



Coral Bay
Community Development District

www.coralbaycdd.com

Tony Spavento, Chairman

John Hall, Vice Chairman

Tina Hagen, Treasurer

Ronald Gallucci, Assistant Secretary

George Mizusawa, Assistant Secretary

September 14, 2023



Coral Bay

Community Development District

Agenda

Seat 2: Tony Spavento – (C.)	
Seat 4: John Hall – (V. C.)	
Seat 1: Tina Hagen – (Treasurer)	
Seat 5: George Mizusawa – (A.S.)	
Seat 3: Ron Gallucci – (A.S.)	

Thursday
September 14, 2023
7:00p.m.

Coral Bay Recreation Center
3101 South Bay Drive, Margate, FL 33063
<https://us02web.zoom.us/j/89617331237>
1-305-224-1968 or 1-646-931-3860
Meeting ID: 896 1733 1237

1. Roll Call and Pledge of Allegiance
2. Presentations/Reports
 - A. IGM – Jeacky Charles
 - 1) Landscape Quality Assessment – **Page 4**
 - 2) Community Landscape Subdivision Monuments – Proposal to Install New Plant Material
 - a. Proposal to be Provided at October Board meeting as Motioned by Board at August Board Meeting
 - 3) Update on Dennis Baldis Memorial Garden
 - a. Bench Samples to be Provided at October Board Meeting per August Board Meeting Direction
 - B. Engineer
 - 1) Engineer’s Report – **Page 5**
 - 2) Consideration of Proposal for Coral Bay Docks Evaluation with Lakdas/Yohalem Engineering, Inc. – **Page 7**
 - C. Treasurer
 - 1) Approval of Check Run Summary and Invoices – **Page 8**
 - 2) Combined Balance Sheet, Statement of Revenues and Expenditures – **Page 14**
 - D. Field Manager
 - 1) Monthly Report – **Page 23**
 - 2) Consideration of Proposals for Peninsula Park Pool Remodel
 - a. Shamrock Pool Services, Inc. – **Page 31**
 - b. Sun Blue Pool Services – **Page 34**
 - c. Pool Boy Plastering, Inc. - **this item will be provided under separate cover as soon as it becomes available**
 - d. Coastline Pool Service – **Page 38**
 - e. English Worldwide Pools & Spa, Inc. – **Page 39**
3. Audience Comments/Supervisors Comments
4. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Treasurer
 - D. Field Manager

E. CDD Manager – Approval of the Minutes of the August 10, 2023 Meeting – **Page 40**

5. New Business

A. Consideration of **Resolution #2023-08** Establishing an Electronic Signature Policy – **Page 61**

B. Consideration of **Resolution #2023-09** Adoption of Records Retention Policy – **Page 64**

C. Discussion of Email from Islamorada Resident Regarding Vehicles and Motorcycle Speeding on West Buena Vista Drive – John Hall – **Page 68**

D. Discussion and Consideration of Proposal for Clubhouse Carpet Replacement with MacDonald's Flooring – **Page 69**

6. Old Business

A. Discussion of Setting District/Facilities Rules Public Meeting

B. Discussion of Email from John Hall of “Why can't we get things done?” – **Page 70**

C. Update on Perimeter Wall Tree Removal Project Letter

7. Adjournment

If any person decides to appeal any decision made with respect to any matter considered at these meetings such person will need a record of the proceedings and such person will need to ensure that a verbatim record of the proceedings is made at his or her own expense and which records include the testimony and evidence on which the appeal is based. In accordance with the provisions of the Americans with Disabilities Act, any person requiring special accommodations or an interpreter to participate at any of these meetings should contact the District Manager at (954) 721-8681 at least seven (7) days prior to the date of the particular meeting. Meetings are open to the public and may be continued to a time, date and place certain. For more information regarding this CDD please visit the website: <http://coralbaycdd.com>

CORAL BAY CDD

Landscape Quality Assessment

Date: Friday, August 18, 2023
Next Inspection Date: August 24, 2023
Client Attendees: Juliana Duque- Patrick Burgess
IGM Attendees: N/A

LANDSCAPE MAINTENANCE ITEMS

Remove weeds and vines from island hedges throughout the community.
Remove weeds from rocks.
Remove weeds from Oyster plant (also known as Boat Lily - Moses in the cradle)
Remove suckers or low branches from trees throughout the community.
Remove the trash at the kids' playground parking lot and main entrances.
Edging in all areas needs to be improved.
There are many areas with most weeds and no grass.
Add grass to the fire hydrant area. See other areas.
Oyster Plant is full of vines.
We are missing Fakahatchee grass in beds.
Perimeter fence- Landscape is not being maintained.
Fill the beds with plant material throughout the community. Look at each case.
Remove brown fronds throughout the property.
Debris from leaves is getting into the drain system.
Treat Gumbo Limbo trees, Geiger trees, and cocoplum hedges throughout the property.
Discuss the location of the rocks.
Discuss Dennis' Memorial – Plant material- Irrigation.
Discuss lake bank maintenance.
Vine (Giant Golden Pothos) encroaching on CDD wall.
Discuss HOA primary entrance plant material.





ISO 9001:2015 CERTIFIED

ENGINEERS • PLANNERS • SCIENTISTS • CONSTRUCTION MANAGERS

1425 W Cypress Creek Road, Suite 101 • Fort Lauderdale, FL 33309 • Phone 954-776-1616

Engineer's Report

Prepared by Jonathan Geiger, E.I.T., ENV SP on September 7th, 2023

**For the Coral Bay Community Development District Board Meeting
September 14th, 2023**

Projects in Construction:

None at this time.

District Permit Reviews:

None at this time.

Other Considerations:

N Bay Dr & Indian Key Blvd – Traffic Calming Solutions

- KCI has reviewed the proposed solution to narrow the pavement by extending both the landscape median to the west and concrete median to the east
 - Ideally the best solution to look into and prepare an exhibit for per KCI Traffic Engineer
- KCI has contacted the City of Margate Engineering Department regarding proposed solution for the intersection
 - City of Margate Engineering does not have set standards for turning radius or minimum width between medians for intersection opening
 - City of Margate Engineering Department asked for formal plans to be submitted for review per their standard permitting process
 - City Engineering wants to see a turning analysis of the intersection prior to plans be finalized and submitted
 - Turning analysis should show a fire truck/large truck being able to make the left turn onto Indian Key Blvd from N. Bay Dr as well as the left turn onto N. Bay Dr from India Key Blvd
- KCI can prepare an exhibit for Board review and approval prior to commencement of a formal plan set if authorized (proposal for formal plan preparation to be submitted with exhibit)
- Will require a current survey of the intersection for formal plan set preparation and permit submittal to the City Engineering Department
- KCI can provide a proposal for Survey, Engineering Design, Bid/Permitting Assistance, and Construction Administration for the project at the next Board meeting
 - Exhibit of proposed improvements with turning analysis to be submitted at the next Board meeting if authorized for Board review, comment, and approval

Old Business:

Residential Docks Resolution, Rules, and Specifications

- Provided in the Amended Facilities Rules attached to the June agenda for Board review and discussion.

Lake Bank/Shoreline Restoration Resolution

- Provided in the Amended Facilities Rules & Permit Criteria Manual attached to the June agenda for Board review and discussion.

CDD Docks:

- No new proposals or information to be provide since original proposal for inspection (Lakdas / Yohalem Engineering) and proposal for rebuild/refurbishment (Anzco, ATZ, Odyssey) were provided
- KCI has reached out to Lakdas / Yohalem Engineering, Inc. to receive a proposal for a Structural Engineering Inspection Report for the CDD owned docks at the main Clubhouse and Peninsula Park.
 - **Price has been lowered to \$8,000 for both Structures (\$4,000 per location)**
- KCI has reached out to SRI Srithran (S&F Engineering, Inc)
 - No response to emails and no response back via phone calls to office
- KCI has reached out to BCC Engineering (Cory Salzano) per contact information provided
 - BCC Engineering does not handle small projects or projects of this scope and nature
 - They provided KCI with five (5) additional Firms to contact regarding project
- Additional Firms to be reach out to/await response for structural inspection services requested
 - Engineering Express – Frank@EngineeringExpress.com – 954.354.0660
 - Hillman Engineering – 954.975.9008
 - Biagi and Associates Engineering, LLC – 954.776.8004
 - Axiom Structures (Troy Bishop) – 954.947.0880
 - Apex Precision Engineering – Gabor Nagy – gabnagy19@gmail.com – 964-790-9741
- KCI is assisting GMS with Contractor proposals to refurbish/repair the existing docks, rebuild the docks with wood/composite material, or rebuild the docks with concrete per the Board's direction.



June 1, 2023

Revised 08-29-23

Mr. Jonathan Geiger, E.I.T., ENV SP
Design Engineer
KCI Technologies, Inc.
1425 W Cypress Creek Road, Suite 101
Fort Lauderdale, FL 33309

RE: Coral Bay Docks Evaluation

Dear Mr. Geiger,

With reference to our email dated 05-31-23, Lakdas/Yohalem Engineering Inc. (LYE) would be pleased to provide structural engineering services for the above-referenced project.

The dock structure is approximately 1100ft², with an octagonal dock area attached to the dock and extended into the grade area. Both structures are against the existing seawall structure.

LYE Services Include the Following:

1. Review Existing Documents
2. Onsite Evaluation Above and Below Water
3. Compile a Brief Report with Layout Drawings, Pictures, Our Findings, Analysis, Comments, and Recommendations

Our fee for the structural condition survey with the report would be \$4,000 for each dock totaling \$8,000.

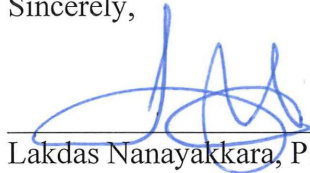
This proposal **does not include** detailed drawings or material construction specifications for the corrective work.

We estimate it will take a total of 4 weeks to complete the project.

All invoices are to be paid within 30 days.

Please sign and return this proposal so that we can schedule the work.

Sincerely,



Lakdas Nanayakkara, P.E. #37590

Accepted By: Jonathan Geiger

Date

- 2211 N.E. 54th Street, Ft. Lauderdale, FL 33308 – (954) 771-0630 – Fax (954) 771-0519
 - 580 Village Blvd. Suite 325 West Palm Beach, FL 33409
 - 16250 NW 59 Ave, #207A, Miami Lakes, FL 33014
- Lye@lyengineering.com

CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT

Summary of Invoices
September 14, 2023

Fund	Date	Check No.'s	Amount
<i>Payroll</i>	8/10/23	50809-50813	\$ 923.50
<i>General</i>	8/16/23	20034-20039	\$ 21,631.31
<i>General</i>	8/24/23	20040	\$ 27,865.00
<i>General</i>	8/31/23	20041-20044	\$ 332.02
<i>General</i>	9/14/23	20045-20056	\$ 66,375.45
Total Invoices for Approval			\$ 117,127.28

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/16/23	00202	7/20/23	23-031	202307	320	53800	46623			*	7,286.40		
			SVCS-07/23										
		7/20/23	23-032	202307	320	53800	46623			*	1,507.00		
			SVCS-07/23										
		7/20/23	23-033	202307	320	53800	46623			*	858.00		
			SVCS-07/23										
ANZCO INC												9,651.40	020034
8/16/23	00110	8/16/23	08162023	202308	300	20700	10000			*	5,643.41		
			TXFER OF TAX RECEIPTS										
CORAL BAY CDD												5,643.41	020035
8/16/23	00086	7/13/23	136600	202307	320	53800	46504			*	1,921.50		
			SUPPLIES										
FIRST SIGN CORP.												1,921.50	020036
8/16/23	00214	8/09/23	3676	202308	320	53800	46408			*	2,560.00		
			REPAIRS-08/23										
LEAK AND SUBSURFACE LOCATORS, LLC												2,560.00	020037
8/16/23	00236	7/25/23	PB5854	202307	320	53800	46507			*	1,730.00		
			SUPPLIES										
LIGHTWORKS INC												1,730.00	020038
8/16/23	00206	6/07/23	2023-026	202306	320	53800	46408			*	125.00		
			BACKFLOW SVCS-06/23										
1A BACKFLOW & SERVICES LLC												125.00	020039
8/24/23	00202	7/20/23	023-030	202307	320	53800	46623			*	250.00		
			PERMIT FEES										
		7/20/23	2214	202307	320	53800	46623			*	27,615.00		
			LIGHTNING PROTECTION										
ANZCO INC												27,865.00	020040
8/31/23	00173	8/02/23	085906	0	202308	320	53800	41000		*	109.90		
			08/23 SVCS										
COMCAST - AUTO PAY												109.90	020041
8/31/23	00174	8/03/23	086078	0	202308	320	53800	41000		*	104.90		
			08/23 SVCS										
COMCAST - AUTO PAY												104.90	020042
8/31/23	00175	7/22/23	084602	0	202308	320	53800	41000		*	104.90		
			08/23 SVCS										
COMCAST - AUTO PAY												104.90	020043

CBAY **CORAL BAY** JWASSERMAN

CHECK DATE	VEND#	INVOICE DATE	INVOICE	EXPENSED TO YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	CHECK AMOUNT	CHECK #
8/31/23	00176	7/22/23	084966	0	202308	320-53800	41000			*	12.32		
			08/23	SVCS					COMCAST - AUTO PAY			12.32	020044
9/14/23	00009	7/31/23	182286		202307	310-51300	31500			*	5,165.00		
			SVCS-07/23						BILLING, COCHRAN, LYLES, MAURO &			5,165.00	020045
9/14/23	00012	7/28/23	23073121		202307	320-53800	34502			*	988.00		
			SVCS-07/14-07/26/23										
		8/11/23	23081605		202308	320-53800	34502			*	825.00		
			SVCS-07/28-08/08/23										
		8/25/23	23083015		202308	320-53800	34502			*	231.00		
			SVCS-08/21/23										
		8/25/23	23083016		202308	320-53800	34502			*	1,210.00		
			SVCS-08/12-08/25/23						CITY OF MARGATE-POLICE DEPARTMENT			3,254.00	020046
9/14/23	00013	8/23/23	230058-0		202308	320-53800	43100			*	221.46		
			SVCS-08/23										
		8/23/23	230060-0		202308	320-53800	43100			*	1,284.06		
			SVCS-08/23										
		8/23/23	230064-0		202308	320-53800	43100			*	318.06		
			SVCS-08/23										
		8/23/23	239260-0		202308	320-53800	43100			*	87.58		
			SVCS-08/23						CITY OF MARGATE-UTILITIES			1,911.16	020047
9/14/23	00197	8/07/23	9959		202308	320-53800	46507			*	2,619.42		
			SVCS-07/17&08/10/23										
		8/30/23	9970		202308	320-53800	46507			*	695.36		
			SVCS-08/14/23						EAGLE GROUP, INC			3,314.78	020048
9/14/23	00032	8/31/23	4213		202309	320-53800	46418			*	2,440.00		
			SVCS-09/23										
		8/31/23	4213		202309	320-53800	46408			*	485.00		
			SVCS-09/23						EAST RIVER POOLS AND SPAS, INC.			2,925.00	020049
9/14/23	00053	8/29/23	82391519		202308	310-51300	42000			*	37.93		
			DELIVERIES THRU 08/18/23										
									FEDEX			37.93	020050
9/14/23	00086	5/17/23	136590		202305	320-53800	46504			*	389.30		
			SIGNS										

CBAY **CORAL BAY** JWASSERMAN

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
		5/17/23	136591	202305 320-53800-46504	*	855.00	
			SIGNS				
		5/18/23	136607	202305 320-53800-46504	*	130.00	
			SIGNS				
FIRST SIGN CORP.							1,374.30 020051
9/14/23	00020	8/23/23	082023	202308 320-53800-43000	*	8,725.52	
			SVCS-08/23				
FPL							8,725.52 020052
9/14/23	00001	9/01/23	350	202309 310-51300-34000	*	5,935.67	
			MGMT FEES-09/23				
		9/01/23	350	202309 310-51300-35100	*	83.33	
			COMPUTER TIME				
		9/01/23	350	202309 310-51300-51000	*	20.90	
			OFFICE SUPPLIES				
		9/01/23	350	202309 310-51300-42000	*	333.95	
			POSTAGE AND DELIVERY				
		9/01/23	350	202309 310-51300-42500	*	226.90	
			COPIES				
		9/01/23	351	202309 320-53800-34000	*	1,957.17	
			FIELD SVCS-09/23				
		9/01/23	351	202309 310-51300-51000	*	133.74	
			AMAZON-CONFERENCE RM SPEA				
		9/01/23	351	202309 310-51300-51000	*	170.00	
			ENGINEERING SYSTEMS-KNOX				
		9/01/23	351	202309 310-51300-51000	*	1,385.35	
			OFFICE FURNITURE WAREHOUS				
		9/01/23	351	202309 310-51300-51000	*	69.54	
			BEST BUY-COMP ACC RETURN				
		9/01/23	351	202309 310-51300-51000	*	172.24	
			AMAZON-TRAIL CAMERAS/M-CA				
		9/01/23	351	202309 310-51300-51000	*	208.65	
			AMAZON-WIFI ROUTER				
GMS-SO FLORIDA, LLC							10,558.36 020053
9/14/23	00021	8/18/23	20875	202308 320-53800-46409	*	2,500.00	
			SVCS-08/23				
		9/01/23	21250	202309 320-53800-46202	*	23,792.00	
			MAINT-09/23				
INNOVATIVE GROUNDS MANAGEMENT, LLC							26,292.00 020054
9/14/23	00185	7/26/23	1336991	202307 320-53800-34501	*	100.00	
			SVCS-07/26/23				
SECURITY & FIRE SYSTEMS, INC.							100.00 020055

