

**Coral Bay Community Development District  
Regular Meeting of the Board of Supervisors  
February 14, 2008**

The regular meeting of the Board of the Board of Supervisors (the "Board") of the Coral Bay Community Development District (the "District" or "CBCDD"), was held at the Coral Bay Recreational Facility, 3101 South Bay Drive, Margate, Florida on Thursday, February 14, 2008 as provided in the notice of the meeting (which is on file with the Records of Proceedings maintained by the District), the CBCDD schedule of meetings published in the "*Coral Bay Buzz*," and posted signs at the entrances of the CBCDD. Materials distributed to the members of the Board in advance of or at the meeting also are on file with the meeting records.

**First Item of Business: Call to Order and Determination of Quorum**

Tony Spavento (Chair) called the meeting to order at approximately 7:01 p.m.

The following Supervisors were in attendance at the meeting, constituting a quorum of the Board:

Daniel Dean	Sandra McCormick (Vice Chair)
Ronald Gallucci	Tony Spavento (Chair)
John Hall	

Also present were District Manager Leigh Hoffman, Assistant District Manager Millie Otero, District Engineer Robert D. Cole, District Treasurer Tina Hagen and District Attorney Michael Pawelczyk.

Thirteen residents and guests attended the meeting.

**Second Item of Business: Pledge of Allegiance**

The Chairman requested those in attendance to stand and recite the Pledge of Allegiance to the flag of the United States of America.

**Third Item of Business: Approval of Minutes**

A motion was made to amend item 11-g of the regular meeting held on January 10, 2008 to include the approval for the replacement of the interior pool lights at Peninsula Park. The motion was duly seconded and unanimously approved.

**Four Item of Business: Approval of Payment of Invoices**

The Board reviewed the items listed in the Checking Account Transaction Register dated February 14, 2008. As requested Mr. Zimmerman from CPZ Architects was present to clarify invoice number 560 for \$1,862.50 as well as work done for railings, shop drawings and louver doors. Mr. Zimmerman explained the situations encountered with the City of Margate. After

discussion and on motion duly made and seconded, the items listed in the Checking Account Transaction Register the and check issued in December to CPZ Architects were unanimously approved.

#### **Fifth Item of Business: District Engineer's Report**

Bob Cole reported that U S Grounds would commence work on the Boat Ramp project Friday February 15.

He then presented a drawing of Peninsula Park to illustrate the shoreline erosion. The direction given by the Board: Conduct a survey on the west side shoreline of Peninsula Park not to exceed \$4,300.

Mr. Cole discussed the work in progress at the park pool. Allan Pearl from A Plus Pools was present. He explained they have so far corrected 8 leaks detected. Due to all the openings being made around the pool deck, it is recommended to open 3 feet around the perimeter. This will allow access to all the pipes and gutters for repair. Upon completion it is proposed to cover the area with pavers to allow easy access for future work.

Motion was made to approve \$12,000 to open around the perimeter of the Peninsula Park pool, the correction of all present leaks and to close the area with pavers. This motion was duly seconded and unanimously approved.

#### **Sixth Item of Business: District Attorney's Report**

The District Attorney briefly reported on the status of correspondence with NCS and other matters.

#### **Seventh Item of Business: Presentations**

The Monroe Prestige Group was present to introduce the possible request for an easement on the south side of the Target shopping center. Mr. Ira Waitz explained that in the event that Target moves out of the premises they are prepared to remodel the facility. They would be proposing a 12 feet easement for berm and landscaping

#### **Eighth Item of Business: Audience Comments**

At this point in the meeting, the Chairman indicated the Board would open the floor to comments and questions from the audience. Questions and comments related to, among other items, (1) the overnight tagging and towing of vehicles in the community; (2) status of resurfacing the basketball and tennis courts; (3) the installation of the gates on South and North Bay Drives; (4) timetable for fencing on South Bay Drive; (5) the amount of full time employees the district has and (6) qualifications of the District Treasurer.

The owner of a vehicle towed in Mallory Harbor spoke on the condition of his car when he picked it up from the towing company. The brake system and the driver's side door were damaged.

### **Ninth Item of Business: Supervisor's Comments**

Supervisors responded to audience questions and commented on, among other items, (1) newsletter distributed in the community by an individual owner, (2) reinstatement of the entry gates, (3) fence replacement in Indian Key, and (4) the status of the entry gate system.

The Board discussed the towed car in Mallory Harbor. District management was directed to speak to the towing company on the condition of this car as well as the procedure followed when cars are being towed. Motion was made to issue a \$400 check for the replacement two rotors, and brakes to make the vehicle operational while the matter is resolved. The motion was duly seconded and unanimously approved.

Mr. Spavento and Ms. McCormick attended the City Commission session where neighboring Coral Cay community was seeking the approval of lots used to station RVs. They were able to present the district's position on the impact of these units to the community. The City Commission did not approve Coral Cay's request to move RVs into the community.

### **Tenth Item of Business: Gate Security**

Supervisor Hall presented the proposal from TEM Systems for the gates at South Bay and North Bay drives. Discussion ensued on moving the North Bay gate closer to NW 62<sup>nd</sup> Street making this a resident only entrance. Direction was given to the District engineer to contact the City of Margate to inquire on the requirements for moving the gate. All vendors approached for proposals must receive a copy of the security report issued by Trans Systems. District management is to contact other vendors for gating and surveillance proposals. Supervisor Hall volunteered to meet with the vendors for the walk through for the gates.

