

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

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

5 The Regular meeting of the Board of Supervisors of the Cory Lakes Community
6 Development District was held on Wednesday, November 16, 2011 at 6:00 p.m. at the Cory Lake
7 Beach Club, 10441 Cory Lakes Drive, Tampa, Florida.

8
9 **FIRST ORDER OF BUSINESS - Roll Call**

10 Mr. Burman called the meeting to order.

11 Supervisors introduced themselves.

12
13 Present and constituting a quorum were:

14
15 David Burman Chairperson
16 Ron Fitzgerald Vice Chairperson
17 Vicki Castro Supervisor

18
19 Also present were:

20
21 John Daugirda Manager
22 John Darling Facility Manager
23 Linda Harrell Facility Administrative Assistant
24 Karen Wolf Landscape-Aquascape-Facilities Committee Chair
25 Al Harrell Strategic Planning Committee Chair
26 Elizabeth Ross Strategic Planning Committee Facilitator
27 Several Residents

28
29 Mr. Daugirda established a quorum of the Board was present.

30
31 [Note: the minutes of the meeting are a summary of the discussion and actions taken at the
32 November 16, 2011 meeting; and upon the Board of Supervisors' approval are the permanent
33 "Record of Proceedings" of such meeting.]

34
35 **SECOND ORDER OF BUSINESS - Chairperson's and Manager's Opening Remarks**

36 Mr. Burman stated I went to the Police Department Appreciation Day this past Monday, and
37 we have a certification given to us by the Chief of Police on our work.

38 On a sad note, Noel Kitchener resided in our community, and was found yesterday morning
39 on the USF Campus. They had a memorial here last night.

1 Following discussion, Board consensus was for Mr. Burman to send a condolence letter to
2 the family.

3
4 **THIRD ORDER OF BUSINESS – Board Member Discussion on Agenda and Meeting**
5 **Protocols**

6 There not being any, the next item followed.

7
8 **FOURTH ORDER OF BUSINESS – Organizational Matters**

9 **A. Appointment of Individual to Unexpired Term of Office [11/2012]**

10 **B. Oath of Office of Newly Appointed Supervisor**

11 **C. Overview of Supervisor and CDD Responsibilities**

12 **D. Compensation of Supervisor**

13 **E. Resolution 2012-1, Election of Officers**

14 Mr. Burman stated we have two candidates for the vacancy on the Board Mr. Cyril Spiro and
15 Ms. Jennifer Gregory. As Mr. Shaw is not in attendance at this meeting, we should postpone this
16 selection, and given both individuals a chance to attend this meeting.

17 After discussion,

18
19 **On MOTION by Mr. Burman, SECONDED by Mr. Fitzgerald, WITH ALL IN FAVOR, the Board**
20 **Continued this item to the next meeting, and scheduled to continue the meeting to December 14,**
21 **2011 at 6:00 p.m. at the Cory Lake Beach Club..**

22
23 Ms. Castro stated at the December 16, 2011 meeting, I would like both candidates to
24 articulate what they think the most important purpose is being a supervisor.

25
26 **FIFTH ORDER OF BUSINESS – Consent Agenda Items:**

- 27 ▪ Approval of October 19, 2011 **Board Minutes**
- 28 ▪ Acceptance of October 11, and October 25, 2011 **Landscape-Aquascape-Facilities**
- 29 Committee Meeting
- 30 ▪ Acceptance of September 7, 2011 **Security Committee Meeting**
- 31 • Acceptance of **Financial Statements** as of October, 2011

32 After discussion,

33
34 **On MOTION by Mr. Burman, SECONDED by Mr. Fitzgerald, WITH ALL IN FAVOR, the Board**
35 **approved the Consent Agenda items as listed above.**

1 **SIXTH ORDER OF BUSINESS - Facilities Manager Report and District Projects**

2 **A. Facilities Manager Report**

3 A copy of the Facilities Manager Report is attached hereto and made a part of the permanent
4 record.

5
6 **A.1. Activities Report**

7 There being no questions, the next item followed.

8
9 **A.2. Office Administration**

10 **A.2.a. Newsletter Publishing**

11 Mr. Darling stated the contract with IKare is up at the end of the year. Others have expressed
12 an interest in doing this for us. Ms. Cindy Matter is with us today with BrainMatter and does other
13 publications for other communities in the area. Ms. Matter is a member of the B&I group that meets
14 here every Wednesday. There is a 60 day notice of cancellation in the contract.

15 Ms. Matter outlined the company's overview, its philosophy regarding its newsletter
16 publications, and provided samples of the current newsletters produced by the company for review.