CBAY **CORAL BAY** JWASSERMAN

AP300R
*** CHECK NOS. 020034-020056

YEAR-TO-DATE ACCOUNTS PAYABLE PREPAID/COMPUTER CHECK REGISTER RUN 9/07/23
CORAL BAY CDD - GF
BANK C GENERAL FUND - WELLS

PAGE 4

CHECK DATE	VEND#INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNTCHECK..... AMOUNT #
9/14/23	00196	9/01/23 PSI00983	202309 320-53800-46407	SOLITUDE LAKE MANAGEMENT	*	2,717.40	
							2,717.40 020056

TOTAL FOR BANK C						116,203.78	
TOTAL FOR REGISTER						116,203.78	

CBAY **CORAL BAY** JWASSERMAN

**CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT**

Special Assessment Receipts
Fiscal Year 2023

ASSESSMENTS - TAX COLLECTOR							\$1,457,642.75	\$97,866.68	\$1,555,509.43
							.36300.10000	.36300.10000	
							93.71%	6.29%	100.00%
DATE	DESCRIPTION	GROSS AMOUNT	DISCOUNTS/PENALTIES	COMMISSIONS	INTEREST	NET RECEIPTS	O&M Portion	DSF Portion	Total
11/23/22	11/1/22-11/15/22	\$130,090.28	\$5,315.49	\$1,247.75	\$0.00	\$123,527.04	\$115,755.19	\$7,771.85	\$123,527.04
12/9/22	11/1/22-11/30/22	\$1,167,486.63	\$46,680.84	\$11,208.06	\$0.00	\$1,109,597.73	\$1,039,786.10	\$69,811.63	\$1,109,597.73
12/16/22	12/1/22-12/9/22	\$122,251.73	\$4,752.19	\$1,174.99	\$0.00	\$116,324.55	\$109,005.86	\$7,318.69	\$116,324.55
12/28/22	12/10/22-12/20/22	\$13,817.91	\$445.76	\$133.72	\$0.00	\$13,238.43	\$12,405.52	\$832.91	\$13,238.43
1/13/23	12/1/22-12/31/22	\$17,360.57	\$520.83	\$168.40	\$0.00	\$16,671.34	\$15,622.44	\$1,048.90	\$16,671.34
1/26/23	INTEREST	\$0.00	\$0.00	\$0.00	\$620.13	\$620.13	\$581.11	\$39.02	\$620.13
2/15/23	1/1/23-1/31/23	\$15,841.08	\$339.66	\$155.01	\$0.00	\$15,346.41	\$14,380.87	\$965.54	\$15,346.41
3/15/23	2/1/23-2/28/23	\$11,231.46	\$109.20	\$111.23	\$0.00	\$11,011.03	\$10,318.26	\$692.77	\$11,011.03
4/14/23	3/1/23-3/31/23	\$37,253.06	\$15.60	\$372.37	\$0.00	\$36,865.09	\$34,545.68	\$2,319.41	\$36,865.09
4/25/23	INTEREST	\$0.00	\$0.00	\$0.00	\$582.35	\$582.35	\$545.71	\$36.64	\$582.35
5/12/23	4/1/23-4/30/23	\$5,550.86	\$0.00	\$57.05	\$153.92	\$5,647.73	\$5,292.40	\$355.33	\$5,647.73
6/15/23	5/1/23-5/30/23	\$9,662.81	\$0.00	\$99.53	\$289.87	\$9,853.15	\$9,233.23	\$619.92	\$9,853.15
7/14/23	6/1/23-6/30/23	\$24,963.04	\$0.00	\$257.12	\$748.90	\$25,454.82	\$23,853.30	\$1,601.52	\$25,454.82
7/25/23	INTEREST	\$0.00	\$0.00	\$0.00	\$283.66	\$283.66	\$265.81	\$17.85	\$283.66
TOTAL		\$1,555,509.43	\$58,179.57	\$14,985.23	\$2,678.83	\$1,485,023.46	\$1,391,591.49	\$93,431.97	\$1,485,023.46

Assessed on Roll:

	GROSS AMOUNT ASSESSED	PERCENTAGE	ASSESSMENTS COLLECTED	ASSESSMENTS TRANSFERRED	ASSESSMENTS TRANSFERRED	AMOUNT TO BE TFR.
O & M	\$1,457,642.75	93.7084%	\$1,391,591.49	(\$1,391,591.49)	(\$1,391,591.49)	\$0.00
2012 DEBT SERVICE	\$97,866.68	6.2916%	\$93,431.97	(\$93,431.97)	(\$93,431.97)	\$0.00
TOTAL	\$1,555,509.43	100.00%	\$1,485,023.46	(\$1,485,023.46)	(\$1,485,023.46)	\$0.00

TRANSFERS TO DEBT SERVICE:		
DATE	CHECK #	AMOUNT
1/12/23	14833	\$84,902.19
3/9/23	14884	\$2,886.37
8/16/23	20035	\$5,643.41
TOTAL		\$93,431.97
Amount due:		\$0.00

100.00% Gross Collected
\$0 Gross Balance

CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT
COMBINED BALANCE SHEET
August 31, 2023

	Major Funds		Total Governmental Funds
	General Fund	Debt Service Fund	
ASSETS:			
Cash	\$469,620	\$0	\$469,620
Investments:			
Investment - BOA Savings	\$82,556	---	\$82,556
Investment - State Board	\$206,388	---	\$206,388
SERIES 2012 BONDS			
Investment - 2012 Reserve	---	\$46,737	\$46,737
Investment - 2012 Revenue	---	\$41,666	\$41,666
Investment - 2012 Interest	---	\$6	\$6
Investment - 2012 Principal	---	\$1,022	\$1,022
Electric Deposits	\$218	---	\$218
Prepaid Expenses	\$7,052	---	\$7,052
Total Assets	\$765,834	\$89,431	\$855,265
LIABILITIES:			
Accounts Payable	\$41,497	---	\$41,497
Deposits - Dock	\$460	---	\$460
Total Liabilities	\$41,957	\$0	\$41,957
FUND BALANCES:			
Nonspendable:			
Deposits and prepaid items	\$7,270	---	\$7,270
Restricted for:			
Debt Service	---	\$89,431	\$89,431
Assigned to:			
Capital Reserve ⁽¹⁾	\$20,500	---	\$20,500
Unassigned	\$696,107	---	\$696,107
Total Fund Balances	\$723,877	\$89,431	\$813,308
TOTAL LIABILITIES & FUND BALANCES	\$765,834	\$89,431	\$855,265

⁽¹⁾ Refer to Page 9 for Capital Reserve Schedule.

CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Period Ended August 31, 2023

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 08/31/23	ACTUAL THRU 08/31/23	ACTUAL VARIANCE	PROJECTED NEXT 1 MONTH	FY 2023 TOTAL PROJECTED	PROJECTED VARIANCE
REVENUES:							
Maintenance Assessments - Levy	\$1,402,125	\$1,402,125	\$1,405,633	\$3,508	\$0	\$1,405,633	\$3,508
Interest Income	\$250	\$229	\$11,193	\$10,964	\$950	\$12,143	\$11,893
Gate Damage Proceeds	\$0	\$0	\$4,989	\$4,989	\$0	\$4,989	\$4,989
Toscana Contributions	\$2,500	\$2,500	\$3,859	\$1,359	\$0	\$3,859	\$1,359
Miscellaneous Income	\$0	\$0	\$811	\$811	\$0	\$811	\$811
Transponders/Stickers	\$2,000	\$1,833	\$7,052	\$5,219	\$641	\$7,693	\$0
TOTAL REVENUES	\$1,406,875	\$1,406,688	\$1,433,537	\$26,850	\$1,591	\$1,435,128	\$22,560
EXPENDITURES:							
ADMINISTRATIVE:							
Supervisors Fees	\$12,000	\$11,000	\$10,800	\$200	\$1,000	\$11,800	\$200
FICA Expense	\$918	\$842	\$826	\$16	\$77	\$903	\$16
Attorney's Fees	\$30,000	\$27,500	\$45,335	(\$17,835)	\$5,000	\$50,335	(\$20,335)
Engineering Fees	\$30,000	\$27,500	\$24,085	\$3,415	\$2,190	\$26,275	\$3,725
Annual Audit	\$3,700	\$3,700	\$3,700	\$0	\$0	\$3,700	\$0
Trustee Fees	\$3,500	\$3,500	\$3,500	\$0	\$0	\$3,500	\$0
Management Services	\$71,228	\$65,292	\$65,292	\$0	\$5,936	\$71,228	\$0
Computer Time	\$1,000	\$917	\$917	(\$83)	\$83	\$1,000	\$0
Commissions/Tax Collector	\$16,927	\$31,033	\$16,036	\$14,997	\$0	\$16,036	\$891
Postage and Delivery	\$1,200	\$1,100	\$1,905	(\$805)	\$100	\$2,005	(\$805)
Printing and Binding	\$2,000	\$1,833	\$2,482	(\$649)	\$167	\$2,649	(\$649)
Insurance	\$62,387	\$65,362	\$65,362	\$0	\$0	\$65,362	(\$2,975)
Legal Advertising & Other	\$2,000	\$1,833	\$2,118	(\$285)	\$167	\$2,285	(\$285)
Office Supplies	\$500	\$458	\$962	(\$504)	\$42	\$1,004	(\$504)
Dues, Licenses, Subscriptions	\$1,200	\$1,100	\$175	\$925	\$0	\$175	\$1,025
TOTAL ADMINISTRATIVE	\$238,560	\$242,970	\$243,495	(\$525)	\$14,760	\$258,255	(\$19,695)
FIELD:							
Field Management Fees	\$23,486	\$21,529	\$21,529	(\$0)	\$1,957	\$23,486	(\$0)
Contractual-Security	\$158,929	\$145,685	\$143,688	\$1,997	\$7,563	\$151,251	\$7,677
Security Patrols	\$37,000	\$33,917	\$26,301	\$7,616	\$4,782	\$31,083	\$5,917
Parking Enforcement	\$8,000	\$7,333	\$7,000	\$333	\$700	\$7,700	\$300
Fire and Security System Monitoring	\$500	\$458	\$520	(\$62)	\$0	\$520	(\$20)
Telephone	\$25,000	\$22,917	\$21,061	\$1,856	\$998	\$22,059	\$2,941
Water & Sewer	\$13,000	\$11,917	\$12,025	(\$108)	\$2,167	\$14,192	(\$1,192)
Electric	\$83,000	\$76,083	\$92,197	(\$16,114)	\$6,917	\$99,114	(\$16,114)
Pest Control	\$3,500	\$3,208	\$2,465	\$743	\$470	\$2,935	\$565
Community Maintenance	\$285,504	\$261,712	\$261,712	\$0	\$23,792	\$285,504	\$0
Other Maintenance	\$10,000	\$9,167	\$10,796	(\$1,629)	\$981	\$11,777	(\$1,777)
Irrigation Pumps Maintenance & Repair	\$10,000	\$9,167	\$27,855	(\$18,688)	\$833	\$28,688	(\$18,688)
Wall Maintenance & Repair	\$3,000	\$2,750	\$405	\$2,345	\$250	\$655	\$2,345
Park & Pool Maintenance/Repair	\$52,675	\$48,285	\$34,521	\$13,764	\$3,138	\$37,659	\$15,016
Pool Maintenance - Contract	\$29,325	\$26,881	\$26,840	\$41	\$2,440	\$29,280	\$45
Landscape Repairs & Improvements:	\$35,000	\$35,000	\$58,542	(\$23,542)	\$2,917	\$61,459	(\$26,459)
Pruning/Trimming/Clean Up/Tree Removals	---	---	\$40,214	---	---	---	---
Storm Cleanup	---	---	\$3,000	---	---	---	---
Mulch	---	---	\$5,770	---	---	---	---
Landscape Installation	---	---	\$9,558	---	---	---	---
Lake Maintenance/Repair	\$33,000	\$30,250	\$30,461	(\$211)	\$2,717	\$33,178	(\$178)
Fountain Maintenance/Repair	\$1,000	\$917	\$0	\$917	\$0	\$0	\$1,000
Drainage Maintenance	\$26,000	\$23,833	\$10,585	\$13,248	\$13,000	\$23,585	\$2,415
Road Maintenance/Repair	\$20,000	\$18,333	\$2,480	\$15,853	\$10,000	\$12,480	\$7,520
Sidewalk Maintenance/Repair	\$20,000	\$18,333	\$5,320	\$13,013	\$10,000	\$15,320	\$4,680
Sign Maintenance/Repair	\$3,000	\$3,000	\$9,724	(\$6,724)	\$0	\$9,724	(\$6,724)
Pressure Cleaning	\$36,000	\$33,000	\$31,350	\$1,650	\$3,000	\$34,350	\$1,650
Electrical Repair & Replacement	\$22,000	\$20,167	\$20,640	(\$473)	\$1,876	\$22,516	(\$516)
Holiday Decorations	\$38,880	\$18,717	\$18,717	\$0	\$0	\$18,717	\$20,163
Gate Repairs & Replacements:	\$35,000	\$32,083	\$23,785	\$8,298	\$5,833	\$29,618	\$5,382
Gate Repairs	---	---	\$4,900	---	---	---	---
Transponders	---	---	\$6,300	---	---	---	---
Envera - Contractual	---	---	\$12,585	---	---	---	---
Major Projects	\$120,000	\$110,000	\$91,093	\$18,907	\$28,907	\$120,000	\$0
Peninsula Park Lighthouse	---	---	\$39,975	---	---	---	---
Restoration from Car Incident in 2021	---	---	\$5,500	---	---	---	---
Healing Garden	---	---	\$13,538	---	---	---	---
Entrance Signs/Marquis	---	---	\$14,400	---	---	---	---
Clubhouse - Dock Extension	---	---	\$1,780	---	---	---	---
Pool Resurfacing - Clubhouse Pool	---	---	\$4,300	---	---	---	---
Pool Resurfacing - Peninsula Pool	---	---	\$6,100	---	---	---	---
Pool Resurfacing - Fay Cove Pool	---	---	\$5,500	---	---	---	---
Capital Projects (Fountain Pumps)	\$0	\$0	\$5,389	(\$5,389)	\$0	\$5,389	(\$5,389)
TOTAL FIELD	\$1,132,799	\$1,024,643	\$997,001	\$27,641	\$135,239	\$1,132,240	\$559
TOTAL EXPENDITURES	\$1,371,359	\$1,267,613	\$1,240,496	\$27,117	\$149,999	\$1,390,495	(\$19,136)
Excess (deficiency) of revenues over (under) expenditures	\$35,516	\$139,075	\$193,041	(\$267)	(\$148,408)	\$44,633	\$41,696
FUND BALANCE - Beginning	\$485,465		\$530,836			\$530,836	
FUND BALANCE - Ending	\$520,981		\$723,877			\$575,469	

CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT
Schedule of Approved Major Projects
FY 2022-FY2024

Project Description	ACTUALS THRU 9/30/23	TOTAL PROJECTED AT 9/30/2023	TOTAL PROJECT COST
<u>Non-Landscaping Projects</u>			
Gate/Security/Camera System Upgrades	\$0	\$0	\$153,449
North Bay Park - Addition of new Volleyball Court	\$0	\$0	\$24,000
North Bay Park - Additional Outdoor Equipment	\$0	\$0	\$20,000
North Bay Park - Addition of a Jogging/ Walking Path ¼ Mile	\$0	\$0	\$29,000
Parks - Additional Lighting (\$2,000 each solar light - 5 in total expected)	\$0	\$0	\$10,000
Clubhouse - New Lake Fountain	\$0	\$0	\$26,000
Clubhouse - Addition of Pool Heater	\$0	\$0	\$24,000
Clubhouse - Dock Extension	\$1,780	\$1,780	\$91,000
Fay's Cove Pool Area - Dock Replacement	\$0	\$0	\$100,000
Roads - Additional Speed Humps (\$5,000 each - 4 in total expected)	\$0	\$0	\$20,000
30th Street Entrance - Adding of a Gate Trap to eliminate tailgating	\$0	\$0	\$80,000
Pickleball Court (North Bay Park)	\$0	\$0	\$59,000
North Bay Park Tennis Courts Resurfacing	\$0	\$0	\$20,000
Clubhouse and Fay's Cove Pool Areas - Roof Replacement	\$0	\$0	\$50,000
Pool Resurfacing - Clubhouse Pool	\$4,300	\$4,300	\$24,000
Pool Resurfacing - Peninsula Pool	\$6,100	\$6,100	\$35,000
Pool Resurfacing - Fay Cove Pool	\$5,500	\$5,500	\$21,000
Paint Fencing Around Pools	\$0	\$0	\$7,000
Peninsula Park Lighthouse	\$39,975	\$45,624	\$45,624
<u>Landscaping Projects</u>			
Landscaping Proposal for Restoration from Car Incident in 2021	\$5,500	\$5,500	\$5,500
Landscaping Proposal for Healing Garden	\$13,538	\$13,538	\$13,538
Landscaping Proposal at Entrance Signs / Marquis	\$14,400	\$14,400	\$59,000
Projects reported under "Major Projects" Line Item	\$91,093	\$96,742	\$917,111
Additional projects reported separately:			
Sidewalk Maintenance/Repair	\$5,320	\$5,320	\$20,320
Total Major Projects FY 2022-FY2023	\$96,413	\$102,062	\$937,431

CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT
GENERAL FUND FORECAST COMMENTS
For the Period Ended August 31, 2023

REVENUES	PROJECTION METHOD	COMMENTS
Maintenance Assessments - Levy	Budget to Actual	Collections begin in November
Interest Income	Current Interest Earnings	Based on current interest rates
Toscana Contributions	Anticipated	Portion of Lake/Fountain Maintenance billed to Toscana.

