

**Coral Bay Community Development District
Regular Meeting of the Board of Supervisors**

November 18, 2008

The regular meeting 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 Tuesday, November 18, 2008 as provided in the notice of the meeting (which is on file with the Records of Proceedings maintained by the District), and posted signs at the entrances of the CBCDD. Materials distributed to the members of the Board in advance of or at the meeting are also 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 7:00 p.m.

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

Daniel Dean	John Hall
Ronald Gallucci	Tony Spavento
Tina Hagen	

Also present were for the District Engineer Robert Cole, District Attorney Michael Pawelczyk, District Manager Leigh Hoffman and Assistant District Manager Millie Otero.

Ten 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.

Michael Pawelczyk administered the Oath of Office to Tina Hagen and Tony Spavento. Supervisor Spavento was appointed by the Board as the Chairman until the Election of Officers took place.

Third Item of Business: Approval of Minutes

Supervisor Dean moved to approve the minutes for the Regular Board meeting held on October 9, 2008. Supervisor Hall seconded the motion. In a voice vote the motion was unanimously approved.

The Board moved the presentations up on the agenda to accommodate Mr. Chris Kemper who would be returning to Sarasota that evening.

Fourth Item of Business: Presentations

Mr. Chris Kemper from Envera Services started his presentation with the assistance of a visual aid to illustrate the following:

- a. How the company was founded;
- b. System advancement due to technology;
- c. How the placement of cameras and two-way voice work;
- d. How to list guests into the system?
- e. How owners manage listing permanent guests and temporary guests securely online;
- f. The system would hold up to 10 phone numbers to contact homeowner;
- g. A description of how the gate kiosk operates;
- h. What the cameras capture upon a visitors arrival;
- i. How the license plates are captured;
- j. The tags of all vehicles that approach the gates would be checked;
- k. A sample gate transaction;
- l. Asset protection system.

Chris Kemper informed the Board that all surveillance and gate transactions are recorded and archived for 30 days. He also stated that that Envera would follow the Boards directive to handle all transactions.

Supervisor Dean informed the Board that as agreed on November 7, 2008 Supervisor Hagen him and visited Envera System headquarters and two communities that had in operation the Envera System. He proceeded to present the following information:

- 1- Receiver allows for other types of transmitters to be used at the gates;
- 2- The gate arms are stronger;
- 3- Recording equipment is near the gate encased and bollards would protect them;
- 4- The equipment at pool facilities would consist of motion detectors, cameras and speakers;
- 5- Recordings take place 24 hours a day.

Supervisor Dean stated that the Internet based access control system is a one-time expense that represents the one greatest aspect of the system. Supervisor Dean reviewed aerial pictures of the gates and facilities where the system would be installed.

Supervisor Hagen distributed copies to the Board of a financial cost analysis for this project. She explained the four service options and the cost Associated with each option. The option recommended by Envera Systems for the District is option 4. Supervisor Hagen reviewed the cost components for this project by using option 4. She presented the effects that option 4 would have on the budget, based on 9 months for the 2008-09 budget and the impact on a full year budget. Tina Hagen explained that with funds from reserves the system could be installed without having to special assess the community.

Supervisor Dean asked Mr. Kemper to explain the maintenance program offered by Envera Systems. The discussion was paused to allow the audience comments.

Fifth Item of Business: Audience Comments:

- a. What is being done about the overnight parking of vehicles on the street?
- b. Why is the city not assisting with the parking problem?
- c. Owner wanted to complement the landscaping company for doing a good job.
- d. Owner expressed appreciation for the maintenance work done by the CHI staff.
- e. Owner requested information on the completion date for Peninsula Park.
- f. Is it a conflict for a contractor to have a friendship with a contractor that services the District?
- g. Owner presented a written request for contracts and payments related to the Peninsula Park restroom building restoration.

Sixth Item of Business: Supervisor's Comments

- a. The Board members expressed agreement with the complements to the CHI staff and to the landscaping company for their work in the District.
- b. Information was requested on tagging and towing program.
Leigh Hoffman responded that he had worked on identifying vehicles ownership with tags. He added that then letters were sent to the owners advising them of the no overnight street parking in the community. Mr. Hoffman reported that J a J towing had been secured to conduct the overnight towing. He stated that the contract with the vendor would be executed shortly. Supervisor Dean stated that he had conversation with Michael Pawelczyk concerning the city considering the District a private versus a public facility. Michael Pawelczyk stated that he had conversed with the City Attorney on working together to correct the misconception the city departments have of the District.
- c. Supervisor Hagen stated that her friendship with Richard Noon had no bearing on the contracts he was awarded. Supervisor Hagen asked Michael Pawelczyk if the friendship represented a conflict. Mr. Pawelczyk stated that conflict occurs when someone stands to gain or loose financially.

