**MINUTES OF THE NOVEMBER 9, 2023** **CORAL BAY**

**COMMUNITY DEVELOPMENT DISTRICT BOARD OF SUPERVISORS MEETING**

|  |  |
| --- | --- |
| Thursday, November 9, 20237:00 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.

|  |  |  |
| --- | --- | --- |
| Attendee Name | Title | Status |
| 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; Liza Smoker, District Counsel; Jonathan Geiger, District Engineer; Andrew Gill, GMS; Julio Padilla, GMS; Patrick Burgess, GMS; Juliana Duque, GMS (by Zoom); Rich Hans, GMS (by Zoom); John Flak, Envera Systems; Grant Guthrie, Shinto Landscaping; Robert McCormick, resident; Fred Bourdin, resident; and several residents in attendance in any format.

# Roll Call and Pledge of Allegiance

Mr. Spavento called the meeting to order. (Tape Time: 0:00:05)

# Presentations/Reports

* 1. **Envera Representatives**

Mr. Spavento (Tape Time: 0:01:11) moved on to presentations and asked Mr. Flak to give his presentation for Envera.

**November 9, 2023 Coral Bay CDD**

*At this time (Tape Time: 0:01:31) Mr. John Flak introduced himself to the Board and gave a brief update relating to his schedule bringing the Board up to speed on permits for the gates and some other items he was currently working on.*

*At this point (Tape Time: 0:02:55) a Q&A session was held among the Board members, Mr. Flak, Mr. Padilla, and the attending residents relating to the Envera updates and the timeline schedule.*

# Shinto Landscape – Grant Guthrie, Account Manager

Mr. Spavento (Tape Time: 0:15:46) moved on to item B, Shinto Landscape, and asked Mr. Guthrie to give his report.

*At this time (Tape Time: 0:16:08) Mr. Grant Guthrie gave a brief summary relating to the monthly and annual scheduling updates. He suggested starting the annual schedule beginning January 1st.*

Mr. Padilla (Tape Time: 0:16:52) stated it would be better to start from the beginning of the fiscal year October 1st, since that was when the agreement started, and Mr. Guthrie could just list all the prior work he had already completed. Mr. Guthrie agreed with Mr. Padilla’s statement.

*At this point (Tape Time: 0:17:45) a Q&A session was held among the Board members, Mr. Guthrie, and staff relating to some of his updates.*

# 4. Audience Comments/Supervisors Comments

Mr. Spavento asked if there were any audience comments or Supervisor’s comments at this time. (Tape Time: 0:22:38)

Mr. Bourdin (Tape Time: 0:22:52) made a few comments relating to the groundskeeping.

A resident (Tape Time: 0:23:42) from The Cape commented on groups of people gathering at the pools for parties and she wanted to know if the pools were all public pools or what was going on with them, and the cleaning of the pool areas as well.

Mr. Spavento stated (Tape Time: 0:24:08) that there was no drinking allowed at the pools, and if people were doing things outside of the rules, she could call the police to

**November 9, 2023 Coral Bay CDD**

report the incident but, the pools are public pools, just like all of the Coral Bay CDD District.

*At this point (Tape Time: 0:24:41) a discussion was held among the Board members, staff, and the resident relating to her comments.*

Mr. Spavento asked if there were any other audience comments or Supervisor’s comments. (Tape Time: 0:28:47) (There were no other comments at this time)

# Staff Reports

Mr. Spavento asked Ms. Smoker for her report or any other updates. (Tape Time: 0:28:55)

## Attorney

Ms. Smoker (Tape Time: 0:29:01) stated most of the items she had were already taken care of before the meeting from her understanding.

Ms. Hagen (Tape Time: 0:29:35) stated this item was not on the agenda, but after the previous resolution was passed accepting the changes to the rules, she received a final version of the document from Mr. Pawelczyk for placement on the website and noticed a couple of issues with the document. Ms. Hagen then stated she was working with Mr. Pawelczyk to correct those items and he would be providing the modified resolution at the next meeting. She added that none of the modifications changed anything of substance or meaning, they were just Scrivner’s errors and reference clarifications. (Ms. Hagen then handed out a document to the Board members showing examples of the types of changes)

*At this point (Tape Time: 0:30:35) a discussion was held among the Board members, Ms. Hagen and Ms. Smoker relating to this item.*

## Engineer

Mr. Spavento asked *(Tape Time: 0:36:26)* Mr. Geiger to present any engineering updates.