ADMINISTRATIVE:

Supervisor's Fees	Budget to Actual	12 monthly meetings.
FICA Expense	Actual Spent	Based on all supervisors attending all scheduled meetings. Using 7.65% of gross salaries.
Attorney's Fees	Actual Spent	Invoice for August has not been received.
Engineering Fees	Budget to Actual	No Comments
Field Management Services	Straight Line Budget	No Comments
Annual Audit	Based on Contracts	Engagement Letter for FY 2022 audit is \$3,700.
Trustee Fees	Actual Spent	No Comments
Management Services	Based on Contracts	No Comments
Property Appraiser	Budget to Actual	\$2 per lot and 1% commissions for gross assessment roll (Property Appraiser Invoice Paid)
Postage and Delivery	Budget to Actual	No Comments
Insurance	Actual Spent	No Comments
Printing and Binding	Budget to Actual	No Comments
Legal, Advertising & Other	Budget to Actual	No Comments
Office Supplies	Budget to Actual	No Comments
Dues, Licenses, Subs	Budget to Actual	Used for Department of Community Affairs (DCA)

FIELD:

Contractual-Security	Based on Contracts	Envera-Quarterly Pool Monitoring \$8,313.21 per Quarter. Monthly Gate Monitoring \$10,473.00.
Security Patrols	Budget to Actual	City Police Detail (\$48/Hour @ 40 Hours per month)
Parking Enforcement	Budget to Actual	Parking Patrol \$700 per month.
Security System Lease	Based on Contracts	Quarterly Monitoring-Security & Fire Systems
Telephone	Actual Spent Averaged	Includes current Comcast DSL.
Electric	Highest Cost	No Comments
Water & Sewer	Highest Cost	Invoices for August haven't been received.
Pest Control	Budget to Actual	Monthly pest control with Southern Plant and Pest Services
Community Maintenance	Actual Contract	IGM-Landscape Maintenance/Tree Trimming/Mulch-Monthly Contract Amount \$23,792
Other Maintenance	Straight Line Budget	No Comments
Irrigation Pumps Maintenance & Repair	Straight Line Budget	No Comments
Wall Maintenance & Repair	Straight Line Budget	No Comments
Lake Maintenance	Straight Line Budget	Annual Contract Amount with Solitude Lake Management \$2,717.40 monthly.
Fountain Maintenance/Repair	Straight Line Budget	No Comments
Park & Pool Maintenance/Repair	Straight Line Budget	This line includes repairs, supplies, and maintenance.
Pool Maintenance - Contract	Straight Line Budget	East River Pools-Monthly Pool Cleaning Cost \$2,440.
Landscape Repairs & Improvement	Budget to Actual	Restoration from Car Incident in 2021 completed, Dennis Baldis Healing Garden completed, and Entrance Signs/Marquis project started.
Drainage Maintenance	Straight Line Budget	No Comments
Road & Sidewalk Maintenance/Repair	Straight Line Budget	No Comments
Sign Maintenance/Repair	Straight Line Budget	No Comments
Pressure Cleaning	Straight Line Budget	No Comments
Electrical Repair & Replacement	Straight Line Budget	No Comments
Gate Repair & Replacement	Straight Line Budget	Includes monthly Platinum Service Plan provided by Envera for \$1,600.52 per Month.
Holiday Decorations	Actual Contract	Christmas Designers Annual Contract plus additional electrical costs.
Major Projects	Straight Line Budget	No Comments

CORAL BAY

COMMUNITY DEVELOPMENT DISTRICT

SERIES 2012 DEBT SERVICE FUND

Statement of Revenues, Expenditures, and Changes in Fund Balance

For the Period Ended August 31, 2023

DESCRIPTION	ADOPTED BUDGET	PRORATED BUDGET THRU 08/31/23	ACTUAL THRU 08/31/23	VARIANCE
<u>REVENUES:</u>				
Special Assessments - A Bonds	\$91,163	\$91,163	\$93,432	\$2,270
Interest Income	\$0	\$0	\$3,984	\$3,984
TOTAL REVENUES	\$91,163	\$91,163	\$97,416	\$6,254
<u>EXPENDITURES:</u>				
<u>Series 2012</u>				
Interest - 11/1	\$8,800	\$8,800	\$8,800	\$0
Interest - 5/1	\$8,800	\$8,800	\$8,800	\$0
Principal - 5/1	\$75,000	\$75,000	\$75,000	\$0
TOTAL EXPENDITURES	\$92,600	\$92,600	\$92,600	\$0
Excess (deficiency) of revenues over (under) expenditures	(\$1,438)	(\$1,438)	\$4,816	\$6,254
Net change in fund balance	(\$1,438)	(\$1,438)	\$4,816	\$6,254
FUND BALANCE - Beginning	\$37,545		\$84,615	
FUND BALANCE - Ending	\$36,108		\$89,431	

CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT
Long Term Debt Report
FY 2023

Series 2012, Special Assessment Bonds

Interest Rate;	5.50%	
Maturity Date:	5/1/26	
Reserve Fund Requirement:	\$45,637.50	
Bonds outstanding - 9/30/2022		\$320,000.00
Less:	May 1, 2023 (Mandatory)	(\$75,000.00)
Current Bonds Outstanding		<u>\$245,000.00</u>

Total Current Bonds Outstanding	\$245,000.00
--	---------------------

CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT

General Fund
Statement of Revenues and Expenditures (Month by Month)
FY 2023

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL
	2022	2022	2022	2023	2023	2023	2023	2023	2023	2023	2023	2023	

Revenues

Maintenance Assessments - Levy	\$0	\$116,924	\$1,172,928	\$16,360	\$14,527	\$10,422	\$35,441	\$5,345	\$9,326	\$24,360	\$0	\$0	\$1,405,633
FEMA Reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gate Damage Proceeds	\$0	\$1,592	\$0	\$0	\$1,205	\$0	\$730	\$484	\$170	\$0	\$808	\$0	\$4,989
Toscana Contributions	\$0	\$0	\$3,859	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,859
Insurance Proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Income	\$2	\$0	\$809	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$811
Transponders/Stickers	\$1,736	\$1,090	\$0	\$0	\$905	\$0	\$945	\$806	\$1,570	\$0	\$0	\$0	\$7,052
Interest Income	\$164	\$128	\$153	\$188	\$3,146	\$2,655	\$960	\$977	\$902	\$942	\$978	\$0	\$11,193

Total Revenues

	\$1,902	\$119,734	\$1,177,749	\$16,548	\$19,783	\$13,077	\$38,076	\$7,612	\$11,968	\$25,302	\$1,786	\$0	\$1,433,537
--	---------	-----------	-------------	----------	----------	----------	----------	---------	----------	----------	---------	-----	-------------

ADMINISTRATIVE:

Supervisors Fees	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$800	\$1,000	\$1,000	\$1,000	\$0	\$10,800
FICA Expense	\$77	\$76	\$77	\$76	\$77	\$76	\$77	\$61	\$76	\$77	\$76	\$0	\$826
Attorney's Fees	\$3,375	\$2,925	\$2,790	\$2,970	\$3,780	\$6,710	\$5,940	\$5,913	\$5,767	\$5,165	\$0	\$0	\$45,335
Engineering Fees	\$2,035	\$1,995	\$1,075	\$2,450	\$2,310	\$2,000	\$4,240	\$3,080	\$1,035	\$2,205	\$1,660	\$0	\$24,085
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,700	\$0	\$0	\$0	\$0	\$3,700
Trustee Fees	\$0	\$0	\$0	\$0	\$0	\$3,500	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500
Management Services	\$5,936	\$5,935	\$5,936	\$5,936	\$5,935	\$5,936	\$5,936	\$5,935	\$5,936	\$5,936	\$5,935	\$0	\$65,292
Computer Time	\$84	\$84	\$83	\$83	\$84	\$83	\$83	\$84	\$83	\$83	\$84	\$0	\$917
Commissions/Tax Collector	\$0	\$3,163	\$11,730	\$157	\$146	\$104	\$349	\$53	\$93	\$241	\$0	\$0	\$16,036
Postage and Delivery	\$7	\$262	\$591	\$28	\$198	\$108	\$6	\$603	\$16	\$20	\$66	\$0	\$1,905
Printing and Binding	\$121	\$322	\$104	\$283	\$185	\$156	\$67	\$656	\$170	\$155	\$263	\$0	\$2,482
Insurance	\$21,581	\$0	\$14,594	\$0	\$0	\$14,593	\$0	\$0	\$14,594	\$0	\$0	\$0	\$65,362
Legal Advertising & Other	\$246	\$173	\$200	(\$220)	\$197	\$242	\$269	\$318	\$264	\$159	\$270	\$0	\$2,118
Office Supplies	\$20	\$651	\$23	\$23	\$23	\$24	\$23	\$103	\$23	\$24	\$25	\$0	\$962
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Website Compliance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Total Administrative

	\$34,657	\$16,586	\$38,203	\$12,786	\$13,935	\$34,532	\$17,990	\$21,306	\$29,057	\$15,065	\$9,379	\$0	\$243,495
--	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	---------	-----	-----------

CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT

General Fund
Statement of Revenues and Expenditures (Month by Month)
FY 2023

	OCT 2022	NOV 2022	DEC 2022	JAN 2023	FEB 2023	MAR 2023	APR 2023	MAY 2023	JUN 2023	JUL 2023	AUG 2023	SEP 2023	TOTAL
FIELD:													
Field Management Fees	\$1,957	\$1,957	\$1,958	\$1,957	\$1,957	\$1,957	\$1,957	\$1,957	\$1,958	\$1,957	\$1,957	\$0	\$21,529
Contractual-Security	\$18,786	\$10,473	\$10,473	\$18,567	\$9,564	\$10,473	\$18,786	\$9,563	\$9,563	\$17,877	\$9,563	\$0	\$143,688
Security Patrols	\$3,628	\$2,409	\$2,923	\$2,201	\$2,340	\$1,560	\$1,248	\$1,941	\$2,657	\$2,140	\$3,254	\$0	\$26,301
Parking Enforcement	\$700	\$700	\$0	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$700	\$0	\$7,000
Fire and Security System Monitoring	\$0	\$105	\$0	\$0	\$105	\$0	\$0	\$105	\$0	\$105	\$100	\$0	\$520
Telephone	\$2,015	\$2,016	\$2,031	\$2,029	\$2,052	\$2,038	\$2,038	\$2,037	\$2,399	\$1,656	\$750	\$0	\$21,061
Water & Sewer	\$1,511	\$1,363	\$1,047	\$967	\$929	\$1,011	\$0	\$898	\$993	\$1,395	\$1,911	\$0	\$12,025
Electric	\$7,591	\$7,252	\$7,284	\$8,427	\$8,214	\$8,224	\$8,739	\$9,713	\$8,575	\$9,452	\$8,726	\$0	\$92,197
Pest Control	\$85	\$385	\$85	\$385	\$85	\$385	\$0	\$385	\$185	\$485	\$0	\$0	\$2,465
Community Maintenance	\$23,792	\$23,792	\$23,792	\$23,792	\$23,792	\$23,792	\$23,792	\$23,792	\$23,792	\$23,792	\$23,792	\$0	\$261,712
Other Maintenance	\$2,374	\$1,255	\$2,128	\$338	\$200	\$0	\$1,011	\$457	\$1,208	\$1,825	\$0	\$0	\$10,796
Irrigation Pumps Maintenance & Repair	\$3,307	\$1,682	\$4,206	\$6,526	\$0	\$2,593	\$2,667	\$4,114	\$0	\$2,760	\$0	\$0	\$27,855
Landscape Repairs & Improvements:	\$0	\$714	\$15,249	\$4,100	\$17,621	\$7,606	\$1,952	\$2,800	\$6,000	\$0	\$2,500	\$0	\$58,542
Wall Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$405	\$0	\$0	\$0	\$0	\$405
Park & Pool Maintenance/Repair	\$1,674	\$7,278	\$6,165	\$175	\$1,195	\$2,632	\$3,044	\$3,853	\$0	\$4,570	\$3,935	\$0	\$34,521
Pool Maintenance - Contract	\$2,440	\$2,440	\$2,440	\$2,440	\$2,440	\$2,440	\$2,440	\$2,440	\$2,440	\$2,440	\$2,440	\$0	\$26,840
Lake Maintenance/Repair	\$2,717	\$2,717	\$2,718	\$2,717	\$2,718	\$2,717	\$2,988	\$2,717	\$2,718	\$3,017	\$2,717	\$0	\$30,461
Fountain Maintenance/Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Drainage Maintenance	\$0	\$5,170	\$1,180	\$635	\$0	\$0	\$0	\$0	\$3,600	\$0	\$0	\$0	\$10,585
Road Maintenance/Repair	\$0	\$0	\$2,480	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,480
Sidewalk Maintenance/Repair	\$0	\$5,320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,320
Sign Maintenance/Repair	\$0	\$0	\$0	\$2,662	\$2,926	\$0	\$441	\$3,295	\$0	\$400	\$0	\$0	\$9,724
Pressure Cleaning	\$28,325	\$0	\$0	\$0	\$0	\$0	\$2,050	\$0	\$0	\$975	\$0	\$0	\$31,350
Electrical Repair & Replacement	\$1,202	\$1,276	\$2,562	\$888	\$248	\$6,225	\$2,420	\$774	\$0	\$1,730	\$3,315	\$0	\$20,640
Holiday Decorations	\$18,717	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,717
Gate Repairs & Replacements:	\$1,601	\$6,499	\$1,601	\$0	\$1,601	\$1,601	\$690	\$7,901	\$1,600	\$0	\$691	\$0	\$23,785
Major Projects	\$0	\$0	\$0	\$0	\$0	\$19,900	\$2,458	\$25,273	\$0	\$4,845	\$38,617	\$0	\$91,093
Capital Projects (Fountain Pumps)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,389	\$0	\$0	\$5,389
Total Field Expenditures	\$122,422	\$84,803	\$90,322	\$79,506	\$78,687	\$95,854	\$79,421	\$105,120	\$68,388	\$87,510	\$104,968	\$0	\$997,001
Other Sources and Uses													
Interfund Transfer In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Excess Revenues (Expenditures)	(\$155,177)	\$18,346	\$1,049,224	(\$75,744)	(\$72,839)	(\$117,309)	(\$59,335)	(\$118,814)	(\$85,477)	(\$77,273)	(\$112,561)	\$0	\$193,041

CORAL BAY
COMMUNITY DEVELOPMENT DISTRICT

CAPITAL RESERVE SCHEDULE

	<u>FY 2011</u>	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>9/30/23</u> <u>TOTAL</u>
Wall Repainting														
Reserved	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00
Spent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$39,500.00)	\$0.00	\$0.00	\$0.00	(\$39,500.00)
														<u>\$20,500.00</u>



CORAL BAY CDD
FIELD MANAGER REPORT
September 14, 2023 Board Meeting

COMMUNITY INSPECTION PUNCH LIST

- Report provided as **Attachment A**

LAKE AND CANALS

- Solitude Water Management – Services as Contracted, Reports Provided as **Attachment B**

BOARD REQUESTS

- Street Name Sign Brackets and Old Brackets Replacement
 - Update will be provided at the meeting
- Las Brisas Del Mar PVC Fence Knox Key Lock Installation
 - Update will be provided at the meeting
- Light Er Up Mia Agreement – Executed
- Order New Equipment for Board Room Zoom Conferences
 - Update will be provided at the meeting
- Inspect All District Signs and Obtain Proposals to Upgrade – In Progress
- Management to Review Shoreline Video for Encroachment Violations within the 20' Easement – In progress
- Lake Shoreline Drainage Pipe Eroding at 6474 Buena Vista Drive – Requested proposal for a full inspection
- Meeting Contractors to Obtain Cost for 1-5 Gazebos with and without Removable Roofs
- Report to City of Margate Code Enforcement the property at 6727 Saltaire Ter. / Port Antigua for not obtaining a Permit Driveway Apron Extension
 - Update will be provided at the meeting



CORAL BAY CDD

BOARD REQUESTS (Continued)