Seventh Item of Business: Election of Officers

Supervisor Dean moved to nominate Supervisor Spavento for the position of Chairman. Tina Hagen seconded the motion. In a voice vote the motion was unanimously approved.

Supervisor Hall moved to nominate Supervisor Dean for the position of Vice Chairman. Supervisor Gallucci seconded the motion. In a voice vote the motion was unanimously approved.

Supervisor Hall moved to nominate Supervisor Tina Hagen for the position of Treasurer. Supervisor Dean seconded the motion. In a voice vote the motion was unanimously approved.

Supervisor Dean moved to appoint Leigh Hoffman as secretary and Supervisors Hall, Hagen, Gallucci and Assistant District Manager Millie Otero as Assistant Secretaries. Supervisor Hall seconded the motion. In a voice vote the motion was unanimously approved.

Chairman Spavento requested a recess at 9:37 p.m.

The meeting was reconvened at 9:48 p.m.

The Presentation of Envera Systems was resumed.

Supervisor Dean asked Chris Kemper explain to the Board what was covered in the maintenance agreement. Mr. Kemper explained that the service and maintenance plan offered the following:

- a. Once a year on site maintenance to equipment;
- b. Repair and replacement of equipment;
- c. Six hours emergency response;
- d. 15% discount for purchases of equipment over \$1,000;
- e. Lifetime customer support.

Chairman Spavento asked Mr. Kemper what would be the longest distance between a DVR and camera. Chris Kemper responded that they do not go over 300 feet of distance the DVRs and the cameras. Supervisor Hall asked if the system would use a different type of transponder than the ones currently in use. Mr. Kemper explained that the system would work with the current transponders as well with other types of transponders available in the market. Tina Hagen asked Millie Otero how many transponders were on hand. Ms. Otero responded that there were approximately 80 transponders available.

Supervisor Dean asked Michael Pawelczyk what would be next step in the process to acquire the Envera system. Mr. Pawelczyk stated that if Envera's system were proprietary the District would not be required to bid. Michael Pawelczyk recommended the Board to appoint a member to negotiate a contract with Envera Systems.

Dean moved to show intent and proceed to commence negotiations with Envera Systems for the installation of surveillance and gate system for the District. Supervisor Hagen seconded the motion. In a voice vote the motion was unanimously approved.

Supervisor Hagen moved to appoint Supervisor Dean to start the negotiation process with Envera Systems. Supervisor Hall seconded the motion. In a voice vote the motion was unanimously approved.

Chris Kemper agreed to supply Michael Pawelczyk with a copy of the blank Envera Systems contract for review.

Eighth Item of Business: District Engineer's Report

Robert Cole reviewed the status report dated October 8, 2008 sent to the Board in advance of the meeting and, commented on, among other items, the following matters:

- a. Peninsula Park – Mr. Cole reported that the railing for the Peninsula Park building was

installed and a portion did not fit correctly therefore it was removed and sent back to the supplier for repair. Richard moon informed the Board that the pool work should be completed by the next Board meeting

b. Shoreline Restoration – Robert Cole informed the Board that the plans for the project were completed but remained on hold until approval from FEMA was granted. Supervisor Hagen stated that she spoke to the Florida Public Assistance Coordinator and was informed that it seemed that the shoreline project was approved an additional \$112,000 and a possible approval of \$99,000 for the replacement of the clubhouse and Peninsula Park docks. The Board directed the District Engineer to complete bid package and publish the Request for Proposal.

Chairman Spavento asked Robert Cole how could the District request a traffic light at entrance. Mr. Cole explained that increased traffic flow would be needed in order to warrant a traffic light.

Ninth Item of Business: District Attorney's Report

Michael Pawelczyk informed the Board did not have any matters to report.

The Board discussed the status of the Islamorada lots that continue to block the lake maintenance easement. Michael Pawelczyk requested from District Management to forward all documents related to this issue for his review.