17 Following a question and answer session, and Board discussion,

18
19 **On MOTION by Ms. Castro, SECONDED by Mr. Fitzgerald, WITH ALL IN FAVOR, the Board**
20 **approved continuing the IKare Publishing Contract for Calendar Year 2012.**

21
22 **A.2.b. Events Committee Calendar**

23 Mr. Darling presented the Events Calendar by the Social Events Committee, as has been
24 revised as of this morning. Many of these events are on the weekends, and in the early months some
25 are already in conflict with events booked at the Beach Club already, which will we need to work
26 around—the Rummage Sale, and one on 1/6 which was removed from the revised schedule.

27 Ms. Castro stated this was presented at the Strategic Planning Committee, and estimated
28 costs for the larger events were provided.

29 Mr. Burman stated we are not looking at the diversity of our community, and before we move
30 forward we need to look at the make-up of our community to see if other events can be done for
31 groups we are not considering.

32 Ms. Castro stated because of the Beach Club rentals, first, we need to say yes or no to these
33 dates and get them on the books. Second is \$20,000 for an Event Coordinator.

1 Discussion related to reservation planning for the events, process for cancellation of events
2 due to non-participation, suggestion of nominal fees for larger events, estimate costs of events by
3 POA and CDD, and potential cost of an event coordinator.
4

5 On MOTION by Mr. Burman, SECONDED by Mr. Fitzgerald, WITH ALL IN FAVOR, the Board
6 approved the Scheduled Events Calendar as presented, and Referred Financial Matters to the
7 Financial Committee.
8

9 **B. Project Updates (Previously Approved):**

10 **B.1. Project #2011-188 – Street Tree Replacement**

11 Mr. Darling stated we are 75% to 80% complete with the street tree replacement program.
12

13 **B.2. Project #2011-241 – Landscape Cul-de-Sacs & Islands**

14 Mr. Darling stated LMP started the work today, and two islands completed are on Cory Lakes
15 Drive near Ms. Castro's home, and I have the schedule for the remaining islands and cul-de-sacs.
16 This will help with vehicle visibility, and hid the meter boxes.

17 I am awaiting on a proposal for landscaping at Java and Cory Lake Drive.
18

19 **B.3. Project #2011-228 – MB Gatehouse Water Service**

20 Mr. Darling stated we have received all the approvals, and we are waiting on the city to
21 install their meter.
22

23 I have heard that the Boat Storage facility will be accessed by Branchton Church Road, and
24 the current gate.

25 Ms. Castro stated Ms. Ross told me otherwise and there will be only main entrance and exit
26 and it is the one on Branchton Church Road.
27

28 **C. Project Approvals:**

29 **C.1. Project #2011-154 – Sidewalk Construction**

30 Mr. Darling stated I received proposals that will complete the entire inner loop of the
31 sidewalk, as well as repair the 8' sections that were never completed, and truncated domes at the
32 connections on Cory Lake Drive. The proposal from Gulfwind Companies. It is within the budgeted
33 amount and request an amount not to exceed \$35,000.
34

1 On MOTION by Mr. Burman, SECONDED by Ms. Castro, WITH ALL IN FAVOR, the Board
2 approved Project #2011-154 for New Sidewalk Construction in the Amount not to Exceed \$35,000.
3

4 **C.2. Project #2011-280 – Fence Repairs**

5 Mr. Darling stated this is at the roller rink and basketball courts. I have an estimate by South
6 Florida Fencing, and replacing sections with commercial grade fencing. It was also brought to my
7 attention that the fencing at the west end of the basketball court needs to be moved 3' to 5' from the
8 end of the court. It is a safety hazard where it is right now. The east end is fine. That is not a part of
9 the contract. I am requesting an amount not to exceed \$7,500 to include the safety issue.
10

11 On MOTION by Mr. Burman, SECONDED by Mr. Fitzgerald, WITH ALL IN FAVOR, the Board
12 approved Project #2011-280 for Fencing Repairs in the Amount not to Exceed \$7,500.
13

14 **C.3. Project #2011-308 –Well/Pump #4 Repairs**

15 Mr. Darling stated we had to repair a well pump and controller at #4 on the Cross Creek
16 entrance road. Pope Water Systems made the repairs and it was in the budget.
17

18 On MOTION by Mr. Burman, SECONDED by Ms. Castro, WITH ALL IN FAVOR, the Board
19 ratified Project #2011-308 Pump #4 Repairs in the Amount of \$2,161,30.
20

21 **TWELFTH ORDER OF BUSINESS - Public Comments**

22 Mr. Gautami Dhelakia, resident in Martinique, stated I paid \$1,700 for a street tree, and the
23 developer did not plant a street tree.

