specify if it is a solicitation.
- Specify the true objective of the event and if that objective aligns with the CDD’s Charter.
- Specify the intrinsic value of the project to the community.
- Submit references.
- Outline the financial impact to the CDD budget and if there a CDD staffing requirement.
- Address risks to homeowner safety. Specify if special equipment will be brought in and what risk that may pose.
- Specify if the vendor has insurance coverage and what risk control measures are in place, such as traffic, waste management, site safety, etc.

Ms. Schewe stated the checklist will assist her in eliminating presenters who are unprepared; it could be easily implemented. Mr. Acoff would email the document to Ms. Schewe for revision and inclusion on the next agenda. Mr. Adams stated it should be uploaded to the Sunshine Board, instead of included in the agenda. If a request or project requires a presentation at a meeting, an information packet should be transmitted to Management at least one week before the meeting for inclusion in the agenda so the Board can review the it and prepare questions and comments in advance of the meeting. Mr. Castillo felt that there should be a limit of two presentations per meeting in order to streamline the meetings.

ELEVENTH ORDER OF BUSINESS

Consideration of Resolution 2021-03, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date

Mr. Castillo presented Resolution 2021-03.

Mr. Adams presented the proposed Fiscal Year 2022 budget and stated in the coming months, the Board and Staff will review the budget line by line, department by department and adjust funding as the Board deems appropriate and then determine the final assessments. If assessments will increase, a mailed notice must be sent to property owners; if the assessments do not increase, notice is not necessary. At the June meeting, the Board and Staff will adjust the budget and ensure that it is substantially completed by the July meeting, at which time, the final assessment level would be set. Mr. Adams discussed the timeline for adopting the final Fiscal Year 2022 budget, a spreadsheet that will be presented at the June meeting, the general ledger that will be distributed to the Board and the Debt Service.

On MOTION by Mr. Castillo and seconded by Mr. Shah, with all in favor, Resolution 2021-03, Approving a Proposed Budget for Fiscal Year 2021/2022 and Setting a Public Hearing Thereon Pursuant to Florida Law for August 19, 2021 at 6:00 p.m. at the Cory Lake Beach Club, 10441 Cory Lake Drive, Tampa, Florida 33647; Addressing Transmittal, Posting and Publication Requirements; Addressing Severability; and Providing an Effective Date, was adopted.

TWELFTH ORDER OF BUSINESS

Consideration of Resolution 2021-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing an Effective Date

Mr. Castillo presented Resolution 2021-04.

On MOTION by Mr. Castillo and seconded by Mr. Shah, with all in favor, Resolution 2021-04, Designating Dates, Times and Locations for Regular Meetings of the Board of Supervisors of the District for Fiscal Year 2021/2022 and Providing an Effective Date, was adopted.

THIRTEENTH ORDER OF BUSINESS

Committee Reports

- **POA Update/Report**

This item, previously Item 13D, was presented out of order.

Mr. Acoff felt that the POA Update/Report should not be included in the Committee Reports section, as the POA is a separate entity from the CDD. Mr. Adams stated, going forward, the POA Update/Report would be a stand-alone item just before Committee Reports.

Mr. Ramphal stated a joint CDD/POA meeting would be scheduled for June, prior to the CDD meeting. Mr. Castillo stated July would be a better time.

A. Security

There being no report, the next item followed.

B. Landscape Aquascape Facilities

Mr. Carpenter presented the LAF Committee Meeting Minutes, dated May 3, 2021.

The Board and Staff discussed the diseased palm trees, installing signage at the Cross Creek entrance to assist truck deliveries, capital improvement wish-list items, capital assessment items and increasing CDD fees.

C. Spirit Committee

There being no report, the next item followed.

D. POA Update/Report

This item was presented prior to Item 13A.

FOURTEENTH ORDER OF BUSINESS

Approval of Minutes

A. Board of Supervisors: April 15, 2021

I. Summary of Motions

II. Staff Directives

III. Regular Meeting

The following changes were made:

Line 165: Change "Gretchen" to "Amanda"

Line 250: Delete "a" after "or"

Line 336: Change "assigning a manager to" to "he would"

B. LAF Committee

- **May 3, 2021**

C. Sunshine Board Online Workshop: April 16, 2021 to May 19, 2021 (to be provided under separate cover)

D. Other

On MOTION by Mr. Shah and seconded by Mr. Fontcha, with all in favor, the April 15, 2021 Board of Supervisors Staff Directives and Summary of Motions, as presented, and Regular Meeting Minutes, as amended, the May 3, 2021 LAF Committee Meeting Minutes and April 16, 2021 to May 19, 2021 Sunshine Board Online Workshop, as presented, were approved.

