

**Coral Bay Community Development District
Regular Meeting of the Board of Supervisors
June 12, 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, June 12, 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 7:03 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, Treasurer Tina Hagen, Assistant District Manager Millie Otero, District Engineer Robert D. Cole and District Attorney Michael Pawelczyk.

Eight 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

Supervisor Hall moved to approve the minutes of the regular meeting held on May 8, 2008 with the following amendment:

Page 4 strike sentence concerning distribution of the disk

Supervisor Dean seconded the motion. In a voice vote, the motion was unanimously approved

Four Item of Business: Approval of Invoices

Tina Hagen distributed a supplemental list of check transactions for review. Chairman Spavento asked Tina Hagen if minor electrical work done by the maintenance staff should be posted under maintenance and not as an electric line item. Ms. Hagen responded that there is no

“correct” method (i.e., either way would be appropriate), and that she would work with Martha Palmer to implement any changes in categories that the Board desired.

Supervisor Dean had questions on charges in the CHI invoice. Subsequent discussion on these questions was held until the District Manager’s report.

After discussion, Supervisor Dean moved to hold check number 10600 and to approve all the other items listed in the Checking Account Transaction Register. Supervisor Hall seconded the motion. In a voice vote, the motion was unanimously approved.

Fifth Item of Business: Presentations

Barry Shapiro from TEM was in attendance to present the options for the installation of entrance gates. Mr. Shapiro stated that he understood that the South Bay Drive original configuration would remain as is (i.e., arms for the entry and exit). He proceeded to discuss the option for the North Bay Drive gates. Barry Shapiro explained that the trap system is effective but has the tendency to slow down traffic, although with multiple entrances that would not cause a problem. Chairman Spavento asked Mr. Shapiro if he had visited the 30th Street gate and the possibility of installing a trap at that entrance. Mr. Shapiro responded that he had not visited that entrance and he would have to measure the area to determine if there were thirty feet available to install a trap system. Concerning the 30th Street gate system, Supervisor Gallucci inquired on the time it should take the arm to go down after a vehicle has gone through. Mr. Shapiro responded that the arm should go down immediately after the vehicle goes through. He committed to have the technicians work on the 30th Street gate system and have the closing time adjusted. Supervisor Dean expressed that the Board needed to arrive at a consensus on the configuration for the North Bay Drive gates. After some discussion it was decided that the entrance and exit sides would have swing gates with arm. Mr. Shapiro recommended a basic four feet gate instead of a higher gate. He added that the city would not allow the gate to open towards the sidewalk on the exit side. Mr. Shapiro would have their engineers determine if the exit gate could open towards the center island.

Barry Shapiro stated that TEM could present a quote for the surveillance. Supervisor Dean directed Millie Otero to provide Mr. Shapiro a blocked out copy of the specifications of the camera system proposal on file. Barry Shapiro stated that whenever possible a hard-wired system was highly recommended because there are many elements that could interfere with the operation of the wireless system. Supervisor Hall expressed a concern about installing the gates without having the camera system in place. He proposed to have the gates installed, but not make them operational until the camera system is in place. Supervisor Dean asked Barry Shapiro if the current transponders could be used. Mr. Shapiro responded that the current transponders would work, but there is new, lower-cost technology that offers a sticker that gets adhered to the windshield of the vehicle; i.e., that the reader would work with both the transponders and the stickers.

Sixth Item of Business: District Engineer’s Report

- a. *PVC Fence* - Robert Cole deferred to Millie Otero for an update on the PVC fence project. Millie Otero reported that the contractor had started digging the holes for the installation of the fence poles on South Bay Drive. She added that Vic’s General Services

were expecting the delivery of the poles by the following week. Ms. Otero explained that the installation of the poles on South Bay Drive would continue, and upon delivery of the fence panels, the Indian Key section of fence would be installed.