- Envera Upgrades Timeline
 - The new completion dates will be moved to 9/28 and 10/4
 - Envera was set back a week on the remaining phases
 - Delays due to pathway issues at a few locations and delays with the recent storm
- Cost for GMS to manage District website
 - Update will be provided at the meeting
- Remove the 4 palms at NBD exit as permitted by City – Removed
- Upgrade of Facility Pool Lights for Night Swimming
 - Agreement execution in progress
 - Bronze color not available
 - Obtaining proposal to paint poles in black
- Report to Code Enforcement tree branch hanging over the road hitting vehicles at Navajo Ter.
 - Management and IGM were unable to locate the tree branch

BOARD SUPERVISORS REQUESTS

- John Hall Requests:
 - Setup Meeting for IGM and Vice-Chairman John Hall for another Proposal for Areas Requested – Completed

ATTACHMENT A

COMMUNITY INSPECTION PUNCH LIST

Coral Bay CDD

				<u>Location</u>	<u>Pending Items/ In Progress</u>	<u>COST \$</u>
1	03/15/23	I	IGM	The Cape	Add additional 7 Gallon Trinnette Hedge to fill bare spot in empty lot	TBD
2	05/31/23	I	MGT	30th Street	New "Resident Only" sign to be installed (Vendor is preparing renderings)	TBD
3	07/21/23	I	MGT	North Bay Park	New rims to be installed on hoops to help prevent constant net damage (Rims were ordered and did not fit bolt layout. New rims being ordered)	\$250-\$350
4	07/21/23	P	MGT	North Bay Park	All District bollards to be repaired and painted (Meeting with new handyman to review during week of 9/11)	TBD
5	07/31/23	P	MGT	The Cape	Move stop sign 1 ft back from tree (Meeting with new handyman to review during week of 9/11)	TBD
6	09/06/23	I	MGT	Parks	Weeds to be sprayed in mulch at Tot Lot & North Bay Parks (This will be continuous and IGM is aware of Management concerns)	TBD
7	07/31/23	I	MGT	Lake	Replace 'No Swimming' signs (New signs being ordered)	TBD
8	09/06/23	I	MGT	Tot Lot	Connected passive park walkway to playground (Meeting with Playground company during week of 9/11 to inspect)	TBD
9	07/31/23	P	IGM	North Bay Park	Mulch around fitness equipment	TBD
10	09/06/23	P	MGT	Clubhouse	Inspection of clubhouse doors (Meeting with new handyman to review during week of 9/11)	TBD
11	09/06/23	P	MGT	Pool Gates	Inspection of clubhouse gates (Meeting with new handyman to review during week of 9/11)	TBD
12	09/06/23	P	MGT	Peninsula Park	Paver inspection due to sinking (Meeting with F&K Pavers week of 9/11)	TBD

KEY : P = Pending I = In Progress C = Completed MGT = Management IGM = Innovative Grounds Management

Coral Bay CDD

				<u>Location</u>	<u>Completed Items</u>	<u>COST \$</u>
1	08/02/23	C	IGM	Common Areas	Clear signs to all parks	Contractual
3	08/31/23	C	MGT	Clubhouse Pool	Replaced 7 escutcheons and epoxy at Clubhouse due to discoloration	\$315.00
4	08/31/23	C	MGT	Pools	Replaced 3 pull chains for showers (1 at each park)	\$45.00
5	08/31/23	C	MGT	Peninsula Park Pool	5 Gutter grates replaced	\$125.00
6	09/06/23	C	MGT	Clubhouse	A/C was repaired	TBD

KEY : P = Pending I = In Progress C = Completed MGT = Management IGM = Innovative Grounds Management

ATTACHMENT B

LAKE MAINTENANCE REPORT

SEPTEMBER 14, 2023

Governmental Management Services- South Florida, LLC
5385 N. Nob Hill Road Sunrise, Florida 33351



Work Order
 Work Order Number 00321244
 Created Date 8/15/2023

Account Coral Bay Community Development District
 Contact Julio Padilla
 Address 3101 South Bay Drive
 Margate, FL 33063

Work Details

Specialist Comments to Customer: Treated the lake and canal segments 1 and 3 for submerged vegetation and algae. Will treat for nuisance shoreline species on the next visit. D.O.- 8.4 ppm. Temp.- 82.4 °F
 Prepared By: David Frazier

Work Order Assets

Asset	Status	Product Work Type
Coral Bay CDD - Lakes all	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Coral Bay CDD - Lakes all	TRASH / DEBRIS COLLECTION (IN HOUSE)	
Coral Bay CDD - Lakes all	SHORELINE WEED CONTROL	Inspected the shorelines for nuisance species.
Coral Bay CDD - Lakes all	LAKE WEED CONTROL	Treated submerged vegetation in the lake and canal segments 1 and 3.
Coral Bay CDD - Lakes all	ALGAE CONTROL	Treated for algae in the lake and canal segments 1 and 3.
Coral Bay CDD - Lakes all		



Work Order
 Work Order Number 00330186
 Created Date 8/28/2023

Account Coral Bay Community Development District
 Contact Julio Padilla
 Address 3101 South Bay Drive
 Margate, FL 33063

Work Details

Specialist Comments to Customer: Treated the lake for submerged vegetation and algae. Inspected the canals and shorelines for nuisance species. The wind was too prevalent for shoreline applications. D.O.- 10.2ppm Temp- 85.3°F

Prepared By: David Frazier

Work Order Assets

Asset	Status	Product Work Type
Coral Bay CDD - Lakes all	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Coral Bay CDD - Lakes all	TRASH / DEBRIS COLLECTION (IN HOUSE)	Removed trash.
Coral Bay CDD - Lakes all	SHORELINE WEED CONTROL	Inspected the shorelines for nuisance species. Wind was to prevalent for application.
Coral Bay CDD - Lakes all	LAKE WEED CONTROL	Treated the lake for submerged vegetation.
Coral Bay CDD - Lakes all	ALGAE CONTROL	Treated the lake for algae.
Coral Bay CDD - Lakes all		



Shamrock Pool Services, Inc.
"Specializing in Commercial Service, Repair, and Remodeling"

SWIMMING POOL REMODEL AGREEMENT

This agreement is made and entered into this 15th day of August, 2023, between **Shamrock Pool Services, Inc.** and **Peninsula Park at Coral Bay**, as agent of the property described below.

Pool Address: **Cape Circle, Margate, FL 33063**
Phone Number: **540-303-9619**
Email Address: **PBurgess@GMSSF.com**

SWIMMING POOL RE-FINISH AGREEMENT

1. Advise the local Board of Health in writing of the type of repairs being performed and the date of commencement.
2. Drain pool using Shamrock Pool Services, Inc. equipment.
3. Prepare old finish to receive new exposed aggregate.
4. Score old finish; undercut existing tiles, return lines, and light fixtures; and remove all hollow spots in old finish. *
5. Acid wash old finish to roughen surface and to remove scale and bacteria to ensure proper adhesion.
6. Install Multi-Coat Scratch Coat for superior bonding.
7. Install non-skid mud cap tiles on entrance steps of pool.
8. Install "No Diving" and depth marker tiles in accordance with Health Department standards.
9. Re-finish pool using standard exposed aggregate.
10. Re-finish pool trough using standard exposed aggregate.
11. Hand trowel new exposed aggregate to a smooth, true finish.
12. Acid wash new finish to expose aggregate using HCL Advantage.
13. Refill pool using a pre-filtered watering system to remove discoloration-causing minerals.
14. Bleach coping to remove algae and bacteria.
15. Replace broken gutter grates, return fittings, ladder bumpers, VGB-approved main drain grates/cover(s), and incandescent light bulb(s).
16. Clean filters and baskets.
17. **Balance and stabilize new water.**
18. Return pool to normal operation.
19. Advise the local Board of Health in writing of the completion of the repairs and its adherence to the applicable codes. Certify and submit contractor's affidavit as outlined in Florida Department of Health 64-E public pool code.

Contract Price: \$49,000.00 †
Permit Fees: Not Included

SWIMMING POOL TILE AGREEMENT

1. Remove tiles from splash wall to ensure code compliance.
2. Prepare dam wall to receive new tile.
3. Install one row of standard 6" X 6" tile on splash wall.
4. Install one row of standard 2" X 6" mud cap tile on dam wall.
5. Grout all tile lines with acid resistant grout.

Contract Price: \$16,100.00 †

* Removal of de-laminated plaster up to and including 15% of pool surface area included. Additional de-lamination removal at \$2.50 per sq. ft., to be agreed upon by owner representatives and billed separately as a change order.

† Price is based on cash or check payment. Credit card payments may incur additional fees.

TERMS AND PROVISIONS

Please note: A 30% deposit is required upon acceptance of contract, 30% upon draining of pool, and 30% upon completion of scratch coat; balance is due upon completion of work. There is a five-year manufacturer warranty on exposed aggregate finishes. (There is a ten-year manufacturer warranty available on certain exposed aggregate finish products. Please ask for details.) There is a standard twelve-month warranty against lifting and checking from natural causes. This warranty on lifting and checking from natural causes may be extended to 36 months with uninterrupted weekly maintenance provided by Shamrock Pool Services, Inc. The permit fee cost is conditional upon the number of permits required.

This agreement is entered into through Customer's duly authorized officers of agents and on behalf of Shamrock Pool Services, Inc. through its owner or authorized agents of the owner with full knowledge of the contents hereof and acquiescence thereto. This agreement is subject to all terms and conditions hereof. Customer agrees to provide reasonable access to the pool location to the employees, representatives, sub-contractors, and agents of Shamrock Pool Services, Inc., so that Shamrock Pool Services, Inc. may fulfill its obligations under this agreement as efficiently as possible. Customer shall keep its employees, agents, family, guests, and pets away from the pool location during the course of Shamrock Pool Services, Inc., performance under this agreement.

Shamrock Pool Services, Inc. shall not be liable for any failure to perform due to strikes, acts of God, government actions, or conditions beyond its control, including unavailability of supplies or labor at prices that are substantially similar to prices at the time of the execution of this agreement. In the event that materials or labor called for under this agreement are not substantially the same price as at the time of this agreement, Shamrock Pool Services, Inc. shall have the right to amend or terminate this agreement as it sees fit.

Should the Customer fail to pay any monies due hereunder within five (5) days from the due dates, all monies that are payable to Shamrock Pool Services, Inc. under this agreement shall immediately become due and payable without the need for further demand and this agreement can be terminated by Shamrock Pool Services, Inc. without prior notice.

Should Shamrock Pool Services, Inc. retain the services of an attorney and/or institute legal proceedings to collect monies that are due under this agreement or to enforce any provisions hereof, the Customer agrees to be held liable for any cost of said lawsuit and reasonable attorney fees. Title to all items that are supplied hereunder by Shamrock Pool Services, Inc. shall remain property of Shamrock Pool Services, Inc. until paid for in full by the Customer, and Shamrock Pool Services, Inc. shall have the right to repossess said items and/or remove the same, with or without the benefit of legal process, to lien the premises of the pool location without further notification, and to seek such further legal or equitable relief as may be available to Shamrock Pool Services, Inc.

Shamrock Pool Services, Inc. makes no representations, warranties, promises, oral or written, expressed or implied, with respect to this agreement, except as expressly provided herein. Shamrock Pool Services, Inc. makes no representations or warranties on equipment sold or installed other than that offered by the manufacturer of said equipment. Manufacturer warranty does not include any labor charges by Shamrock Pool Services, Inc. This agreement can be modified in writing only, to be signed by all the parties hereto.

The Customer shall be responsible for damage, loss, or destruction, from any source whatsoever, to all material, equipment, appliances, or goods, after they have been delivered to the pool location. Shamrock Pool Services, Inc. shall not be liable for any damage, loss or destruction to the pool location or premises of pool location, by any person or cause whatsoever except when caused by the employees of Shamrock Pool Services, Inc. Shamrock Pool Services, Inc. shall not be liable for any type of damage, loss or destruction caused by the pool waste or drain outlet line. Shamrock Pool Services, Inc. shall not be liable for any damage to the pool structure or piping due to underground water pressure, in the event the pool must be drained for cleaning, testing, or repairing. De-watering of the pool structure is not part of this agreement. If de-watering is necessary, a separate charge will apply. Shamrock Pool Services, Inc. shall not be held liable for any damage or staining to the deck area or surface caused by commonly used chemicals in the course of routine maintenance or repairs. The nature of most sanitizers is corrosive, and pool surfaces should be designed to withstand these properties.

Unless otherwise specified, time is not of the essence on repair contracts.

Any changes requested by the Customer will require a new contract.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. Shamrock Pool Services, Inc. is authorized to perform the work as specified. Payment will be made as outlined above.

This proposal may be withdrawn within 45 days.

Shamrock Pool Services, Inc.

Customer Acceptance of Proposal

_____ *Authorized Signature* *Date*

_____ *Authorized Signature* *Date*

Sun Blue Pool Services
 5944 Coral Ridge Dr - Ste #231
 Coral Springs, FL 33076 US
 (954)341-1414
 info@sunbluepools.com
 www.sunbluepools.com



Estimate

ADDRESS
 CORAL BAY CDD
 3135 Cape Cir
 Margate, FL 33063 USA

ESTIMATE # DATE
 13270 04/24/2023

ACTIVITY	QTY	RATE	AMOUNT
CONCRETE RESURFACING RECO CONCRETE RESURFACING @ CORY SCHECHTER SUNDEK 1865 SW 4 th AVE DELRAY BEACH, FL 33444 561-305-1023 WWW.SUNDEK.COM	1	0.00	0.00
TIMEFRAME TIMEFRAME: FROM DEPO RECEIPT AND POOL DRAWINGS 2 - 3 WKS TO SUBMIT FOR POOL PERMIT W/TOWN TOWN USUALLY IS 4 - 8 WKS TO ISSUE # WE ARE 2- 3 WKS FROM STAGING A START FROM PERMIT # ISSUED EXPECT 7 - 10 DAYS OF CONSTRUCTION PLUS 2-3 WKS OF FIRE UP ... TBD - NO SWIMMING !	1	0.00	0.00
Permit - Commercial \$995 - ADMIN FEE ... PLUS ALL PASS THROUGH COSTS TOWN/ETC AND SUN BLUE POOLS WILL APPLY FOR PERMIT	1	995.00	995.00
CLIENT TO PROVIDE SUN BLUE POOLS OFFICIAL SITE SURVEY TO APPLY FOR PERMIT CLIENT TO PROVIDE SUN BLUE POOLS WITH LAST DEPARTMENT OF HEALTH INSPECTION REPORT TO APPLY FOR HEALTH DEPARTMENT PERMIT			
LEAK DETECTION - POOL POOL MUST BE FILLED AND THE WATER CLEAR PRIOR TO DETECTION.	1	2,000.00	2,000.00
Leak Detection: (pool/spa/equip site as applicable) Dye test Pressure test lines Sonar underwater hearing devic Camera Full report to be sent A new proposal will be submitted for any major repairs required. Non- Refundable post visit. *Sheer Descents can not be tested for leaks *Rock walls can not be tested for leaks			

RESURFACING	1	24,000.00	24,000.00
COMM POOL 240 LIN FT ... SHAPE - CURVED ... POOL DEPTH 3 TO 6 ... NEW MDRAIN COV + RETURN FITTINGS (if applicable)			
SKY BLUE			
W/LEDGE TO BE PLASTERED			
ALL INCLUSIVE ... DRAIN - PREP - BONDKOTE - PLASTER - NEW RETURN FITTINGS/MAIN DRAIN COVER - FIRE UP !			
DRAIN pool to applicable area			
UNDER cut all tile, light niches and return lines. Look for hollow and voids (loose surface) in old finish, eliminate them. (price includes up to 20% of pool surface removed ... PLS NOTE FINAL SURFACE ASSESSMENT CAN ONLY BE DONE ONCE POOL IS DRAINED AND DURING THE POOL PREP PROCEDURE:			
IF POOL SURFACE IS ASSESSED TO HAVE SEVERE SURFACE DELAMINATION THEN TURBO BLAST OR FULL SURFACE RIP OUT MAY BE NECESSARY AND WILL BE QUOTED @ TIME OF ASSESSMENT. COST VARIES DUE TO POOL SIZE/DEPTH.			
BONDKOTE walls and floor (a special latex material used to eliminate "pop-outs" and delamination by allowing newly applied refinishing materials to bond)			
RESURFACE: Using SKY BLUE color on entire pool, applying a scratch coat and a finish coat with a total thickness of 1/2"-1" on the floor and 1/2" on walls. Double Expose Aggregate (acid wash 2 times)			
RE-FILL - customer to refill and we will balance and stabilize water to Health Department standards.			
FIRE-UP SERVICE: It is important to properly maintain pool after new finish has been applied to ensure proper curing: multiple service visits will be performed by Sun Blue Pool Tech over the next 2 wks (3rd wk will be added if deemed necessary) to provide a special chemical treatment, brush and maintain all surfaces at which time swimming will be permitted post Fire Up Period (all pool service timings vary) ... Customer is responsible to supply Filter Cartridges (pre/post fire up) and If there is an existing Salt System - 10 (40lb) bags of Salt for post Fire up swim chemistry reset as well as a fully functional Pump & Filter System at time of Fire up start. Sun Blue Pools can not be responsible for curing new surface without a working system.			
Fire up is a \$400.00 Value included FREE !			
WARRANTY: 5 years warranty on material and 2 years on workmanship against cracking and separation (not caused by structural movement of the foundation). Warranty DOES NOT include minor molting (little discoloration of Aggregate Finish) Water chemistry must be kept in balance.			
*No swimming in pool during curing process.			
*Aggregate finish may/will have color variations			
*Aggregate finish is a hand troweled finish, trowel marks to be expected as per Aggregate manufacturers standards			
TARGET PROJECT START WILL BE DISCUSSED AT DEPO PROCESSING PENDING EXISTING MARKET CONDITIONS AT THE TIME.			
TILE BORDER INLAY	25	20.00	500.00
3 STEPS ... APPRX 25 LIN FT:			
NON SKID COBALT BLUE FOR CODE			
TILE	35	20.00	700.00
FL BREAK - FOR CODE - LOC TBD APPRX 35 LIN FT -COBALT BLUE			
TILE WASH/REGROUT	240	10.00	2,400.00
TILE WASH/REGROUT - CLEAN EXISTING TILE TO BEST POSSIBLE CONDITION & REGROUT GROUT LINE VOIDS-WHITE			
APPRX 240 LIN FT @ \$10/FT			