Tenth Item of Business: Approval of Invoices

After discussion Supervisor Hagen moved to approve the checks listed in the Checking Account Transaction Register and the Supplemental Register. Supervisor Hall seconded the motion. In a voice vote, the motion was approved. (Motion-passed Gallucci-yes, Dean-yes, Hagen-yes, Hall-yes and Spavento-no)

Eleventh Item of Business: Treasurer's Report

Supervisor Hagen informed the Board there were no items to report.

Twelfth Item of Business: District Manager's Report

- a. Vic's General Services – Ms. Otero informed the Board that the payment for the fence at the Fay's Cove pool and the two gates at the clubhouse was held. She reported that the vendor was informed that the work was not acceptable and had to be corrected.
- b. Broward Beautiful Grant – Millie Otero reported that Mrs. Sandra McCormick called the county and they advised her that the Notices to Proceed for the grant had not been issued. Ms. Otero stated that she was informed by Mrs. McCormick that the project could not start until the Notice to Proceed was received.
- c. RFP for Audit Services – Millie Otero informed the Board that the Request for

Proposal was published on November 15, 2008. She added that the proposals are due at the District Management's office on December 8, 2008.

Chairman Spavento asked Ms. Otero if an electrician had tested the electric work done by CHI. Ms. Otero responded that the motion made at the prior meeting concerning testing the electrical work had been withdrawn and Management had been directed to create an RPF for maintenance services. Chairman Spavento stated that he recalled that the motion was approved. He requested for the recording of the meeting to be reviewed for clarification.

Thirteenth Item of Business: Old Business

After discussion the Board directed Management to prepare a Request for Proposal for the replacement of the docks at the clubhouse and at Peninsula Park.

Supervisor Hagen moved to put publish the Request for Proposal for the replacement of the docks at the clubhouse and at Peninsula Park including the inspection and certification of the pilings. Supervisor Dean seconded the motion. In a voice vote the motion was unanimously approved.

Supervisor Dean stated that with the updates to the District's website he could provide an e-mail address for each Board member. Supervisor Hagen suggested placing a picture of the Supervisors on the contact page. Supervisor Dean stated that he would bring a camera in and take the pictures at the next meeting.

Supervisor Dean inquired if Broward Beautiful required the work to go out to bid. Millie Otero was not aware if bidding the project was a requirement for the grant. The Board directed management to review the grant package, and if bids are required to start the process for compliance.

Robert Cole was excused at approximately 11:47 p.m.

Fourteenth Item of Business: New Business

Supervisor Dean presented to the Board a request from Indian Key to install holiday decorations at the entrance to the village.

After discussion Supervisor Hall moved to approve Indian Key's request to install holiday light at the entrance to the village. Supervisor Hagen seconded he motion. In a voice vote the motion was unanimously approved.

Purchase of projector - Supervisor Dean requests the Board to approve the purchase of a multimedia projector of approximately \$550.00.

Supervisor Hagen moved to approve the purchase of a projector and a screen not to exceed \$1,000. Supervisor Hall seconded the motion. In a voice vote the motion was unanimously approved.

District Management presented to the Board three quotes for pressure cleaning throughout the community.

After discussion Supervisor Hagen moved to accept lower quote pending proof of insurance. Supervisor Hall seconded the motion. In a voice vote the motion was unanimously approved.

District Management presented to the Board three quotes for the resurfacing of the pool at the clubhouse.

After discussion Supervisor Hagen moved to approve the quote submitted by Swimming Pools by Ike. Supervisor Hall seconded the motion. In a voice vote the motion was unanimously approved.

Supervisor Hagen informed the Board of a prior conversation she had with Leigh Hoffman concerning the Administrative fees from FEMA. Supervisor Hagen explained that she had done most of the work related to the projects. Her recommendation was two-thirds (2/3) of the funds to the District and one-third (1/3) to District Management. There were no objections to Supervisor Hagen's proposal.

Chairman Spavento distributed copies of an e-mailed received from David Ball of CHI. He requested for CHI to be an item on the agenda for the next meeting.

Fifteenth Item of Business: Adjournment

Supervisor Hall moved to adjourn the meeting. Supervisor Hagen seconded the motion. In a voice vote, the motion was unanimously approved. The meeting was adjourned at 12:26 a.m.