- b. *Boat Ramp* - Mr. Cole reported that US Grounds completed the boat ramp. He added that US Grounds had seal-coated the portion of the parking lot that had been used as a work area. Supervisor Gallucci asked Mr. Cole if the grading of the ramp was tested. Robert Cole responded that the grading remained as the original ramp.
- c. *Peninsula Park* - Robert Cole reported that the lighthouse roof had passed final inspection. He added that the final step was the selection and the installation of pavers. Supervisor Dean stated that standard and not custom pavers must be selected to simplify replacement when needed. Richard Noon presented the Board with paver color options. After review of the colors, coral pink was the paver color selected for the lighthouse roof and for the pool deck. Mr. Cole stated that all the other items to complete the project would be completed before the final inspection.
- d. *Peninsula Park erosion* – Robert Cole reported that a colleague had attended a meeting with Edmund Saldana (the CBCDD’s Public Assistance Coordinator), Tina Hagen and Millie Otero to discuss the ownership of the CBCDD’s shoreline and the possible transfer of the shoreline restoration project from FEMA to the National Resources Conversation Services. Tina Hagen explained that the headwall and shoreline project should be placed on hold until Mr. Saldana determined which entity would be providing the funding. Supervisor Dean stated that the re-grading of the shoreline at Peninsula Park could not be started since it is part of the same project. Supervisor McCormick inquired if extensions needed to be filed with FEMA for this project. Tina Hagen responded that the extensions were already filed with the maximum allowable deadline, October 2009.
- e. *Peninsula Park Bollard lighting* – Mr. Cole reported that there is line of vandal-resistant lighting, but they could still be damaged. Michael Pawelczyk suggested a concrete post with a side opening to hold a bulb and a louver cover to illuminate the path. Mr. Pawelczyk stated that he would forward pictures of the concrete posts to the Board. Robert Cole recommended getting a contractor to present options and pricing for the pathway lighting.

Seventh Item of Business: Presentation

Alan Pearl from A Plus Pools requested to address the Board on the status of the Peninsula Park pool. Mr. Pearl described the work that remained to be done at this pool. Supervisor Dean asked Millie Otero what the status was of the last set of directions given by the Board. Millie Otero reported that subsequent to the last meeting, A Plus Pool had been unresponsive in performing the authorized work. As a result, management had (1) authorized Richard Noon to expose the pipes and then (2) contacted multiple contractors who provided quotes for the repair/replacement of the plumbing surrounding the pool, resurfacing the pool, pool lighting and the renovation of the pool deck. Chair Spavento asked what financial obligation the District had regarding A Plus Pools. Millie Otero explained that A Plus Pools had received a payment of fifty percent of the pool equipment and related electrical work. She added

that they repaired seven leaks for which they had not been paid. Millie Otero also reported that A Plus Pools was awarded the resurfacing of pool and received the fifty percent advance payment for that project. Supervisor McCormick asked Richard Noon for his opinion on the repair or replacement of the pipe. Mr. Noon stated the repairs should be attempted first, followed by a pressure test. He added that if the pipe does not hold pressure then replacement would be required.

Supervisor McCormick moved to sever the relationship with A Plus Pools and pay them what is justly due for their previously performed services. Supervisor Dean seconded the motion. In a voice vote, the motion was unanimously approved.

Supervisor McCormick moved to request from A Plus Pools the fifty percent deposit paid for the resurfacing of the Peninsula Park Pool that had not yet been started. Supervisor Dean seconded the motion. In a voice vote, the motion was unanimously approved.

Supervisor McCormick moved to proceed with the plumbing repair of the pipes at the Peninsula Park pool using the bidder that management had recommended. Supervisor Dean seconded the motion. In a voice vote, the motion was unanimously approved.

Eighth Item of Business: District Attorney's Report

Michael Pawelczyk presented a check for 790 dollars payable to the District from Mr. Burke a resident from the The Cape whose son had damaged the entrance to that village. Mr. Pawelczyk reported that as directed at the last meeting he had reviewed and completed the agreement between the District and Las Brisas, prepared by Supervisor McCormick, for the Broward Beautiful Grant.

Ninth 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.

No Audience comments at that time.

Tenth Item of Business: Supervisor's Comments

Supervisors commented on, among other items,

1. The owners in villages like Indian Key and The Cape that cause damage by going over the wall,
2. The response directed to the owner that publishes and distributes a newsletter to the residents,
3. The status of the cleaning of the PVC fence on the north side of North Bay,
4. The possible relocation of trees from the Target shopping center,
5. The vandalism and graffiti occurring within the District,
6. The lighting of the pool areas at night.

District Engineer was excused at 9:15 p.m.