FIFTEENTH ORDER OF BUSINESS

Acceptance of Unaudited Financial Statements as of March 31, 2021

Mr. Adams stated he was still working on the footnotes that were requested at the last meeting to help explain some of the accounting. He presented the Unaudited Financial Statements as of March 31, 2021, and responded to questions regarding the settlement from Republic Services, the Assigned fund balance, Unassigned Fund Balance, use-of-fund balance, unforeseen budgeted items, reserves and working capital. The financials were accepted.

SIXTEENTH ORDER OF BUSINESS

Staff Reports

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

There being no report, the next item followed.

B. Office Administrator: *Amanda Schewe*

Ms. Schewe presented the May Events Report.

Asked how she is handling her duties, Ms. Schewe stated, aside from the social media updates, she has help from volunteers and is doing well overall.

C. Facilities Manager: *John Hall*

Mr. Hall discussed the current projects being worked on by the District Engineer, including city manholes, requesting an inspection report from the City of Tampa (COT), Southwest Florida Water Management District (SWFWMD) weir structure violations and repair costs. He would obtain proposals to redesign the weir structures and present them at the June meeting.

Mr. Hall presented the May Facilities Manager Report and highlighted the following:

➤ Proposal from Envera, including a camera for the kitchen area and door alarms for the Clubhouse and gym: Total expense of \$5,000 or \$160 per month

➤ Total costs for repairs of Cache Road and a storm drain: Approximately \$14,000

Asked about the funding source for the Cache Road repairs, Mr. Hall stated the District previously allotted \$25,000 for stormwater repairs. He responded to questions regarding the paver repairs, pressure washing and playground repairs.

Mr. Acoff asked about the security guard uniforms. Mr. Hall stated Allied is currently undergoing a restructuring in personnel and it is unclear who is in charge of servicing the CDD.

D. District Manager: *Wrathell, Hunt and Associates, LLC*

Asked if there are any reporting requirements pending from the Board, Mr. Adams stated, in June, the Supervisor of Elections (SOE) would send Form 1 to each Board Member; Form 1 must be completed and transmitted to the SOE by July.

I. 2,025 Registered Voters in District as of April 15, 2021

There were 2,025 registered voters residing within the District as of April 15, 2021.

II. NEXT MEETING DATE: June 17, 2021 at 6:00 P.M.

○ **QUORUM CHECK**

All Supervisors confirmed their attendance at the June 17, 2021 meeting.

SEVENTEENTH ORDER OF BUSINESS

Other Business

The Board and Staff discussed the CG proposal to hold outdoor exercise classes at 6:30 p.m. three days per week, the class schedule, membership fees and resident attendance. The Board consensus was to discontinue the program due to lack of interest.

EIGHTEENTH ORDER OF BUSINESS

Public Comments (*non-agenda items*)

Resident Qiao Zen proposed using the Meadows property to build a boat storage facility, as it would make the community more attractive and accommodate several residents who would willingly pay \$200 to \$300 per month to store their boats in the community. Discussion ensued regarding the boat storage idea and the history of the Meadows lot, in terms of what

uses previous Boards and Board Members recommended. Per Mr. Acoff, Mr. Adams to include converting the Meadows lot into a boat storage area as a discussion item on the next agenda.

Mr. Carpenter stated Mr. Castillo had not yet arrived at the meeting when he made a case for the Meadows property earlier in the meeting and repeated his proposal to level the property and make it an all-purpose greenspace that could be used for parking, events, softball, baseball, soccer and a cricket field. Mr. Adams would include leveling the Meadows property as a discussion item on the next agenda.

NINETEENTH ORDER OF BUSINESS

Supervisors' Requests

Ms. Haque asked about Item #6 on the Landscape Inspection Report, regarding testing the palm fronds. Mr. Adams explained that LMP performs a tissue test to determine why a palm is declining.

Discussion ensued regarding the Zoom connection, bandwidth, internet, 5G wireless and underground utilities.

TWENTIETH ORDER OF BUSINESS

Adjournment

There being no further business to discuss, the meeting adjourned at 9:32 p.m.

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]


Secretary/Assistant Secretary


Chair/~~Vice Chair~~