24 Mr. Fitzgerald explained the developer's program for the street trees, and placement on CDD
25 property; and the CDD tree replacement program for diseased street trees.

26 Mr. Darling stated their home is at the end of a cul-de-sac because there is no CDD right of
27 way at the end of the easement. There is a 2' by 2' square piece between the mailboxes where a tree
28 could be planted, but it may not survive. There are very limited places to install a tree, and the CDD
29 will not put it on private property.

30 Mr. Daugirda stated you have an opportunity to look at what is best for the community
31 regarding the tree policy.

32 Mr. Fitzgerald suggest Mr. Dheklakia get with Mr. Darling to see if there is a feasible
33 solution.

1 Mr. Darling reported an individual bought a home in Bermuda Isle and the street light pole is
2 in the middle of his property. TECO will need to relocate the pole.

3
4 **SEVENTH ORDER OF BUSINESS – Financial Matters**

5 **A. State of District Finances**

6 Mr. Daugirda stated our firm provided you the unaudited financial statements, and the audit
7 will start shortly for fiscal year ended September 30, 2011.

8
9 **B. Series 2001 Bonds**

10 **B.1. Update on Series 2001 B Bondholders Suit and Insurance Ramification**

11 Mr. Burman stated there will be a hearing tomorrow morning, and we will have an update on
12 December 14.

13 Mr. Daugirda stated this is a motion for summary judgment on the claims against the District
14 for dismissal.

15 Mr. Fitzgerald asked why did the judge as for the CDD be included?

16 Mr. Daugirda responded I will ask the attorney, as I do not want to speculate, and get back to
17 you.

18
19 **B.2. Update on Pierce Suit**

20 There being nothing to report, the next item followed.

21
22 **B.3. Notice of Withdrawal from Reserve Series 2001A Accounts**

23 Mr. Daugirda stated the successor to Avatar has not paid any assessments, and bond
24 payments were due on November 1 and May 1. There was a shortfall, and the bank had to make a
25 partial draw down on the reserves of \$37,000, as controlled by the trust documents. There are still
26 funds in the reserve account. The team had a conference call with the bondholders, and they are
27 open to coming up with the resolution and reaching out to the current owners. I have written a letter
28 advising them of what has transpired, and asked for a response regarding how they may want to
29 resolve this economically.

30 Mr. Daugirda outlined the possible different options that may come up, and a question and
31 answer session followed.

1 **EIGHTH ORDER OF BUSINESS – Staff Reports**

2 **A. Attorney**

3 Mr. Burman stated I discussed with Mr. Daugirda and Mr. Straley our post orders. The
4 Security Committee on December 5 is going to look into revising the post order to tighten up the
5 security access in the evenings. We are looking at post orders of CDDs in the surrounding areas to
6 see what they are doing.

7 A discussion was held regarding access to the community, and tax-exempt bond status.

8
9 **B. Engineer**

10 There not being any, the next item followed.

11
12 **C. Manager**

13 **C.1. Management Report**

14 A copy of the Management Report is attached hereto and made a part of the permanent
15 record.

16
17 **Status on Landscape Maintenance Contract**

18 Mr. Daugirda stated the RFP has been send out. A pre-bid meeting was held on November
19 14. Nine contractors showed up, and eight filed their pre-qualification statements. One thought it
20 was to be filed the following week. It is up to the Board to waive any nominal irregularities.

21 Mr. Darling stated I still have not received their pre-qualification statements.

22 After discussion,

23
24 **On MOTION by Mr. Burman, SECONDED by Ms. Castro, WITH ALL IN FAVOR, the Board**
25 **declined waiving the irregularity of the pre-qualification statement.**
26

27 Mr. Daugirda stated the deadline to file proposals is November 28. Copies will be provided
28 for you at the Beach Club. OLM will provide their summaries of the proposals, and reviewed at the
29 first December L-A-F Committee meeting. Presentation to the Board will be December 14 for a
30 desired start date of January 1, 2012.

31
32 **Landscape Architectural Planning Services Proposals**

33 Mr. Daugirda stated the RFP's have been advertised and sent out. Six planners have
34 requested the materials. Proposals are to be received on November 23. An initial review will be
35 done by Mr. Darling, and five individuals selected from the Strategic Planning Committee. An

1 interview will be scheduled by Strategic Planning afterwards. The most likely date for Board
2 presentation will be in January.