Chairman Spavento recessed the meeting at approximately 9:15 p.m. and reconvened the meeting at approximately 9:26 p.m.

Eleventh Item of Business: District Treasurer's Report

Tina Hagen distributed an updated P&L for the general fund, with two corrections but they do not affect the bottom line on the budget. Ms. Hagen explained that on the line for security system lease she left the funds for the alarm service of the Recreational Center and the balance on that category was transferred to the Major Projects line. She added that the second change was on the hurricane cost where 30,000 dollars that were held for the docks were moved to the Major Projects line. Supervisor Dean stated that it seemed that the forecasts for a couple of budget lines were different than budgeted. Ms. Hagen requested examples of these categories. Supervisor Dean responded that the electricity line and the landscaping were two that were lower than budgeted. For those two categories Ms. Hagen explained that 1) the electricity had been budgeted higher to cover the increases due to the new lighting and the operation of pool the pool equipment at Peninsula Park; 2) the landscaping line was budgeted based on the prior contract and the new contract with IGM is lower.

Ms. Hagen inquired on what would be the schedule going forward for the discussion of the budget, the workshop meeting and the public hearing. Michael Pawelczyk clarified the procedure for the approval of the budget, the maximum assessment per lot, and the setting of the public hearing. Supervisor Dean expressed that the Board needed to undertake the exercise of going through the budget to see the possible impact of increases in services such as electricity and to ensure that all the operating expenses are covered for next year. Chairman Spavento inquired on the situation with the District's reserves. Tina Hagen responded that the reserves were in good shape. Supervisor McCormick asked Ms Hagen if she had an idea on what the reserves were at that point. Tina Hagen responded that the reserves were substantial. Supervisor Dean stated that the Board needed to consider that generally, it is not sound fiscal policy to count on spending savings, which essentially the reserves are. He added that the Board must identify an exact amount to be used from the reserves and not to use it as an open fund. Tina Hagen explained that funds budgeted but not spent in projects were moved to the reserves and those funds were therefore available going forward. Supervisor Dean added another consideration is the unexpected cost of approximately 115,000 dollars for the Peninsula Park pool. Tina Hagen informed the Board that for some of the FEMA projects funds were budgeted when only eighty seven percent of the cost had been approved by FEMA. Ms. Hagen noted that the fence project was increased to one hundred percent of the cost paid by FEMA freeing the funds that were held in the budget. Tina Hagen asked the Board if they wished to go over the entire budget at the time or to use management's proposed budget for the TRIM notice and to have Millie Otero present the figures she had for the major projects. The Board agreed to present the manager's proposed budget to Broward County for the TRIM notice. Millie Otero then distributed a spreadsheet that listed the prioritized major projects with estimated cost. Ms. Otero explained the cost for each listed major project. Supervisor McCormick expressed her understanding of the gates and cameras being the main focus for the major projects. Supervisor Dean agreed on the need of getting those projects done, and added that if either if those project costs were higher than

anticipated then other projects would be placed on hold. He also explained that the docks in Peninsula Park would need to be addressed in order to receive a Certificate of Occupancy from the city for the park and pool. Tina Hagen explained that in looking at the major projects for the 2008 budget, there would be monies carried over to the 2009 budget. Supervisor Dean stated that given the availability of funds carried over for the major projects, the maximum per lot assessment could remain at 1,320 dollars and 19 cents for the 2009 budget. He asked if there was a resolution for this action. Leigh Hoffman read the resolution. Michael Pawelczyk stated that the resolution number was 2008-02.

Supervisor Dean moved to adopt Resolution 2008-02 as read with the gross per unit assessment set at 1,320 dollars and 19 cents and the budget hearing to be held on Thursday August 28 at 7:00 p.m. Supervisor Hall seconded the motion. In a voice vote, the motion was unanimously approved.

Supervisor Dean stated that the Board needed to select a date for the budget workshop. After discussion the budget workshop was scheduled for July 24 at 7:00 p.m.

Twelfth Item of Business: District Manager's Report

Leigh Hoffman presented the request received from Mallory Harbor requesting the District to refrain from tagging and towing in that village. Michael Pawelczyk stated that the District has authority over the roadways and therefore could continue to enforce the tagging and towing. District Management was directed to send a letter to Mallory Harbor to inform them that their request was denied.