- TILES MAY DULL OR NOT COME TOTALLY CLEAN DEPENDING ON CONDITION
- GROUT MAY HAZE DUE TO POROUS TILES
- GROUT IS NOT TO BE USED BETWEEN TOP OF TILE AND COPING - NEEDS TO BE DONE WITH CEMENT (ADDTL COST APPLIES AS NEW TILES OR COPING WOULD NEED TO BE DONE)
- *REGROUT OF TILE IS A SERVICE AND CAN NOT BE WARRANTED

PAYMENT TERMS #2 1 0.00 0.00
 (CASH/CHK) or (CC - ADDTL 3% FEE APPLIES)

50% DEPO TO STAGE PROJECT START DATE
 Once this payment is made, it will trigger the release of the work order for the next phase of the project

40% PAYMENT OF TOTAL PROJECT COST DUE POST TILE INSTALL
 Once this payment is made, it will trigger the release of the work order for the next phase of the project

10 % FINAL PAYMENT OF TOTAL PROJECT COST UPON RESURFACING APPLICATION
 Once this payment is made, it will trigger the release of the work order for the next phase of the project

ALL PROJECT ADD ONS/REVISIONS TO BE PAID IN FULL UPON APPROVAL.
 (processing of any paymt represents that customer granted approval, received services and is satisfied)

Cancellation policy:
 3 days from depo receipt - buyers remorse - full refund
 Day 4 and up until reno start - 25% of full project price penalty
 Reno start - no refund
 Permits may apply given specific project tasks ... Client to decide to request Sun Blue Pools to proceed to submit app.

REVIEWS 1 0.00 0.00

Please feel free to review what our customers have to say at:
<http://www.homeadvisor.com/rated.SunBluePoolServices.47676239.html>
 OR
[www. Google orYelp.com](http://www.Google.com) - search - Sun Blue Pools

FINANCING - HEARTH 1 0.00 0.00

See your personalized monthly payment options within minutes and without affecting your credit score. No prepayment penalties. No home equity required.

Hearth makes it easy for you to find monthly payment options for your project, with:

Loan amounts up to \$100,000

Zero % Financing available

Affordable monthly payment options

Funding within 1-3 days

No prepayment penalties

No home equity required

PLEASE REQUEST SPECIAL LINK TO APPLY ... NO OBLIGATION !

 Warranty Products & Workmanship
 Resurfacing: Residential Pools: [10] Year Manufacturer warranty for Surface Failure/
 SBP [2] Years on workmanship
 Commercial Resurfacing: [5] Year Manufacturer for Surface Failure/ SBP [2] Years on
 workmanship
 Pool Tile: [2] Years Product and Workmanship
 Pavers:[1] Year Product and Workmanship, settlement, cracks in concrete, loss of joint
 sand and deck sealing are not warranted items.
 Pool Plumbing: Installation of Skimmers, Main Drain, Return Lines, Air Venturi, Valves
 and replumbing of any equipment, overflow lines, auto fill are warranted for 90 Days
 Leak Detection: 30 Day Warranty

TOTAL

\$30,595.00

Accepted By

Accepted Date



Licensed & Insured
State License
CPC-1457002

Coastline Pool Service
5401 NW 102 Ave • Suite 144
Sunrise, Florida 33351
Since 1988

sales@coastlinepools.net
WWW.COASTLINEPOOLS.NET



Accepted Here

Phone: (954) 742-3316
Fax: (954) 742-5951

POOL EQUIPMENT • SALES • SERVICE • REPAIRS • POOL & PATIO REMODELING • COMMERCIAL • RESIDENTIAL

Proposal Submitted To: Coral Bay CDD c/o Julio Pad. 119

Address: 3135 Cape Circle Phone: _____

City: Margate Zip: 33063 Email: _____

Pool Perimeter: 243 Spa: _____ Date: 8/23/23

- #1. Drain pool and remove hydrostatic fitting.
- #2. Prep entire interior of pool, undercut tile, hand chisel all fittings and light.
- #3. Locate hollows by hand sound and remove up to 10% of entire finish if necessary.
- #4. Wash entire interior of pool with muriatic acid to loosen organic material if necessary.
- #5. Apply S.G.M. Bond Kote over entire interior of pool surface. (This is critical to insure proper bonding.)
- #6. Furnish new main drain frame and grate to insure proper depth application.
- #7. Apply (2) coats of Diamond Brite. (Approximately 3/8" to 1/2" thick.)
- #8. Hand wash entire surface to prevent over-exposure and roughness.
- #9. Pre-filter city water to insure against staining.
- #10. Initial chemical start-up.

DIAMOND BRITE PRICE: Pool + gutters \$ 49,000.00

DIAMOND BRITE COLORS: Blue, Classic, Ivory, Marlin Blue, Aqua Blue, Cool Blue
DIAMOND BRITE PREMIUM COLOR: Super Blue \$ _____

*** Diamond Brite is warranted for 10 years from the manufacturer for material failure***
*** Commercial warranty is 5 years from the manufacture for material failure***

Select Color Choice: _____

- OPTIONS:
- #1. Cap Tile: Steps Swim out Spa bench Select Color: non skid \$ 875.00
6x6 Bredrose back of gutters AND pool/Depth in pool
 - #2. New Tile (Based on \$5.50/sq. ft) Select tile: Tilt breakin Floor \$ 15,950.00
 Remove all tile & float out beam
 - #3. Sandblasting Chipout of existing pool finish Recommending finish \$ 14,500.00
 - #4. Coping: _____ \$ _____
 - #5. 12x12 main Drain frame + grate certified \$ 475.00
 - #6. Margate permit / DOT certification / NOC / Plans (approx) \$ 1200.00
 - #7. 1 Week Startup Service AND balance \$ 1250.00
- Total Price..... \$ 83,250.00

Notations:
Our Workers are fully covered by workmen's compensation insurance. All Credit Card transactions over \$500. will incur a 5% convenience fee.
It is understood that proper water balance must be continuously maintained within the FSPA recommended standards.
**If your pool is leaking, we recommend that the leak be fixed first as a Remarcite/Diamond Brite cannot cause a leak; nor can it fix a leak.
Sandblasting/chipout when necessary will be at additional charge as determined only when pool is drained and inspected.
Should your pool require special pump systems for ground water management this will be an additional charge determined when pool is drained and inspected.
Well water filtration will be an additional charge. Coastline Pool Service is to be held harmless for all prior contractor work. Permit fees, if required are additional and to be paid by customer.

We hereby propose to furnish labor and materials - complete in accordance with the above specifications for the sum of:
dollars (\$ 83,250.00) with payment to be made
as follows \$ 16,650.00 to start, \$ 35,000.00 day of prep/tile, Balance of \$ 31,600.00 due on day of Diamond Brite.
Customer must make arrangements to pay foreman upon completion of application. If Payment is received on day of initial startup or later, an additional 10 percent of unpaid balance will be incurred for the first month, after which we will charge the highest rate allowable by law. All agreements contingent upon strikes, accidents or delays beyond our control. This Proposal subject to acceptance within 30 days and is void thereafter at the option of the undersign.

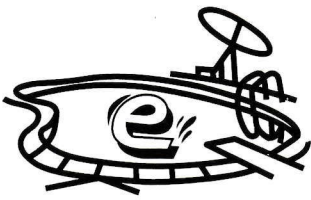
Authorized Signature: _____

In the event it should become necessary to collect the above described sums, the purchaser agrees to pay all the costs, including reasonable attorney's fees.

ACCEPTANCE OF PROPOSAL

The prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined

ACCEPTED: _____ Signature: _____
Date: _____ Signature: _____



English Worldwide Pool & Spa, Inc.

9816

4846 N. University Drive
Fort Lauderdale, FL 33351

1981 N.W. 55th Ave.
Margate, FL 33063

Phone: 954-748-9221 • Fax: 954-572-4006

info@englishpoolspa.com • www.englishpoolspa.com

STATE LIC. # CPC1456927 • LIC. # CC-95-7818-SP-X • LIC.# CC-01-10161-PS



8-18-23

<input type="checkbox"/> Invoice <input checked="" type="checkbox"/> Estimates	Date <u>8-18-23</u>
	Name <u>Coral Bay (the Cape)</u>
	Address <u>3101 S Bay Dr.</u>
	City <u>Margate</u> State <u>FL</u> Zip _____
	Phone _____

QTY	DESCRIPTION	AMOUNT
1	<input checked="" type="checkbox"/> Diamond Brite Premium White Comm Quartz	27,000.
	<input type="checkbox"/> Florida Stucco	
	<input type="checkbox"/> Tiles over Tiles	
	<input type="checkbox"/> Remove & Install New Tiles	
	<input type="checkbox"/> Decks	
	<input type="checkbox"/> Brick-Copings <input type="checkbox"/> Travertine-Copings	
	<input type="checkbox"/> Skimmer <input type="checkbox"/> Light	
	<input type="checkbox"/> Return Line <input type="checkbox"/> Hand Rail <input type="checkbox"/> Vacuum Line	
	<input type="checkbox"/> Pump <input type="checkbox"/> Filter <input type="checkbox"/> Timer	
	<input type="checkbox"/> Sandblasting <input type="checkbox"/> Waterfall	
	<input checked="" type="checkbox"/> Additional Work Non Skidd Cap tiles on Steps	2,550

All Diamond Brite is warranty by the manufacturer. Residential 10 years, Commercial 5 years. English Worldwide Pool & Spa, Inc. Will Warranty Labor for first 5 years. We will apply Two (2) coats of Exposed Pool Aggregate (Diamond Brite) 3/8 to 1/2 inch thick to Swimming Pool. We will check foundation for hollow spots and remove, Bondkote pool, Install Frame & Grade Cover and Fittings to County Code, refill pool and balance chemicals. All other Jobs Performed by English Worldwide Pool & Spa, Inc. is Warranty for one (1) year. Residential Pool will take approximately 10 Days for completion, Start Date _____ Weather Permitted Commercial Pool Approximately _____ Days for completion, Start Date _____ Weather Permitted. 35% To Start, 35% When Bonding and the Balance upon completion. 10% Late Charge will be added to unpaid balance after completion.

Sub-Total	
Discount	
Total	29,550
1st. Deposit	9,850
2nd. Deposit	9,850
Completion Balance	9,850

Comments: Pressure Clean, Acid Wash, and regrout tiles

FLORIDA HOMEOWNERS CONSTRUCTION RECOVERY FUND PAYMENT MAY BE AVAILABLE FROM THE FLORIDA HOMEOWNERS CONSTRUCTION RECOVERY FUND IF YOU LOSE MONEY ON A PROJECT PERFORMED UNDER CONTRACT, WHERE THE LOSS RESULTS FROM SPECIFIED VIOLATIONS OF FLORIDA LAW BY A LICENSED CONTRACTOR. FOR INFORMATION ABOUT THE RECOVERY FUND AND FILING A CLAIM, CONTACT THE FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD AT THE FOLLOWING TELEPHONE NUMBER AND ADDRESS: Construction Industry Licensing Board 2601 Blair Stone Road Tallahassee, FL 32399-1039 850-487-1395

Customer Signature X _____ Date _____
 Sales Rep./Manager X [Signature] Date 8-18-23

Thank You For Your Business!

MINUTES OF THE AUGUST 10, 2023 CORAL BAY COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING

Thursday, August 10, 2023
7:00 p.m.

Coral Bay Recreation Center
3101 South Bay Drive, Margate, Florida

Call to Order

The meeting was called to order at 7:00 p.m. in the Coral Bay Recreation Center.

<u>Attendee Name</u>	<u>Title</u>	<u>Status</u>
Tony Spavento	Chairman	Present
John Hall	Vice Chairman	Present
Tina Hagen	Treasurer	Present
Ronald Gallucci	Supervisor	Present
George Mizusawa	Supervisor	Present

Attendance in person were; Michael Pawelczyk, District Counsel, Jonathan Geiger, District Engineer, Julio Padilla, GMS, Patrick Burgess, GMS, Juliana Duque, GMS, (by Zoom) Rich Hans, GMS (by Zoom) Jeacky Charles, IGM representative, Robert McCormick, resident, Maluk Ahmed, resident, and several residents in attendance in any format.

1. Roll Call and Pledge of Allegiance

Mr. Spavento called the meeting to order. (Tape Time: 0:00:13)

2. Presentations/Reports – IGM – Jeacky Charles – Requested by Board

Mr. Spavento (Tape Time: 0:00:56) moved on to presentations and asked Mr. Jeacky Charles from IGM to present his item.

(At this time Mr. Jeacky Charles (Tape Time: 0:01:28) stated as a Supervisor for IGM he will now be the first contact to talk to as head of his department if there are any issues or concerns from the client going forward. Mr. Charles then gave a brief presentation on a few items such as irrigation time zones, etc.)

(At this point (Tape Time: 0:04:01) a discussion was held among the Board members and Mr. Charles relating to adjusting the irrigation time zones and his presentation)

6. Old Business

B. IGM – Innovation Grounds Management:

1) Community Landscape Subdivisions Monuments – Proposal to Install New Plant Material

Mr. Padilla (Tape Time: 0:19:22) asked if Mr. Charles could discuss some of the other IGM items on the agenda under 6B, old business, relating to community landscaping and his proposal to install new plants in certain areas.

(At this point Mr. Charles (Tape Time: 0:20:32) used the map of the District to point out the particular areas relating to the new plant material installation)

(At this point (Tape Time: 0:22:09) a discussion was held among the Board members, staff and Mr. Charles relating to his proposal for new plant material installation and landscaping)

Mr. Padilla (Tape Time: 0:39:38) stated IGM and GMS staff should meet with the Chairman, Mr. Spavento, to get a clear understanding of how to revise the IGM proposal. Mr. Spavento (Tape Time: 0:40:02) stated he would have no problem with that.

Ms. Duque (Tape Time: 0:40:53) stated she also agreed with Mr. Padilla that they should meet onsite with the landscaping company to take a look at each area and see what makes the most sense because there were certain things mentioned during this evening's meeting relating to installing certain plants in specific locations that made no sense.

Mr. Spavento (Tape Time: 0:41:35) asked for a motion to table item #6-B1 under old business, the IGM proposal to install new plant material.

ACTION:	Tabling item #6 B-1 under old business, IGM proposal to install new plant material in the amount of \$58,545 to the October Board Mtg. and provide a revised proposal after reviewing each area with GMS, IGM and Mr. Spavento on behalf of the District
RESULT:	IGM proposal tabled to the October Board Meeting
MOVER:	John Hall
SECONDER:	Tina Hagen
AYES:	All in favor
Tape time: 0:41:52	

3) Lifted Wall Sections from Homeowner Trees – Proposal to Remove Trees

a) Service Estimate & Proposal with IGM – Innovation Grounds Management

b) Proposal with BrightView Landscape Services, Inc.

Mr. Spavento (Tape Time: 0:42:08) moved on to the next proposals for the additional work (i.e., stump grinding and ground leveling) following the tree removal of those homeowners’ trees that were lifting sections of the perimeter wall. The proposal from IGM to do the work was in the amount of \$9,250. Mr. Spavento stated this proposal amount seemed more reasonable than the BrightView proposal of \$27,638.81.

Mr. Hall stated in more detail that (Tape Time: 0:42:29) this proposal was to remove 11 palm trees, grind the stumps, and remove the root balls, and the proposal from BrightView was to do the same job. Mr. Hall commented he didn’t have a problem approving the \$9,250 with IGM because it was a fair price, but that the one from BrightView for \$27,638, which was too much.

Mr. Spavento (Tape Time: 0:43:30) stated we also had a letter written by the attorney going out to the affected residents, explaining that the removal of the tree would be at their expense.

(At this point (Tape Time: 0:43:43) a discussion was held among the Board members, staff and Mr. Charles relating both to the proposals and the letter to be sent to the residents)

Mr. Padilla stated (Tape Time: 0:45:35) the only thing missing in the IGM proposal was that the Board had requested at the last meeting to find out how much it would cost to sod the areas once the stumps were ground. Mr. Charles stated (Tape Time: 0:45:46) he would be able to obtain that price for the Board.