Mr. Geiger (Tape Time: 0:36:28) stated the only item he needed to discuss was on the dock proposal on the agenda under the field manager’s report, and that he would address the item when it came up.

**November 9, 2023 Coral Bay CDD**

* 1. **Treasurer**
		1. **Approval of Check Run Summary and Invoices**
		2. **Acceptance of Unaudited Financials**

A copy of the unaudited financials were enclosed.

Mr. Spavento asked for any questions, or a motion to approve the financials. *(Tape Time: 0:37:04)*

Tape time: 0:37:07

All in favor

AYES:

John Hall

SECONDER:

Tina Hagen

MOVER:

Check Run Summary and invoices were approved

RESULT:

Approve Check Run Summary and Invoices

ACTION:

## Field Manager

### Monthly Report

Mr. Spavento asked Mr. Padilla for his monthly report. (Tape Time: 0:43:01)

Mr. Burgess (Tape Time: 0:43:07) gave a brief update relating to a few items listed on the field manager’s monthly report which was included in the agenda package. He stated staff decided to move away from the actual punch list items to make the agenda a little bit more organized underneath one entire field report.

*At this point (Tape Time: 0:43:25) a discussion was held among the Board members, Mr. Burgess and Mr. Padilla relating to a few items on the Field Manager’s report. Also, a discussion was held on the removal of the Action Items Punch List Report which originally had specific completion dates and updates associated with each particular item. (Mr. Spavento requested dates be put on the monthly report going forward for any ongoing items and updates) (Mr. Burgess stated he would add the dates to the report going forward)*

**November 9, 2023 Coral Bay CDD**

* + 1. **Consideration of Proposal from South Florida Dock and Seawall for Clubhouse Dock Repair and Peninsula Park Dock Removal**

Mr. Burgess (Tape Time: 1:23:21) gave a brief summary of the proposal from South Florida Dock and Seawall for the clubhouse dock repair and Peninsula Park dock removal in the amount of $28,134.

Mr. Geiger (Tape Time: 1:24:06) also made some additional comments relating to the proposal.

*At this point (Tape Time: 1:25:23) a discussion was held among the Board members and staff relating to this item.*

Tape time: 1:27:50

All in favor

AYES:

George Mizusawa

SECONDER:

John Hall

MOVER:

Proposal from South Florida Dock and Seawall in the

amount of $28,134 was approved

RESULT:

Approve the proposal from South Florida Dock and Seawall for the clubhouse demo and dock repair and Peninsula Park dock removal and authorizing staff to proceed with the

project

ACTION:

### Update on Peninsula Park Building Painting

Mr. Spavento asked Mr. Padilla for an update on the Peninsula Park building painting. (Tape Time: 1:31:11)

Mr. Padilla (Tape Time: 1:31:19) gave a brief update stating he was not able to get proposals comparing apples to apples from the vendors, so he went back to Sherwin Williams and got their specs to be able to go back to the vendors and obtain new proposals. Mr. Padilla suggested using Sherwin Williams for Peninsula Park and do the front of the building after the holidays using PPG Paints who had been previously used

**November 9, 2023 Coral Bay CDD**

throughout the District, and he would bring back proposals to the next meeting. *(The Board agreed with Mr. Padilla’s suggestion)*

### Discussion of 30th Street Sign

**a. Proposed Wording A, B, & C**

Mr. Spavento asked Mr. Burgess for an update on this item. (Tape Time: 1:32:12)

Mr. Burgess (Tape Time: 1:32:27) gave a brief explanation of this item stating this was included in the agenda package and he also sent the Board samples for the wording of the signs since there had been discussion about replacing the current sign that was falling apart.

*At this point (Tape Time: 1:34:07) a discussion was held among the Board members and staff relating to the wording for the 30th Street Sign. (The Board agreed to the proposed wording on option A for the sign)*

### Facility Pool Lights for Night Swimming Proposals

* + - 1. **Empire Lighting Resources – Exhibit 1**
			2. **LED Are Us – Exhibit 2**
			3. **Eagle Group – Exhibit 3**

Mr. Spavento asked Mr. Padilla for an update on this item. (Tape Time: 1:39:44)

Mr. Padilla (Tape Time: 1:39:54) gave a brief summary of the proposals for the facility pool lights for night swimming and stated the Board had requested staff obtain another proposal which was from Empire Lighting Resources that was included in the agenda package. He also stated the Board had already seen the other two proposals, one from LED Are Us and the other from Eagle Group Inc., at the prior meeting, and they were included in this month’s agenda for reference purposes.