3 Mr. Fitzgerald request a copy of the final RFP be send to the Board.
4

5 **NINTH ORDER OF BUSINESS – Board Member Discussion Items:**

6 Ms. Castro asked has a group been formed for the interior decorator for the Beach Club?

7 Mr. Darling responded an ad hoc group offered some suggestions for colors and carpet. We
8 have not proceeded with Phase 2 of the Beach Club improvements. We are concentrating on the
9 window leaks.

10 Mr. Burman stated I was under the impression that the firm putting on the hurricane film on
11 the windows as also resealing the windows.

12 Mr. Darling stated they need to be resealed again.
13

14 **TENTH ORDER OF BUSINESS - Community Requests/Recommendations**

15 **A. Landscape-Aquascape-Facilities**

16 There being no report, the next item followed.
17

18 **A.1. Status on Landscape Maintenance Contract**

19 This item was discussed under the District Manager's report.
20

21 **B. Security**

22 **B.1. October Security Incident Reports**

23 Mr. Burman stated the October security report was provided in your Advance Board Package.
24 Most incidents are happening during the day, and we will discuss how to prevent these types of
25 incidents at the next Security Committee meeting.
26

27 **C. Strategic Planning**

28 Ms. Castro stated we have the draft with the four goals and we are adding a fifth—a financial
29 goal. Ms. Ross has met with the Security Committee, and having them to lay out a three to five year
30 plan to address thinks such as safety and security meeting twice a year. She is meeting with L-A-F
31 for the environmental goal. We are not getting into the next level of nuts and bolts. Strategic
32 Planning should be the group the guides overall what is done in the community.
33

34 **C.1. Status on Landscape Architectural Planning Services Proposals**

35 This item was discussed under the District Manager's Report.

1

2 **E. POA Event Committee**

3 Mr. Burman asked has the POA passed their commitment to budgeting the events?

4 Ms. Castro responded they meet next week. Are they coordinating with Ms. Gregory?

5 Mr. Burman stated at the last meeting we specifically asked the POA Event Committee to
6 coordinate with Ms. Gregory for 2012.

7 Ms. Castro stated a question was asked as to whom the Event Coordinate would report to,
8 and it was the POA Event Committee even though the CDD would paying for the position.

9 Mr. Burman asked why?

10 A resident responded as the Event Committee is the one who is scheduling all the social
11 events. They would be tracking the hours, and reporting it to the CDD for payment.

12 Mr. Burman stated before we lay out \$29,000, we need something in writing as to how this is
13 going to work.

14 A discussion was held regarding the social events, current CDD Attorneys interpretation of
15 the Attorney General opinions in relation to CDD for recreational, education and social activities.

16

17 **ELEVENTH ORDER OF BUSINESS - Supervisor Requests**

18 Mr. Burman stated I was not particularly thrilled with the POA Statement put out regarding
19 the Boat/RV Storage lot.

20 Ms. Castro stated there were statements made and others that were not.

21 Mr. Darling asked has anyone seen a copy of the lease agreement with the POA and Mr.
22 Thomason?

23 Mr. Burman responded my last conversation with Mr. Jones is that they were still
24 negotiating.

25 Ms. Castro stated the deadline was supposed to be December 1.

26 Mr. Darling stated people are still coming in regularly regarding the storage facility.

27

28 **TWELFTH ORDER OF BUSINESS - Public Comments (Continued)**

29 A discussion was held regarding the public records of the minutes.

30 Mr. Burman requested a copy of the minutes in word on a CD to be searchable.

31 Mr. Daugirda stated the major projects are handled by Mr. Darling and he has a spreadsheet
32 with all the pertinent information, tasks, funds allocated, etc. Additionally, Mr. Shaw handles the

1 financial part which project that are approved, funded, completed, or funded and completed the next
2 fiscal year.

3

4 **THIRTEENTH ORDER OF BUSINESS - Adjournment**

5 There being no further discussions,

6

7 On MOTION by Mr. Burman, SECONDED by Ms. Castro, WITH ALL IN FAVOR, the meeting
8 was CONTINUED to December 14, 2011 at 6:00 p.m. at the Cory Lake Beach Club.

9

10 **These minutes were prepared in summary format.*

11 **Each person who decides to appeal any decision made by the Board with respect to any matter*
12 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
13 *proceedings is made, including the testimony and evidence upon which such appeal is to be based.*

14

15 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
16 noticed meeting held on December 14, 2011.

17

18

19

20 Signature



21
22 **John Daugirda**

23
24 Printed Name

25
26 Title:

- 27 Secretary
28 Assistant Secretary

29

Signature



Printed Name

Title:

- Chairperson
 Vice Chairperson