DIRECTION: The Board directed staff to send out the permission letter to enter the property of those affected residents before doing any tree removals. (Letter listed under #5F of the agenda)

ACTION:	Approving the proposal from IGM for tree removal (excluding root ball removal) contingent on owners signing the agreement letter for the addresses listed on the proposal, including stump grinding, leveling of chips in the amount of \$9,250
RESULT:	IGM proposal for \$9,250 was approved, as well as approving the resident letter to be sent out
MOVER:	John Hall
SECONDER:	Tina Hagen
AYES:	All in favor
Tape time: 0:46:53	

2) Update on:

a) Moving August Flower Rotation to May – Replacing Dead Flowers Due to Rainy Weather

b) Dennis Baldis Memorial Garden

Mr. Padilla (Tape Time: 0:48:55) gave a brief update on the flower rotation, stating that at the last meeting, the Board requested to replace the flowers that were dead due to the rainy weather and move the August rotation to May after the flowers

recuperated. Mr. Padilla also stated Mr. Hall was assigned to choose the flowers for replacement which had been done and IGM would now be scheduling the installation of the annuals and mulch. Mr. Padilla (Tape Time: 0:49:55) then asked Mr. Charles for an update on the Dennis Baldis Memorial Garden.

(At this time Mr. Jeacky Charles gave a brief update (Tape Time: 0:50:00) on the Dennis Baldis Memorial Garden stating he had touched on this item at the beginning of the meeting during his presentation and the Board's discussion of this item. He then stated he had all the particular parts and items to do the project, he just wanted to get the Board involved with the decision on the benches)

(At this point (Tape Time: 0:50:15) a discussion was held among the Board members, staff, and Mr. Charles relating to this item)

DIRECTION: The Board directed Mr. Charles to bring pictures of bench samples back to the September-October Board meeting for the Memorial Garden.

4) Irrigation Times

(This item was discussed earlier at this meeting under presentations/reports when Mr. Charles was giving his presentation of the irrigation time zones)

DIRECTION: The Board directed staff to:

- Send Envera schedule to IGM*
- Have irrigation stopped by 1:30 p.m. to not interfere with children walking home from school*
- Remove the 4 palms at North Bay Drive exit as permitted by the city.*

3. Audience Comments/Supervisors Responses

Mr. Spavento asked if there were any audience comments or Supervisor's comments at this time. (Tape Time: 0:54:47)

Mr. Ahmed (Tape Time: 0:55:00) made a comment on behalf of his father's property in Indian Key and his neighbor's backyard gate. He also stated that on Navajo Terrace there was a big tree branch from a resident's property overhanging in the middle of the road which was hitting people's car windshields when driving down that street, and the branch keeps dropping lower towards the street surface.

Mr. Spavento (Tape Time: 0:55:29) stated Mr. Ahmed's concern with his father's backyard gate was an HOA matter and he would need to talk to his HOA relating his concerns. Mr. Spavento then gave a brief explanation relating to what are CDD matters and what are HOA matters. He also stated that Mr. Padilla and Mr. Burgess would look into the matter of the overhanging tree branch.

Mr. Hall (Tape Time: 0:57:26) stated the City of Margate has a code if a tree overhangs the street it has to be 14' in height above street level, so if that tree is reported to code enforcement by the management company of Indian Key to the city, code enforcement would come out and tell the owner of that tree to trim it.

(At this point (Tape Time: 0:58:19) a discussion was held among the Board members, staff, and Mr. Ahmed relating to the requirements of overhanging tree branches)

Mr. Spavento (Tape Time: 0:59:52) asked if there were any other audience comments or Supervisor's comments. There were no other comments. Mr. Spavento had one comment stating that some erroneous information was posted on Facebook relating to himself and that he is not a current Board member of any HOA at this time.

Ms. Hagen (Tape Time: 1:03:00) also made a few comments relating to the news page for Facebook which has the Envera schedule on it.

DIRECTION: The Board directed staff to: (Tape Time: 1:03:30)

- Investigate tree branch overhanging road hitting vehicles at Navajo Terrace and report it to code enforcement if it's a dangerous condition*
- Have Audience Comments line item on the agenda reflect Supervisors Comments (not Supervisors Responses)*
- Follow up with Envera to check if they are on target with timeline scheduling or provide a reason for updates*
- T. Hagen requested staff to find how much it would cost for GMS to manage certain levels of authority for the District's website*

4. Staff Reports

Mr. Spavento asked for Mr. Pawelczyk's staff report. (Tape Time: 1:05:07)

A. Attorney – Memorandum on 2023 Legislative Update

Mr. Pawelczyk (Tape Time: 1:05:12) briefly explained a couple of the items relating to the 2023 legislative update on updating agreements, contractor punch list requirements, public records exemptions relating to fire safety plans, security plans, etc. He also reminded the Board members about the upcoming ethics training starting January 2024.

B. Engineer

Mr. Spavento asked (Tape Time: 1:12:00) Mr. Geiger to present his engineering updates.

Mr. Geiger (Tape Time: 1:12:00) stated he had emailed his agenda items to management but, they did appear to make it in the agenda. He said he would keep his report brief stating he was still having difficulty getting companies to respond for the structural inspections of the docks. He commented that he was out on vacation for 10 days and once he returned, he tried following up with some of those companies but, no one was answering their phones. A lot of the firms were looking at it as a very small job that they didn't want to take on but, he did still have the one proposal from Lakdas/Yohalem Engineering, and he would have to reach back out to them to see if the proposal was still valid for the 2 docks structural inspections. Mr. Geiger stated the other route to take would be to go to marine engineering companies but, they would sell their own complete package of inspecting, repairing, and follow-up, and those companies would be difficult to get for this particular project. Mr. Geiger stated he spoke to a traffic engineer regarding the traffic calming issue at Indian Key where people were doing donuts. He then stated that the best solution would be to check with the City of Margate to determine if there was a requirement for fire trucks to turn around in that location and therefore the minimum turning radius that would be needed there. Mr. Geiger said he would reach out to the City of Margate and bring back the answers in order to determine whether the size of the intersection could be reduced. He also stated

he would not be available for the September or October CDD meetings due to taking required courses to update his engineering license on Thursday nights; however, a representative from his company would be available if needed to attend.

(At this point (Tape Time: 1:13:32) a discussion was held among the Board members and Mr. Geiger relating to his report)

DIRECTION: The Board directed Mr. Geiger to (Tape Time: 1:17:49) bring back costs related to lake docks on a summary spreadsheet for all three facilities, and to obtain the engineer evaluation repair proposals for the clubhouse and Peninsula Park lake docks.

C. Treasurer

1) Approval of Check Run Summary and Invoices

Mr. Spavento asked for any questions, or a motion to approve the financials.

(Tape Time: 1:32:15)

ACTION:	Approve Check Run Summary and Invoices
RESULT:	Check Run Summary and invoices were approved
MOVER:	Tina Hagen
SECONDER:	John Hall
AYES:	All in favor
Tape time: 1:32:18	

2) Combined Balance Sheet, Statement of Revenues and Expenditures

A copy of the Combined Balance Sheet and Statement of Revenues and Expenditures were enclosed.

Mr. Spavento (Tape Time: 1:33:00) asked Mr. Pawelczyk what the \$11,680 charge was for from his firm dated June 30, 2023.

Mr. Pawelczyk stated (Tape Time: 1:33:10) he would need to see the actual invoice, which he did not currently have with him but, it was probably a two-month

charge for services because they were late in submitting one of the invoices. Ms. Hagen supplied the invoice to Mr. Pawelczyk who confirmed his explanation.

D. Field Manager

1) Monthly Report

Mr. Spavento asked Mr. Padilla for the monthly report. (Tape Time: 1:34:54)

Mr. Burgess (Tape Time: 1:34:58) gave a brief update on a few items listed on the standard punch list which was included as Attachment A in the agenda package.

Mr. Spavento (Tape Time: 1:36:26) commented on an item listed under Board requests stating there might have been a misunderstanding on the item "Chairman to contact City of Margate regarding docks". He stated he never was going to contact the City of Margate; he was going to contact one of the Margate supervisors because they owned a construction business, so it had nothing to do with the City of Margate. Mr. Spavento also stated he did contact that gentleman but, that gentleman was in the same position as other vendors; that is, he didn't have specs to work against, so he would not be able to supply any kind of a price.

Mr. Mizusawa (Tape Time: 1:37:52) stated just for clarity there were a couple of items on the list concerning internet access and so forth, which showed the cancellation of the AT&T fiber optic service, which was completed. Then further down on the list it showed the AT&T equipment was already returned so there should be no liability for not having returned the equipment. He also stated that he saw the invoices and that there were some errors from AT&T overcharges based on the day they cut off service. He therefore concluded that we shouldn't be paying those AT&T charges and that Comcast also had some invoice issues.

Mr. Padilla stated (Tape Time: 1:38:51) he would follow up with the accountant (Jennifer) regarding the AT&T and Comcast credits.

(At this point (Tape Time: 1:39:26) a discussion was held among the Board members and staff relating to a few items on the Field Manager's report)

Mr. Padilla (Tape Time: 1:42:01) gave a few additional updates on some of the items listed on the field manager's report at this time and also stated the Light Er Up agreement was executed, and an invoice would be forthcoming for the deposit.

(At this point (Tape Time: 1:49:47) a discussion was held among the Board members and staff relating to a few items on the Field Manager's report)

DIRECTION: The Board directed staff to: (Tape Time: 1:50:38)

- Get Solitude additional debris pickup proposal*
- Knox Lock to be installed at Indian Key and Las Brisas empty lots, pool hour signage at Fay's Cove, Peninsula Park, and the Clubhouse*
- Email T. Hagen with website updates for posting on the News page*
- Order additional signage changes to hours including immediate tow signs for empty lots, the pool hours signage, the park hours signage, etc.*
- Obtain gazebo proposals for Peninsula Park and then add to the bottom of Major Projects list*
- Report 6727 Saltaire Terrace to Code Enforcement for not obtaining permit for apron/driveway*
- Divers to inspect drainage pipe and concrete blocks at 6474 Buena Vista Drive*

2) Revised Capital Improvements Enhancements Projects Ranking – FY2023-2024

Ms. Hagen (Tape Time: 2:09:59) stated that she believed that item No. 2, revised capital improvement projects ranking was put back on the agenda because there were some projects that needed to be added as prerequisites and/or had incorrect categories, such as the docks, and the priorities needed to be revisited. Ms. Hagen also questioned to what extent the tennis courts were being used, and, depending on the frequency of usage, whether one of them might be able to be converted to a pickleball court, if possible.

(At this point (Tape Time: 2:11:12) a discussion was held among the Board members and staff relating to Ms. Hagen's comments).

- 3) Peninsula Park Pool Resurface Proposal with Sun Blue Pool Services**
- 4) Peninsula Park Pool Resurface Proposal with Shamrock Pool Services, Inc.**

Mr. Spavento (Tape Time: 2:15:16) moved on to items No. 3 and 4 for the Peninsula Park pool resurfacing proposals.

Ms. Hagen (Tape Time: 2:15:44) stated the Sun Blue proposal was for \$30,595 and the one from Shamrock was \$49,000 plus an additional \$18,200.

Mr. Hall (Tape Time: 2:15:54) stated the one from Sun Blue said Cape Drive, which is only for one pool, Peninsula Park.

Mr. Burgess (Tape Time: 2:16:02) stated both proposals were for Peninsula Park.

(At this point (Tape Time: 2:16:05) a discussion was held among the Board members and staff relating to the proposals)

DIRECTON: The Board directed staff to obtain at least one more proposal, to additionally solicit a proposal from a vendor being referred by Mr. Hall, and bring all of these additional proposals back to the next Board meeting.

E. CDD Manager

1) Approval of the Minutes of the July 13, 2023 Meeting

Mr. Spavento asked (Tape Time: 2:28:40) for a motion to approve the minutes.

ACTION:	Approve Minutes of the July 13, 2023 Meeting
RESULT:	The July 13, 2023 meeting minutes were approved
MOVER:	Tina Hagen
SECONDER:	George Mizusawa
AYES:	All in favor
Tape time: 2:28:42	

2) Update on Money Market Account with BankUnited

Mr. Spavento (Tape Time: 2:28:54) moved to item No. 2 and asked for an update on this item.

Ms. Hagen (Tape Time: 2:28:57) stated there were forms in front of the Board members for the money market account for BankUnited. The transfer to this new bank had not yet been done because the Bank had not yet been provided with these needed signature cards. Ms. Hagen therefore requested that the Board members fill out the forms, preferably by the end of the meeting, and provide them to management so that the account can be opened.

(At this point (Tape Time: 2:29:27) a discussion was held among the Board members and staff relating to this item)

5. New Business

A. Consideration to Continue Allowing Turtle Run CDD to Hold their Board Meetings on the Last Monday of each Month for Fiscal Year 2024

Mr. Spavento (Tape Time: 2:31:56) moved to item No. 5A under new business, continuing to allow Turtle Run CDD to hold their Board meetings on the last Monday of each month for fiscal year 2024 at the Coral Bay clubhouse.

(At this point (Tape Time: 2:32:00) a discussion was held among the Board members and staff relating to this item)

DIRECTON: The Board agreed to let Turtle Run CDD continue their monthly Board meetings for the 2024 fiscal year and charge a \$100 fee for each meeting.

ACTION:	To continue to allow Turtle Run CDD to hold their monthly CDD Board meetings on the last Monday of each month at the Coral Bay Clubhouse for Fiscal Year 2024 for a \$100 fee per meeting
RESULT:	Turtle Run CDD was approved to use the Coral Bay Clubhouse Meeting Room for the 2024 Fiscal Year on the last Monday of each month for a \$100 fee per meeting

MOVER:	Tina Hagen
SECONDER:	George Mizusawa
AYES:	4 in favor; 1 opposed (T. Spavento)
Tape time: 2:38:10	

**B. Consideration of First Amendment to
GMS-SF Management Agreement**

Mr. Spavento (Tape Time: 2:40:02) moved to item B under new business, first amendment to GMS-SF Management Agreement.

Mr. Pawelczyk (Tape Time: 2:40:12) gave a brief explanation of the first amendment to the GMS-SF Management Agreement stating there were no provisions in the amendment for any increases in cost to the CDD; that it was just to update some of the requirements per the Florida Statutes, and that GMS was currently updating all of their District management agreements with all of their CDD clients. Mr. Pawelczyk also stated he helped draft the amendment and reviewed it as well, and the revisions that were done were the sections covering notice provisions, indemnification provisions, insurance requirements, the financial advisor disclaimer, the E-Verify language, and the public records.

(At this point (Tape Time: 2:42:16) a Q&A session was held among the Board members and staff relating to this item)

ACTION:	Approve the First Amendment to GMS-SF Management Agreement
RESULT:	The First Amendment to GMS-SF Management Agreement was approved
MOVER:	Tina Hagen
SECONDER:	John Hall
AYES:	All in favor

Tape time: 2:44:33

C. Discussion of 3336 Seabreeze Land Vehicles Parking on Unpaved District Property on Buena Vista Drive and South Wind Lane – Tina Hagen

Mr. Spavento (Tape Time: 2:44:47) moved to item C and asked Ms. Hagen for an update on this item.

Ms. Hagen (Tape Time: 2:44:48) stated that she had questioned the use of the grassy area outside of the fence for parking, given the rules that the District has for the other grassy CDD-owned property in other areas of Coral Bay. She then gave a brief explanation of the history of this parcel, stating that many years ago this homeowner had entered into a landscape encroachment agreement covering CDD-owned property that abutted the fence on the side of their house and ran to the corner of the street. The signed encroachment agreement enabled them to move the fence forward, causing the majority of that CDD-owned property to now be enclosed within the fence delineating their back yard, and the remainder of the CDD-owned grassed area outside of their relocated fence that they were supposed to keep as a landscaped area. She then stated that the owners were parking their cars on that grassy strip which is outside the fence line and is CDD-owned property. She is therefore questioning whether the encroachment agreement has any effect that would negate having that portion of the CDD-owned property that is outside the fence subject to the same rules and regulations as the other grassy CDD-owned areas.

(At this point (Tape Time: 2:46:41) a discussion was held among the Board members and staff relating to this item)

DIRECTION: The Board requested Mr. Pawelczyk to review the encroachment agreement with that particular address & folio #, and report back to the Board at the next meeting. Also, remove T. Hagen's name from this particular agenda item #5C going forward.

D. 2023 Coral Bay Special Duty Detail Agreement Renewal

Mr. Spavento (Tape Time: 2:51:08) moved to item D under new business, 2023

Coral Bay special duty detail agreement renewal.

Mr. Pawelczyk (Tape Time: 2:51:17) stated the agreement in the agenda was not the renewal agreement, the city never provided one but, for some reason, Coral Bay has to go back to the City of Margate and change the agreement every year in accordance with what they approved in prior years for the CDD. Mr. Pawelczyk also stated this renewal agreement would be subject to the implementation of District counsel's comments.