*At this point (Tape Time: 1:40:14) a discussion was held among the Board members and staff relating to the presented proposals and pictures of the light fixture options that were included. (The Board agreed to the Pulsar Arch option proposal from Empire Lighting Resources for a total amount of $20,520 for both the Clubhouse and Fay’s Cove pool facility lights, proposals #23-1760 and #23-1761)*

ACTION:

Approve proposals from Empire Lighting Resources using

the Pulsar Arch option for the Clubhouse and Fay’s Cove

**November 9, 2023 Coral Bay CDD**

pool facility lights for night swimming for a total amount of

$20,520

RESULT:

Proposals #23-1760 ($10,800) and #23-1761 ($9,720) from Empire Lighting Resources for the total amount of $20,520

were approved

MOVER:

Tina Hagen

SECONDER:

John Hall

AYES:

All in favor

Tape time: 1:51:09

* + 1. **6727 Saltaire Terrace – Discussion of Apron Extension Removal**

Mr. Spavento asked Mr. Padilla for an update on this item. (Tape Time: 1:59:25)

Ms. Hagen (Tape Time: 1:59:33) stated she contacted the HOA Board and the management company informing them the resident would be coming in with an ARC application, and to her knowledge the resident never submitted anything.

Mr. Padilla (Tape Time: 1:59:51) gave a brief summary of this item. He stated that after the last meeting he had spoken with the homeowner, informing him of the decision of the Board. He also followed up with an email as well, and the homeowner responded stating that he would take care of it. Mr. Padilla stated he had not heard back from the homeowner after that, so he followed up with an additional email and still had not heard anything back.

*At this point (Tape Time: 2:00:20) a discussion was held among the Board members and staff relating to this item. (DIRECTION: The Board agreed to move forward and schedule the demolition of the apron extension removal and bill the homeowner for the work)*

ACTION:

Authorizing staff to proceed with the removal of apron extension at 6727 Saltaire Terrace (Port Antigua) and also see if a permit was issued for the original work and then bill

the homeowner for the removal work

**November 9, 2023 Coral Bay CDD**

RESULT:

Authorizing the removal of the apron extension at 6727 Saltaire Terrace and billing the homeowner for the removal

work once it’s completed was approved

MOVER:

John Hall

SECONDER:

Tina Hagen

AYES:

4 in favor, 1 opposed (T. Hagen)

Tape time: 2:15:08

* + 1. **6643 Bayfront Drive – Discussion of Dock on Lake Easement**

Mr. Spavento asked Mr. Padilla for an update on this item. (Tape Time: 2:03:41)

Mr. Padilla (Tape Time: 2:03:56) stated this item was requested by John Hall to ask the homeowner to come to the meeting and explain why her dock was installed on the lake easement, however, the homeowner was not in attendance.

*At this point (Tape Time: 2:04:06) a discussion was held among the Board members and staff relating to this item as to whether this was a HOA issue or a CDD issue. (DIRECTION: The Board requested management to send a letter to the homeowner to make it official and request the homeowner to show proof that the HOA gave permission for the dock to be there, and if not, management would send another letter stating that it was against the rules and needed to be removed)*

### Envera Gates – Discussion of New Procedure for Gate Hits on New Detachable Gate Barrier Arms

Mr. Spavento asked Mr. Padilla if there were any further updates on this item. (Tape Time: 2:19:26)

Mr. Padilla (Tape Time: 2:19:33) stated he wanted to briefly discuss with the Board the new procedure of the new gate system and the detachable arms, and gave an example stating he had put an arm back in place before the meeting so there would be no charge for that but, he wanted to know how the District would move forward when people hit the gates, would there be a minimum charge.

**November 9, 2023 Coral Bay CDD**

*At this point (Tape Time: 2:19:59) a discussion was held among the Board members and staff relating to this item)* (*Mr. Spavento suggested this item be put back on the agenda for the next Board meeting because a general decision would need to be made on how to proceed. (The Board agreed with Mr. Spavento’s suggestion)*

### Dennis Baldis Memorial Park

* + - 1. **Current Path Design Template**
			2. **Current Path Pictures**
			3. **Upgrade of Mulch Path to Asphalt or Concrete with ADA Path Connection to Sidewalk**
				1. **Anzco Construction Proposal for Concrete Path**
				2. **DMI Paving Sealcoating Proposal for Concrete Path**

Mr. Spavento (Tape Time: 2:28:03) stated at the end of the last meeting a suggestion was made to just forget about the sidewalk and the whole pathway and make it a passive nature park.