Mr. Hoffman inquired on the items for discussion on the CHI invoice. Some of the items in question from the invoice were:

1. the detail for the phone call made to the Margate police department
2. the charge for meeting with Leigh Hoffman on site
3. charge for installation of nautical rope that had not yet been received
4. work conducted by maintenance that should be done by the janitorial staff at a lower rate
5. the amount of irrigation work listed

Discussion took place concerning holding the check for CHI until all items in question were clarified. Michael Pawelczyk stated that the vendor should receive payment for the work that was not in dispute.

Supervisor McCormick moved to void check 10600 payable to CHI Maintenance, to withhold 3,000 dollars and to issue a check for 3,703 dollars and 54 cents. Supervisor Hall seconded the motion. In a voice vote, the motion was unanimously approved.

Supervisor Dean stated that a Request for Proposal (RFP) should be developed for janitorial and maintenance services. He added that to facilitate the process, a list of tasks could be circulated to the Supervisors for input and the final list would be incorporated in the RFP.

Leigh Hoffman informed the Board that he had just received the engagement letter from Shaun Davis & Associates for the 2007 Audit. He stated that as directed by the Board the District Manager and the District Attorney would review and approve the engagement letter.

Millie Otero presented three quotes for the development of plans for the Recreational Center and the Peninsula Park docks. She also presented a quote for a surveillance system for the gates submitted by Holb Sierra.

After review of the quotes presented for the development of plans for the docks Supervisor Dean moved to accept the quote from Archtype Design. Supervisor Hall seconded the motion. In a voice vote, the motion was unanimously approved.

Millie Otero informed the Board that three quotes had been obtained for the survey of Peninsula Park of that District Management selected Accurate Surveyors as the lowest quote of 2,400 dollars. She added that the check for the down payment had already been issued and hand delivered to expedite the process.

Supervisor Dean stated that further direction needed to be given in order to continue the pool renovation at Peninsula Park. Millie Otero presented to the Board a spreadsheet that outlined the two options for the renovation. She explained that the spreadsheet gave the average cost of each item. Supervisor Dean asked Michael Pawelczyk what would be the guidelines to have this project approved. Mr. Pawelczyk responded that under the District current rules the project would have to be put out to bid. Supervisor Dean suggested producing an RFP for both options. Chairman Spavento stated that the repair of the pipes had been approved and awarded, and therefore should not be part of the RFP. Direction was given to District Management to award the repair of the Peninsula Park pool pipes. The following was addressed on the development of an RFP for the Peninsula Park pool renovation:

1. the modification of a boiler plate RFP
2. to develop the specifications for the pool renovation
3. to have district counsel review the RFP
4. to advertise the RFP
5. to hopefully have the proposals by the next Board meeting

It was concluded that the goal would be to complete the above process by the next Board meeting.

Tina Hagen reminded the Board that the repair of leaks on the roof of the Clubhouse had not been addressed. She added that the leaks were reported some time ago and need to be repaired to avoid further damage. Supervisor Dean proposed to direct District Management to request quotes for the repairs and if the cost is within their discretion to have the work performed. The Board approved the directive.

Thirteenth Item of Business: Old Business

Supervisor Dean inquired on the status of the proposal from IGM for the planting of the under story on NW 62 Avenue. Millie Otero responded that prior to meeting she had received a quote from IGM for the planting 22 shade trees. Supervisor Dean stated that although trees are

needed to fill in gaps, there are under carriage gaps that need to be addressed. Millie Otero agreed to meet with Terry Glynn from IGM to review and modify the proposal.

Supervisor Dean asked what was the status of the lock for the boat ramp. Millie Otero explained that US Grounds would install the lock after final inspection. She added that the inspection had taken place on Wednesday and she would follow up with them on this item. Supervisor Dean reminded Ms. Otero that the lock was to be keyed to the Medico locks used throughout the District.

Fourteenth Item of Business: New Business

Michael Pawelczyk reminded the Supervisors that the report of Personal Financial Interest is due on July 1, 2008.

Fifteenth Item of Business: Adjournment

Supervisor Hall moved to adjourn the meeting. Supervisor Dean seconded the motion. In a voice vote, the motion was unanimously approved. The meeting was adjourned at 12:11 a.m.

Leigh Hoffman, Secretary