(At this point (Tape Time: 2:51:50) a discussion was held among the Board members and staff relating to this item)

ACTION:	Approve the 2023 Coral Bay Special Duty Agreement Renewal
RESULT:	The 2023 Coral Bay Special Duty Renewal Agreement was approved subject to District Counsel's review and comments
MOVER:	John Hall
SECONDER:	George Mizusawa
AYES:	All in favor
Tape time: 2:54:03	

E. Public Records Request from Margate for Emergency Towing – Ron Gallucci

Mr. Spavento (Tape Time: 2:54:21) moved to item E and asked Mr. Gallucci for an update.

Mr. Gallucci (Tape Time: 2:54:17) stated there were a lot of people on social media talking about the City of Margate having a file of cases about the towing company

being used for Coral Bay to tow cars, and if the Board wanted to obtain the information, they could request the records from the City of Margate for 10 cents a page.

(At this point (Tape Time: 2:54:54) a discussion was held among the Board members and staff relating to this item. No action was taken or given by the Board.)

F. Perimeter Wall Tree Removal Project Letter

Mr. Spavento (Tape Time: 2:59:14) moved to item F and stated this item was already approved earlier at this meeting.

G. Direction for Margate Police Department to Cite Vehicles Blocking District Sidewalks – Ron Gallucci and John Hall

Mr. Spavento (Tape Time: 2:59:14) moved to item G and asked Mr. Gallucci to give an update on this item.

Mr. Gallucci (Tape Time: 2:59:25) gave a brief explanation of this item stating the officer in charge of this particular detail was requesting direction from the Board if they wanted him to start writing tickets because he didn't really want to give out tickets and take time away from his detail.

(At this point (Tape Time: 3:00:14) a discussion was held among the Board members and staff relating to this item)

ACTION:	Authorizing Margate Police Department to cite vehicles blocking District sidewalks
RESULT:	Authorizing Margate Police Department to cite vehicles blocking District sidewalks after one warning is issued was approved
MOVER:	John Hall
SECONDER:	Tina Hagen
AYES:	All in favor
Tape time: 3:03:54	

H. Fall Community Pressure Cleaning

1) Estimates with People’s Choice Pressure Cleaning, Inc.

Mr. Spavento (Tape Time: 3:04:08) moved to item H, estimates with People’s Choice Pressure Cleaning.

(At this point (Tape Time: 3:06:24) a discussion was held among the Board members and staff relating to this item) (Mr. Padilla stated he requested another company to submit their proposal but, it was not received in time)

ACTION:	To approve the estimates with People’s Choice Pressure Cleaning, Inc.
RESULT:	People’s Choice Pressure Cleaning, Inc., estimate was approved as presented in the agenda with the removal of the \$500 charge for Peninsula Park and subject to a signed agreement.
MOVER:	Tina Hagen
SECONDER:	John Hall
AYES:	All in favor
Tape time: 3:10:00	

I. Discussion to Approve Anzco Invoices and Extra Work Orders for Peninsula Park Lighthouse Tower Repairs

- 1) Invoice for Lighting Protection, Structure Repairs, and Painting**
- 2) Additional Invoices**
- 3) Invoice for Final Permit Fee**
- 4) Certification of Completion**

Mr. Spavento (Tape Time: 3:11:10) moved to item I, discussion to approve Anzco invoices and extra work orders for Peninsula Park lighthouse tower repairs.

(At this point (Tape Time: 3:11:46) a discussion was held among the Board members and staff relating to the Anzco invoices and extra work orders)

ACTION:	Authorizing to approve Anzco invoices and extra Work Orders for Peninsula Park Lighthouse Tower repairs
RESULT:	The Anzco invoices and extra Work Orders for Peninsula Park Lighthouse Tower repairs were approved
MOVER:	George Mizusawa
SECONDER:	Tina Hagen
AYES:	4 in favor, 1 opposed (J. Hall)
Tape time: 3:35:04	

6. Old Business

A. Discussion of:

1) Setting District/Facilities Rules Public Meeting

2) Update on Prosecution of Gate Hit Claims in Small Claims Court – Tina Hagen

Mr. Spavento (Tape Time: 3:38:08) moved to item A under old business, setting District facilities rules public meeting, and asked if there were any proposed dates for this meeting.

(At this point (Tape Time: 3:38:21) a discussion was held among the Board members and staff relating to this item and the advertisement requirements)

DIRECTON: The Board directed staff to set the Rules Public Meeting for October 12, 2023, at 7:00 p.m. at the Coral Bay Recreation Center.

Mr. Spavento (Tape Time: 3:39:30) moved on to update on prosecution of gate hit claims in small claims court and asked Ms. Hagen for her comments.

Ms. Hagen (Tape Time: 3:39:32) stated that she reviewed the report that Mr. Burgess sent the Board, which itemized the gate hits from January through August, and she noticed there were a few people that had multiple entries on the report. She stated

if the Board wanted to take a look at the costs, and who was not responsive, she suggested starting with the ones she had pointed out in the report.

Mr. Burgess (Tape Time: 3:40:26) also made a few comments relating to some of the entries Ms. Hagen had addressed and stated that some of the people on the list had responded to him but others did not. Ms. Hagen requested Mr. Burgess to update the list and provide it to the Board.

B. IGM – Innovation Grounds Management:

- 1) Community Landscape Subdivisions Monuments – Proposal to Install New Plant Material**
- 2) Update on:**
 - a) Moving August Flower Rotation to May – Replacing Dead Flowers Due to Rainy Weather**
 - b) Dennis Baldis Memorial Garden**
- 3) Lifted Wall Sections from Homeowner Trees – Proposal to Remove Trees**
 - a) Service Estimate & Proposal with ITM – Innovation Grounds Management**
 - b) Proposal with BrightView Landscape Services, Inc.**
- 4) Irrigation Times**

Mr. Spavento (Tape Time: 3:41:20) moved on to item B under old business, IGM, and stated these items were already discussed and addressed earlier at this meeting.

C. Update to:

- 1) Upgrade of Facility Pools Lights for Night Swimming**
 - a) Proposal with Eagle Group Inc.**
 - b) Proposals with Green Light Energy Systems:**
 - I. #07050223-A – Clubhouse Pool**
 - II. #07050223-B – Fay’s Cove**
 - III. #07050223-C – Peninsula Pool**
 - IV. Light Fixture**
 - V. Generic Preliminary Photometric Study at**

18ft

c) Quote 10-Q124386 with Led are Us

Mr. Spavento (Tape Time: 3:41:23) moved to item C under old business, proposals for upgrade of 3 facility pool lights for night swimming submitted by Eagle Group Inc., Green Light Energy Systems, and Led are Us and stated there was a large difference between their prices.

(At this point (Tape Time: 3:41:49) a discussion was held among the Board members and staff relating to the proposals listed above)

ACTION:	Approving all 3 Green Light proposals and a request to use bronze color if available
RESULT:	The 3 proposals from Green Light Energy Systems were approved and request to see if they have a bronze color to match the existing pole lights, if not move forward with black
MOVER:	John Hall
SECONDER:	Tina Hagen
AYES:	All in favor
Tape time: 3:47:47	

D. Update on Polling Location License Agreement for Upcoming Elections

Mr. Spavento (Tape Time: 3:50:08) moved to item D, update on polling location license agreement and asked Mr. Padilla to give his update.

Mr. Padilla (Tape Time: 3:50:18) gave a brief update on this item stating it was forwarded to their legal department and he is still waiting to hear back, he also sent a follow-up email and was waiting on their response.

E. Changing from Paper Agendas to Tablets

Mr. Spavento (Tape Time: 3:50:32) moved to item E, changing from paper agendas to tablets, and asked if anyone had any comments on this item. Mr. Spavento stated, for himself, he would request a paper agenda.

(At this point (Tape Time: 3:50:56) a discussion was held among the Board members and staff relating to this item)

DIRECTION: The Board directed staff to keep the paper agendas – Mr. Mizusawa does not need one, and Mr. Gallucci only wants the pages printed in black and white.

7. Adjournment

ACTION:	Adjourn the meeting
RESULT:	Meeting adjourned at 10:56 p.m.
MOVER:	George Mizusawa
SECONDER:	Tina Hagen
AYES:	All in favor
Tape time: 3:55:55	

Secretary/Assistant Secretary

Chairman/Vice Chairman

RESOLUTION 2023-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CORAL BAY COMMUNITY DEVELOPMENT DISTRICT ESTABLISHING AN ELECTRONIC SIGNATURE POLICY, PROVIDING DISTRICT MANAGER WITH AUTHORITY AND RESPONSIBILITY FOR APPROVAL OF ELECTRONIC SIGNATURES AND IMPLEMENTATION OF CONTROL PROCESSES AND PROCEDURES TO ENSURE COMPLIANCE, INTEGRITY, AND SECURITY, IN ACCORDANCE WITH CHAPTER 688, FLORIDA STATUTES; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the Coral Bay Community Development District (the “District”), is a local unit of special-purpose government established and existing in accordance with the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes, as amended (the “Act”); and

WHEREAS, the Board of Supervisors of the District (the “Board”) regularly directs the District Manager of the District to execute and accept certain documents on behalf of the District and it is customary for certain documents to be transmitted via electronic means endorsed with electronic signatures; and

WHEREAS, consistent with Chapter 688, Florida Statutes, the District is responsible for adopting and implementing control processes and procedures to ensure adequate integrity, security, confidentiality, and auditability of business transactions conducted using electronic commerce; and

WHEREAS, the District Board of Supervisors finds that it is in the best interest of the District to enact a policy pertaining to the use and receipt of electronic signatures.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CORAL BAY COMMUNITY DEVELOPMENT DISTRICT, AS FOLLOWS:

Section 1. The foregoing recitals are hereby incorporated as findings of fact of the Board.

Section 2. The Board hereby establishes and adopts the “Electronic Signature Policy,” as follows:

ELECTRONIC SIGNATURE POLICY

PURPOSE: The purpose of this policy is to establish and identify the criteria and requirements for the use and validation of electronic signatures on documents on behalf of and for District business in accordance with Chapter 688, Florida Statutes, “Electronic Signature Act”.

DEFINITIONS:

Electronic means technology having electrical, digital, magnetic, wireless, optical, electromagnetic or similar capabilities.

Electronic record means a record created, generated, sent, communicated, received, or stored by electronic means.

Electronic signature means any letters, characters, or symbols, manifested by electronic or similar means, or logically associated with a record and that is executed or adopted with the intent to sign the record.

Electronic transaction means a transaction that is conducted or performed, in whole or in part, by electronic means or electronic records.

Record means information that is inscribed on a tangible medium or that is stored in an electronic or other medium and that is retrievable in perceivable form.

POLICY: This policy applies to any Electronic transaction that is a replacement for or complement to handwritten signatures on any record of or for the District, including, but not limited to, contracts, agreements, official minutes, bids, proposals and resolutions. Any Electronic record or Electronic signature may not be denied legal effect or enforceability solely because the record or signature is in electronic form. This policy does not limit the District’s right or option to require original signatures or Records in a non-electronic format as the District deems necessary or as required by applicable policies, laws or regulations.

PROCEDURE: When a document containing an Electronic signature is signed, transmitted and received the following requirements must be met:

1. The Electronic signature must establish sender/user authenticity. The electronic signing of a document by an individual must be accompanied by documentation that shows that the signer is the individual signing the document and the individual that has the authority to bind the entity entering into an agreement or contract with the District.

2. If a document has been modified or changed, the prior Electronic signature is invalid and said document requires another Electronic signature or shall be signed by hand. This is to prevent any issue that a document has been changed after it is signed.

3. The District Manager, or his or her designee, has the authority and responsibility for approval of any Electronic signature method utilized and shall be responsible for the implementation of control processes and procedures to ensure adequate integrity, security,

confidentiality, and auditability of District business transactions conducted using electronic methods.

4. The Electronic signature shall include the entire name of the individual and shall be located on or near the signature block on the document being electronically signed.

5. The date of the Electronic signature must be captured, stored, and available for retrieval for the required retention period of the document executed.

6. The Electronic record must be transmitted to all parties in a format acceptable to the District Manager, or his or her designee.

Section 3. The District Manager is hereby directed to take all actions necessary and consistent with the intent of this Resolution.

Section 4. All resolutions or parts of resolutions in conflict herewith are repealed to the extent of such conflict.

Section 5. If any clause, section or other part or application of this Resolution is held by a court of competent jurisdiction to be unconstitutional, illegal or invalid, in part or as applied, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 6. The Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2023.

**CORAL BAY COMMUNITY
DEVELOPMENT DISTRICT**

Print Name: _____
Secretary / Assistant Secretary

Print Name: _____
Chairman/Vice Chairman

RESOLUTION 2023-09

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CORAL BAY COMMUNITY DEVELOPMENT DISTRICT PROVIDING FOR THE APPOINTMENT OF A RECORDS MANAGEMENT LIAISON OFFICER; PROVIDING THE DUTIES OF THE RECORDS MANAGEMENT LIAISON OFFICER; ADOPTING A RECORDS RETENTION POLICY; DETERMINING THE ELECTRONIC RECORD TO BE THE OFFICIAL RECORD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Coral Bay Community Development District (the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, Chapter 190, *Florida Statutes*, authorizes the District to adopt rules to govern the administration of the District and to adopt resolutions as may be necessary for the conduct of District business; and

WHEREAS, Section 257.36(5), *Florida Statutes*, requires the District to establish and maintain an active and continuing program for the economical and efficient management of records and to provide for the appointment of a records management liaison officer (“Records Management Liaison Officer”); and

WHEREAS, the District desires for the Records Management Liaison Officer to be an employee of the District or an employee of the District Manager; and

WHEREAS, the District desires to authorize the District’s records custodian to appoint a Records Management Liaison Officer, which may or may not be the District’s records custodian; and

WHEREAS, the District desires to prescribe duties of the Records Management Liaison Officer and provide for the assignment of additional duties; and

WHEREAS, the District’s Board of Supervisors (“Board”) finds that it is in the best interests of the District to adopt by resolution a records retention policy (the “Records Retention Policy”) for immediate use and application.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE CORAL BAY COMMUNITY DEVELOPMENT DISTRICT, THAT:

SECTION 1. The District hereby authorizes the District’s records custodian to appoint a Records Management Liaison Officer and report such appointment to the appropriate State of Florida agencies. A Records Management Liaison Officer shall be an employee of the District or the District Manager. The Board, and the District’s records custodian, shall each have the individual power to remove the Records Management

Liaison Officer at any time for any reason. Immediately following the removal or resignation of a Records Management Liaison Officer, the District's records custodian shall appoint a replacement Records Management Liaison Officer.

SECTION 2. The duties of the Records Management Liaison Officer shall include the following:

- A.** Serve as the District's contact with the Florida Department of State, State Library and Archives of Florida;
- B.** Coordinate the District's records inventory;
- C.** Maintain records retention and disposition forms;
- D.** Coordinate District records management training;
- E.** Develop records management procedures consistent with the Records Retention Policy, as amended as provided herein;
- F.** Participate in the development of the District's development of electronic record keeping systems;
- G.** Submit annual compliance statements;
- H.** Work with the Florida Department of State, State Library and Archives of Florida to establish individual retention schedules for the District, from time to time and as may be necessary; and
- I.** Such other duties as may be assigned by the Board or the District's records custodian in the future.

SECTION 3. The District hereby adopts as its Records Retention Policy the applicable provisions of Section 257.36(5), *Florida Statutes*, the rules adopted by the Division of Library and Information Services of the Department of State ("Division") pursuant to Section 257.36, *Florida Statutes*, and the General Records Schedules established by the Division. However, the District will retain certain records longer than required by the General Records Schedules established by the Division as set forth in Exhibit A. To the extent the above statute, rules or schedules are amended or supplemented in the future, the District's Records Retention Policy shall automatically incorporate such amendment or supplement provided that such automatic amendment shall not reduce the retention times set forth in Exhibit A. The Records Retention Policy shall remain in full force and effect until such time as the Board amends the Policy.

SECTION 4. In accordance with Section 668.50, Florida Statutes, and Section 119.01, Florida Statutes, the Board finds that the electronic record shall be considered the official record and any paper originals are hereby duplicates which may be disposed of unless required to be preserved by any applicable statute, rule or ordinance.

SECTION 5. If any provision of this resolution is held to be illegal or invalid, the other provisions shall remain in full force and effect.

SECTION 6. This Resolution shall become effective upon its passage; shall replace, supplant, and supersede any prior policy or resolution of the District regarding records retention; and shall remain in effect unless rescinded or repealed.

PASSED AND ADOPTED at a meeting of the District Board of Supervisors, this ____ day of _____, 2023.

ATTEST:

**CORAL BAY COMMUNITY
DEVELOPMENT DISTRICT**

Print name: _____
Secretary / Assistant Secretary

Print name: _____
Chairperson, Board of Supervisors

Exhibit A: Amendments to General Records Schedules Established by the Division

Exhibit A

Amendments to General Records Schedules established by the Division

ADVERTISEMENTS: LEGAL (Item #25)

The District shall retain mailed and published legal advertisements, and corresponding affidavits, relating to proceedings under uniform method of collection of debt assessments permanently. The District shall retain mailed and published legal advertisements, and corresponding affidavits, relating to the levy of assessments securing bonds for five (5) fiscal years provided applicable audits have been released, or until three (3) calendar years after related bonds are redeemed, whichever is later.