Mr. Padilla (Tape Time: 2:28:33) stated the reason this item was back on the agenda was because the Board requested to table this item at the last meeting and bring it back for discussion at this meeting.

*At this point (Tape Time: 2:28:39) a discussion was held among the Board members and staff relating to this item. A suggestion was made by a Board member to consider naming the tot lot after Dennis Baldis and include a plaque or monument to that effect. (The Board authorized staff to have the mulch removed and replaced with sod, remove the entire walkway, except the circle around the tree and make it a smaller circle, and also to move the two gumbo limbo trees and replace them with some nice garden material)* (*Mr. Spavento requested this item also be put back on the agenda for the next Board meeting)*

Mr. Padilla (Tape Time: 2:44:45) reminded the Board that the parking enforcement rule of overnight parking is usually suspended for the holidays, from Thanksgiving, and reinstated after the New Year, so he was requesting a motion from the Board to move forward with that item.

**November 9, 2023 Coral Bay CDD**

Tape time: 2:45:28

All in favor

AYES:

Tina Hagen

SECONDER:

John Hall

MOVER:

Suspending the parking enforcement rule of overnight parking from Thanksgiving until after the New Year for the

holidays was approved

RESULT:

To authorize suspending the parking enforcement rule of overnight parking from Thanksgiving until after New Year for

the holidays

ACTION:

* 1. **CDD Manager**
1. **Approval of the Minutes of the October 12, 2023 Meeting**

Mr. Spavento asked (Tape Time: 2:46:59) for a motion to approve the minutes.

Tape time: 2:47:01

All in favor

AYES:

John Hall

SECONDER:

Tina Hagen

MOVER:

The October 12, 2023 meeting minutes were approved

RESULT:

Approve Minutes of the October 12, 2023 Meeting

ACTION:

### Consideration of Engagement Letter with Grau & Associates to perform the Audit for Fiscal Year Ending September 30, 2023

Mr. Spavento asked (Tape Time: 2:47:11) for a motion to approve the engagement letter with Grau & Associates to perform the audit.

**November 9, 2023 Coral Bay CDD**

Tape time: 2:47:13

All in favor

AYES:

John Hall

SECONDER:

Tina Hagen

MOVER:

The engagement letter with Grau & Associates to perform the audit for Fiscal Year ending September 30, 2023 was

approved

RESULT:

Approve Engagement Letter with Grau & Associates to perform the audit for Fiscal Year ending September 30,

2023

ACTION:

1. **Amended and Restated Landscape Agreement with Shinto Landscaping, LLC – In Progress**
	1. **Porter Service Duties to Amend Shinto Agreement**
		1. **Current Porter Service Duties**
		2. **Additional Maintenance Duties**
		3. **IGM/Shinto – Landscaping Schedule**

Mr. Spavento asked (Tape Time: 2:48:11) if there were any Supervisor’s comments relating to this item.

*At this point (Tape Time: 2:48:33) a discussion was held among the Board members and staff relating to the porter service duties, additional maintenance duties, and the landscaping schedule.*

### Consideration and Approval of Resolution 2024-02 Declaring Surplus Property and Authorizing the District to Dispose of Said Property

Mr. Spavento asked (Tape Time: 2:57:50) for a motion to approve resolution 2024- 02 declaring the old Envera equipment that was not needed once the system was upgraded as surplus property.

ACTION:

Approve Resolution 2024-02 declaring surplus property and

authorizing the District to dispose of said property

**November 9, 2023 Coral Bay CDD**

RESULT:

Resolution 2024-02 declaring surplus property and authorizing the District to dispose of said property was

approved

MOVER:

John Hall

SECONDER:

Tina Hagen

AYES:

All in favor

Tape time: 2:58:30

* + 1. **Audience Comments/Supervisors Comments**

Mr. Spavento stated this item was addressed at the beginning of the meeting. (Tape Time: 2:59:37)

# Adjournment

Tape time: 2:59:47

All in favor

AYES:

John Hall

SECONDER:

Tina Hagen

MOVER:

Meeting adjourned at 10:00 p.m.

RESULT:

Adjourn the Meeting

ACTION:

|  |  |  |
| --- | --- | --- |
| Secretary/Assistant Secretary |  | Chairman/Vice Chairman |