### **Eleventh Item of Business: District Treasurer's Report**

Ms. Hagen responded to the audience comments of her fiscal and FEMA qualifications. She reported that the funds awarded to Coral Bay by FEMA per project have increased from 87% to 100%. Ms. Hagen and Millie Otero met with Ken Weiser state FEMA coordinator for Broward County. During this meeting they discussed: a) the fencing project awaiting the approval of the Request for Improved Project; b) headwalls study to address all 15 headwalls, the results of the study must be compared to the scope of work submitted to FEMA if these are different a Request for Change of Scope must be submitted to FEMA; c) request for final inspection to be submitted for completed projects, and d) district management to submit extensions to projects in progress.

Ms Hagen prepared a reallocation of the equity accounts which were reviewed by Tania Davis who agreed on this process. The value of assets is being prepared and when completed

will be provided to the independent CPA Mr. Dana Moss for the audit report. The cost of the wall project is needed in order to prepare the depreciation cycle for this asset.

A motion was made to reallocate the equity accounts on the balance sheet as presented in Ms Hagen's report. This motion was duly seconded and unanimously approved.

Chairman Spavento recessed the meeting at approximately 10:45 and reconvened the meeting at approximately 10:55. At this time Ms. McCormick excused herself from the meeting.

### **Twelfth Item of Business: District Manager's Report**

Among items included in the District Manager's report were:

*a. Fay's Cove Resident release.* Mr. Hoffman reported that Mr. Karim's attorney has not responded the signing of the released form for the alleged falling of a coconut damaging his vehicle.

*b. Vehicle exiting North Bay Drive.* The District Manager reported that on the incident that took place on January 14 with a vehicle exiting on North Bay Drive photos and the police report have been requested.

*c. Hosting Election Day.* Leigh Hoffman reported, that with considerable preplanning Election Day was a success. District Management coordinated various aspects with the Supervisor of Elections office.

*d. Appraisal by GAB Robins.* Mr. Hoffman stated that in follow up with GAB Robbins it was indicated they are working on the data to present in their report. District Management will follow up with them.

*e. IGM Landscaping proposal.* Mr. Hoffman presented the proposal and site plan submitted by the landscaping company for the installation of trees on NW 62<sup>nd</sup> Avenue.

A motion was made to approve the proposal for \$12,990 submitted by IGM Landscaping for the installation of trees on NW 62<sup>nd</sup> Avenue. This motion was duly seconded and unanimously approved

*f. Overnight Parking.* District Manager requested direction on the areas where overnight parking is allowed in the community in order to provide direction to the tagging company.

It was established that no overnight parking is allowed at the Club House parking. The parking is needed for the users of the facilities and for people attending meetings. Parking at the Tot lot and the Tennis courts to be non-commercial, registered vehicles and not for storage.

g. District Management to have the end caps of the mediums throughout the community painted in yellow.

h. The towing company must be contacted and discuss the towing procedures. District Management directed to start the process of securing the services of a new towing company.

i. It was introduced that in Fay's Cove at the corner of French Angel Terrace and Yellowfin Lane a tree owned by 6412 French Angel needs to be removed in order to install a street stop sign. District engineer is to follow up on this matter.

j. Supervisor Gallucci stated that there are alleged Snakehead fishes in the lake. This matter needs to be investigated since this type of fish can affect the environment of the lake.

k. CHI reporting system needs to be compiled in a manner that depicts each job completed with the corresponding hours worked. This is to be reviewed for future reporting.

### **Thirteenth Item of Business: Old Business**

The following items of old business were reviewed by the Board:

a. *Audit.* District Management was directed to file an extension for the Audit Report.

A motion was made to authorize District Management to contract with a CPA firm not to exceed \$10,000 to engage on the preparation of the Audit Report. This motion was duly seconded and unanimously approved.

A motion was made to convene a meeting in two weeks at 7:00 p.m. to address matters related to the audit. This motion was duly seconded and unanimously approved.

b. District Management is to advertise the meeting for Thursday February 28<sup>th</sup> at 7:00 pm. The District Attorney stated that if meeting is not needed that day, a notice of cancellation could be posted.

A motion was made to appoint an Audit Selection Committee to initiate the process of selecting an audit firm. The Committee would consist of the members of the Board of Supervisors. This motion was duly seconded and unanimously approved.

Articles are required for the publishing of the Buzz.

**Thirteenth Item of Business: New Business**

- a. *Interim-meeting management report.* District management to report on what has taken place during the two weeks after the meeting.
- b. *Determination of when to get permits and what type.* Supervisors to be advised of permit numbers for work conducted in the community
- c. *Status of all repairs and projects at Peninsula Park.* This item was previously covered at this meeting.
- d. *Resolution pertaining Treasurer's responsibilities.* District Attorney presented **Resolution number 2008-01** identifying the duties of the Treasurer.
- e. *Recommendation for Special Counsel for the District.* This matter was tabled for future discussion.

**Fourteenth Item of Business: Adjournment**

Upon motion duly made and seconded, a motion to adjourn the meeting was unanimously approved and the meeting adjourned at 12:40 p.m.

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Leigh Hoffman, Secretary