AUDITS: INDEPENDENT (Item #56)

The District shall retain the record copy of independent audits for ten (10) fiscal years or until three (3) calendar years after all related bonds are redeemed, whichever is later.

DISBURSEMENT RECORDS: DETAIL (Item #340)

The District shall retain the record copy of disbursement records relating to the use of bonds for five (5) fiscal years provided applicable audits have been released or until three (3) calendar years after related bonds are redeemed, whichever is later.

DISBURSEMENT RECORDS: SUMMARY (Item #341)

The District shall retain the record copy of disbursement records relating to the use of bonds for ten (10) fiscal years provided applicable audits have been released or until three (3) calendar years after related bonds are redeemed, whichever is later.

FINANCIAL REPORTS: LOCAL GOVERNMENT ANNUAL REPORTS (Item #107)

The District shall retain the record copy of disbursement records relating to the use of bonds for ten (10) fiscal years provided applicable audits have been released or until three (3) calendar years after all related bonds are redeemed, whichever is later.

INCIDENT REPORT FILES (Item #241)

The District shall retain incident reports for five (5) anniversary years from the date of the incident.

MINUTES: OFFICIAL MEETINGS (PRELIMINARY/AUDIO RECORDINGS/VIDEO RECORDINGS) (Item #4)

The District shall retain audio recordings of board of supervisor meetings for five (5) calendar years after adoption of the official minutes.

PROJECT FILES: CAPITAL IMPROVEMENT (Item #136)

The District shall retain the record copy of project files for projects funded with bonds for ten (10) fiscal years after completion of the project provided applicable audits have been released or until three (3) calendar years after all related bonds are redeemed, whichever is later.

REAL PROPERTY RECORDS: CONDEMNATION/DEMOLITION (Item #364)

The District shall retain the record copy of project files for condemnation/demolition projects funded with bonds for five (5) anniversary years after final action or until three (3) calendar years after all related bonds are redeemed, whichever is later. The record copy of deeds and easements shall be kept permanently.

REAL PROPERTY RECORDS: PROPERTY ACQUIRED (Item #172)

The District shall retain the record copy of documents related to property acquisitions funded with bonds for three (3) fiscal years after final disposition of the property provided applicable audits have been released or until three (3) calendar years after all related bonds are redeemed, whichever is later. The record copy of deeds and easements shall be kept permanently.

From: John Hall <jwhallchip@msn.com>
Sent: Tuesday, August 22, 2023 9:54 AM
To: Julio Padilla <jpadilla@gmssf.com>; Patrick Burgess <pburgess@gmssf.com>; Juliana Duque <jduque@gmssf.com>; Rich Hans <rhans@gmssf.com>
Subject: Fw: Islamorada Resident

I just wanted to make sure that the homeowner sent this to management as well as the board. I will speak to the homeowner myself. Maybe we should discuss this at the next meeting as a possible place for a speed hump.

Also, I am seeing new "donuts" at the entrances of Indian Kay and Islamorada. Why are we not installing/hiding the new remote camera and catching the person(s) doing this? Isn't that what we purchased the camera for?

John

From: gerriann519 <gerriann519@aol.com>
Sent: Monday, August 21, 2023 8:38 PM
To: jhall@coralbaycdd.com <jhall@coralbaycdd.com>
Subject: Islamorada Resident

We seem to have an issue with people using west Buena Vista as a cut thru road in Islamorada and driving 50-70mph down the road, including one guy driving his motorcycle 50mph on the sidewalk. They are going to kill someone. They are coming from one of the developments upfront. This has got to stop.

My neighbors and I have put put Green slow down me on our driveways, yet they ignore.

Please do something about this.

Thank you

[REDACTED]

Sent from Samsung Galaxy smartphone.

(954) 463-0361

(954) 566-0698

(954) 566-6406 Fax

MacDONALD'S FLOORING

9261

3184 NORTHEAST 12TH AVENUE
FORT LAUDERDALE, FLORIDA 33334

www.macdonaldsflooring.com

macfloor22@aol.com

DATE 8/24 2023

SOLD TO: GMS
3101 South Bay Drive
Margate, Fl

A SERVICE CHARGE OF 1½% PER MONTH (18% ANNUALLY) WILL BE ADDED TO ALL PAST DUE INVOICES

SALESMAN <i>Steve Gull</i>	SHIP HOW	TERMS <i>1/2 Down Bal. C.O.D.</i>		
DESCRIPTION		UNIT PRICE	TOTAL	
<i>Two Rooms with closets - Tear out existing carpet and dispose of all off site. (Small prep.)</i>		<i>123 sqyds</i>	<i>\$ 5.00</i>	<i>\$ 615.00</i>
<i>Supply and install Pro Fusion Carpet Tiles 24" x 24" Quarter turned color Plethora #520</i>		<i>123 sqyds</i>	<i>\$ 27.00</i>	<i>\$ 3321.00</i>
<i>Carpet Materials</i>		<i>123 sqyds</i>	<i>\$ 15.00</i>	<i>\$ 1845.00</i>
<i>Carpet Labor</i>		<i>123 sqyds</i>	<i>\$ 15.00</i>	<i>\$ 1845.00</i>
<i>tax # on file</i>				<i>\$ 5,781.00</i>
<i>Deposit required</i>				<i>-\$ 2890.50</i>
<i>Balance on Completion</i>				<i>\$ 2890.00</i>
<i>Thank you! Steve Gull</i>				

Carpet installation does not include the cutting and refitting of doors, therefore we are not liable and do not cut and refit doors. Prior arrangement should be made.

THIS IS YOUR INVOICE

TOTAL

Customer's signature _____

Good afternoon John,
I hope your wife is better.

As requested, this email trend will be on the September agenda to discuss at the meeting.

Thank you for once again letting us know your concerns Please note that we have taken direction from the Board, when the Board has provided direction, including Board approval proposals. We have also provided updates to the board regarding the IGM items that are not getting done. In addition, we will follow up with obtaining the information you are requesting. However, as requested, we will discuss this at the Board meeting.

Thank you,

Julio Padilla, Field Manager

Governmental Management Services South FL, LCC- GMS -SF, LLC

5385 N. Nob Hill Road | Sunrise, FL 33351

office: 954-721-8681 ext. 213 | mobile: 786-352-1110 | fax: 954-721-9202

email: jpadilla@gmssf.com | web: <http://www.govmgtsvc.com>

Board members should not "reply to all" in order to maintain compliance with the Sunshine Laws

From: John Hall <jwhallchip@msn.com>

Sent: Monday, September 4, 2023 6:56 PM

To: Julio Padilla <jpadilla@gmssf.com>; Patrick Burgess <pburgess@gmssf.com>; Juliana Duque <jduque@gmssf.com>; Rich Hans <rhans@gmssf.com>

Subject: Re: Why can't we get things done?

Julio,

Thank you for responding to my email. I wanted to answer you earlier but I had mt wife in the hospital Wednesday through Friday and was there most of the time. I was really not happy with many of the answers and I will explain.

The district spent over two million dollars building the wall years ago and that fact that I reported the damage to the district 18 - 24 months ago and we only received a proposal at our August 10, 2023 meeting is not acceptable. I know government moves slow but not that slow. The damage to the wall has gotten worse and will continue to get worse as we continue the process. We will be lucky if the trees are removed this calendar year.

The spike at the tot lot was reported months and months ago and was a safety hazard but was only removed a few days ago. The power wire from the tot lot lights is still hanging down today. Is some child going to have to get injured or electrocuted before week do something. If FP&L won't do anything we either close the park or hire an electrical company to take care of it.

The Dennis Baldis memorial garden is taking was too long. Dennis passed away on December 26th, 2022. Today I noticed that the edging that Tony said was going to be installed has not been done and there are spray paint markings on the grass like another walkway in going to be added but we, the board know nothing.

IGM was here yesterday and the vacant lot at Indian Key once again was not edged. It's not too bad since Julio made them edge it after I sent the first email. The vines on the wall separating the Fay's Cove pool and the Fay's Cove house next door were finally trimmed at the top of the wall but not on the top of the wall nor the homeowner's side of the wall. Now the homeowner is upset and feels like the CDD is ignoring his requests. He says the wall is "his" wall and he is going to check his survey and if he finds that it is his wall, he wants the CDD to remove all of the vines on the pool side of the wall, clean and repaint both sides of the wall. We need to check the survey and find out for ourselves who owns the wall. It is attached to his house and appears to be on his property but I would like staff to check our records so we know . The tree that has a couple of branches touching his roof we still not cut. We don't need a proposal, we not trimming the complete tree, they just have to cut 2 or 3 branches so they are 8 to 10 feet away from the roof.

If you have noticed them breaking all of the time and had to get them repaired often, why did we allow them to get out of warranty to decide to look for alternative latches. What was the date of installation? The problem is not just the latches, the gates are not aligned properly and were never aligned properly and the vendor never took care of repairing them properly.

I do not think the plaster repairs were done properly. I will go this week and take pictures. I do not want anyone hired to show me the light lowering system and how it works, I just want to know that it is there and working. I just stated that I did not see any lowering system and would like someone to show me whatever they can from the ground. Please send me the pool cleaning/servicing schedule so I can see the pools right after they are cleaned.

Again, I have been discussing the blocking of sidewalks since I was having to use a wheelchair in December of 2021/January of 2022 and finally now, Ron has been working with the off-duty patrol which is starting to work. The first tickets were to be given just this past Saturday. It should not take this long. I will be emailing Mike my suggestions for the rule changes that I think should be made.

The shrubbery at the entry walls on Southwind should have never been removed without a plan to replace them with something. It should not take 7 - 8 months to even get a proposal. Yes, I met with you and Jeacky the Monday before the meeting and that is why I was expecting a proposal at the August meeting but did not get one.

I will start taking pictures of the fountain when it is not working, maybe then it might get fixed.

I feel none of the answers were real answers. none of them explain why it takes so long to get anything done, repaired or replaced. I would like you to put this issue on the agenda of our September meeting and print the entire email thread as back up for the agenda.

John Hall

From: Julio Padilla <jpadilla@gmssf.com>
Sent: Tuesday, August 29, 2023 4:48 PM
To: 'John Hall' <JWHALLchip@msn.com>; Patrick Burgess <pburgess@gmssf.com>; Juliana Duque <jduque@gmssf.com>; Rich Hans <rhans@gmssf.com>
Subject: RE: Why can't we get things done?

Good afternoon John,
Please see responses in blue bullet points in your email below.

Regards,

Julio Padilla, *Field Manager*
Governmental Management Services South FL, LCC- GMS -SF, LLC
5385 N. Nob Hill Road | Sunrise, FL 33351
office: 954-721-8681 ext. 213 | mobile: 786-352-1110 | fax: 954-721-9202
email: jpadilla@gmssf.com | web: <http://www.govmgtsvc.com>

Board members should not "reply to all" in order to maintain compliance with the Sunshine Laws

From: John Hall <JWHALLchip@msn.com>
Sent: Sunday, August 27, 2023 11:11 AM
To: Julio Padilla <jpadilla@gmssf.com>; Patrick Burgess <pburgess@gmssf.com>; Juliana Duque <jduque@gmssf.com>; Rich Hans <rhans@gmssf.com>
Subject: Why can't we get things done?

As I was walking through Coral bay yesterday, I noticed many things that I had previously reported that have never gotten done. The perimeter wall is still damaged and has gotten a lot worse in the 18 - 24 months since I first reported it at a meeting. The spike still sticking out of the plastic border of the play area of the Tot lot where the memorial garden walkway starts. I was told that the spike will not hammer down because there is a root or a rock underground preventing the spike from going all the way down so I guess we are just going to leave it there until a child falls and gets injured. While I was there at the Tot lot, I noticed what looks like an electrical power wire coming from the top of the light pole on the west side of the swing set near a bench going back into the woods at a downward angle that could be reached by walking a little into the woods.

- The perimeter wall lifts by the trees has been a process in which the Board approved the proposal from IGM and the agreement between the District and Owners at the August 10 Board

meeting. IGM is currently identifying the tree per the agreement and then they will be mailed for Owners to sign. We will provide updates at the Board meeting.

- IGM was not able to remove it but Patrick will be contacting a playground company for the removal.
- The wire was reported again today to FP&L but this time as a wire down since is lower. I was given ticket # 806 and they will dispatch someone sooner than their normal process. (reported as behind the property of 6810 Cape Circle at the Tot Lot Park)

At the last meeting, our Rep from IGM said he would send us (the board) pictures of bench choices for the Dennis Baldis memorial garden, but I guess he means at the next meeting since we have not received any pictures.

- Jeacky Charles from IGM will be presenting the pictures at the September board meeting.

After the last meeting I spoke to Julio about two landscaping issues. One was that IGM is still not edging the CDD lot in Indian Key when they cut the lawn and the other was concerning the house at 6522 Buena Vista Drive right next to the Fay's Cove pool. The owner had stopped me while I was walking and let me know that the CDD tree was starting to touch his roof and needed 1 or 2 branches cut back 3 or 4 feet away from his roof and the vines along the wall separating the pool from his back yard are growing wild over the wall and growing on his house, porch and balcony. After calling Julio and letting him know again weeks after the meeting that the Indian Key lot was still being cut but not edged, he advised IGM and they finally edged the lot. The homeowner stopped me again because nothing had been done about his request. This is ridiculous.

- Jeacky from IGM will be at the meeting and can address the Board on IGM keeps missing this Indian Key Empty Lot edging area after we have informed them time after time. (it now has been edge and addresses again)
- House next to Fay's Cove needing the branches cut back is pending an IGM proposal and once obtained and approved they will be scheduled. Again, Jeacky can respond why is taking him so long to provide the proposal during his transition period.
- Wall Vines was addressed and requested to IGM to cutback and Jeacky confirmed that it will be done this week.

All four of our new gates that the pools and meeting room are broken, why are they left like that? Is there any kind of warranty? Why is no one noticing them but me?

- We have noticed them and get them repaired every time.
- The one-year warranty has expired.
- Patrick is searching for other types of latches since the current type keeps breaking down.

Please send me the invoices for the repairs done to the light house, both paid and any unpaid invoices. I went there yesterday and noticed that some of the plaster needs repair and there are patched places that need painting. I was looking for the system to lower the light when the bulb needs replacement but I didn't see any so I would like to see it and how it works.

I also noticed the Cape pool as I walked by was full of leaves all over the bottom and also floating on the surface of the water, I thought that we had the pools serviced Monday, Wednesday and Friday and wondered how so many leaves got into the pool Saturday morning if it was properly serviced Friday.

- The invoices were provided on the August meeting agenda and approved by the Board to be paid. These invoices has been paid and mailed except for one until the painting is done this week. The plaster was completed and inspected by the City Inspector and two board supervisors, and we have not seen the additional plaster repairs needed. Please provide a picture of the area you're referring to so we can determine if it was part of the agreement or not.
- The system lo lower the lightbulb is hidden. We would need to hire someone to show you where it is and how it works, and a latter will be needed to reach it.
- The pool was service Friday morning. Since the pool is surrounded by trees and landscape is possible rain, wind, or that IGM employees working at that location may have cause leaves going into the pool.

The Fort Lauderdale police SUV is still blocking half the sidewalk at 6678 Buena Vista Drive that I have been complaining about for over a year but nothing has been done. Now there has been a disabled car on a jack blocking the sidewalk at 6568 Buena Vista Drive for weeks but nothing has been done. All over Coral Bay we have residents blocking the pedestrian sidewalk but it continues. Only Ron has helped by asking the off-duty detail to do something when a CSA patrols and it has helped but residents continue to park partially on CDD property but they never get warned or towed.

- I did addressed when you mention it to me, as I went onsite and spoke with the resident who move the SUV and did not block the sidewalk again. Since you are now mentioning that they are blocking the sidewalk, I have informed Ron Gallucci since he is coordinating with MPD to warn and cite vehicles.
- Ron and management work together on this issue but since Ron is the liaison, he handles the off duty details as assigned by the Board.
- Residents are being warned and cited.
- Please ask the board to direct the tow company to tow vehicles from private property if you want those vehicles tow, since there are liabilities the District may face.

I reported 7 or 8 months ago that the shrubbery had been removed from the walls at Southwind Drive and nothing had been proposed or installed. I even met with our new Rep from IGM on the Monday before our last meeting requesting at least a proposal but again I did not get my request. The proposals were for the entry sign areas and nothing for the walls along Southwind.

- We met with you (Patrick, Jeacky from IGM and I) and IGM will present a proposal at the meeting for all entrances, including this area.

The entry fountain on the north side of the North Bay Drive entrance is still not working. The entrance is still being blocked by non Coral Bay residents dropping or picking up their kid that attend the charter school twice each day.

- Every day or evening after the meeting all fountains are working when I see them since they were repaired. Please provide a time when you see this fountain not working and a picture.
- Ron is aware of the schools issue and I requested if he can add more hours to address this issue further.

I need and WANT answers to these issues and will be bringing them up at the next meeting whether they are on the agenda or not. There is no reason that it takes months and years to get repair and/or Maintenance done in Coral Bay

John Hall