

**MINUTES OF MEETING  
LAKE BERNADETTE  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Lake Bernadette Community Development District was held Tuesday, July 28, 2015 at 6:30 p.m. at the Lake Bernadette Clubhouse, 5410 Golf Links Boulevard, Zephyrhills, Florida.

Present and constituting a quorum were:

Michael Berman	Chairman
William T. Castle	Vice Chairman
Elaine Sebastian	Assistant Secretary
Jane Tynes	Assistant Secretary
Robert W. Robertson	Assistant Secretary

Also present were:

Robert Nanni	District Manager
Mark Vega	Severn Trent Services
Dan Nessel	Clubhouse Manager

*The following is a summary of the discussions and actions taken at the July 28, 2015  
Lake Bernadette Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Berman called the meeting to order; Supervisors and staff introduced themselves.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

A resident needed clarification on the cost of private parties held at the Clubhouse and how it is represented in the budget. Mr. Castle explained there is a line item, *room rentals* under *miscellaneous income*.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. **Approval of the Minutes of the June 23 , 2015 Meeting**
- B. **Acceptance of the Financial Statements Dated June 30, 2015**

On MOTION by Mr. Castle seconded by Mr. Robertson with all in favor the consent agenda was approved.
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**FOURTH ORDER OF BUSINESS**

**Public Hearing to Adopt the Budget for Fiscal Year 2016**

**The public hearing was opened:**

- Mr. Castle discussed the undesignated funds. He explained it is money set aside that does not have any specific purpose and can be used for catastrophic events not covered by insurance. It also can be used towards future capital projects.
- Mr. Vega stated if an expense comes up that is not categorized elsewhere, it gives them a line item to be addressed in a budget modification.
- Mr. Castle stated there could be some Clubhouse, pool and pond repairs.
- Mr. Nanni discussed the Bass Road repairs.

**The public hearing was closed:**

On MOTION by Mr. Robertson seconded by Ms. Sebastian with all in favor the Budget for Fiscal Year 2016 was approved.

**A. RESOLUTION 2015-5, Adopting the Fiscal Year 2016 Budget**

On MOTION by Mr. Robertson seconded by Ms. Tynes with all in favor Resolution 2015-5 adopting the Fiscal Year 2016 budget, was adopted.

**B. RESOLUTION 2015-6, Levying Non Ad Valorem Assessments**

On MOTION by Mr. Castle seconded by Mr. Robertson with all in favor Resolution 2015-6, levying non ad valorem assessments for Fiscal Year 2016, was adopted.

**FIFTH ORDER OF BUSINESS**

**District Manager's Report**

**A. Aquatic Systems Report**

Mr. Kauffman submitted proposals to the District Manager for assessment of Ponds #32, #33 and #34. Mr. Nanni indicated that Mr. Kaufman will handle it in September.

**B. Meeting Schedule for Fiscal Year 2016**

On MOTION by Mr. Robertson seconded by Ms. Sebastian with all in favor of the Meeting Schedule for Fiscal Year 2016 was approved as presented.

**C. Follow Up Items**

Mr. Nanni reported the following:

- He discussed the Traffic Agreement with the Pasco County Sheriff's Office.
- Bass Road repairs may not have been completed due to rain. There was another \$1,200 needed due to extra work.
- He explained what Severn Trent Services does about delinquent assessments.

**SIXTH ORDER OF BUSINESS**

**Attorney's Report**

**A. Discussion of District Rules and Policies**

**Attorney not present.**

Mr. Vega discussed the rules. First violation is a 30 day suspension, second violation is a 60 day suspension and then if they haven't learned the lesson there is a suspension for 365 days. The Attorney noted if there is an issue afterwards and the resident continues with violations, there should be a suit started against them by the District.

On MOTION by Mr. Robertson seconded by Mr. Castle with all in favor a workshop meeting to discuss suspension and termination of adult privileges and amending Clubhouse rules will be held on September 8, 2015 at 7:00 p.m.

**SEVENTH ORDER OF BUSINESS**

**Engineer's Report**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Clubhouse Manager's Report**

Mr. Nesselts reviewed his report and discussed the following:

- Pasco County held a Recycling Seminar and 8 or 9 people attended.
- A computer class will be held on August 19, 2015 between 2:00 p.m. and 2:30 p.m. They are trying to get more people involved. There is a minimum fee of five dollars.
- Fun and Games Night is scheduled for August 7, 2015 at 6:30 p.m.
- He discussed replacing five of the 4 by 4 posts by the Cabana Pool and the purchase of a windscreen for the tennis courts.
- There was discussion regarding replacement of the kids' picnic table at the playground.
- Mr. Castle ask Severn Trent Services about purchasing ADA approved kids' picnic table equipment. This will be discussed with Ms. Stewart.
- Repairs for the Cabana Pool area and the cost of the different materials was discussed.

- Construction work on gym window was completed. A total of \$750 was saved because the window did not have to be removed. The water fountain was \$1,200 but Mr. Nesselt bought re-buildable parts at a cost of \$212.
- Site Masters came out to look at a drainage issue in the parking lot. The prior company did not do a good job.
- There was an issue with pine trees that had to be removed.
- Mr. Nesselt discussed issues with furniture that was purchased.

**NINTH ORDER OF BUSINESS**

**Old Business**

The following was discussed:

- Ms. Tynes discussed removal of the old valence in the gym.
- There was discussion of management services bids.

On MOTION by Mr. Robertson seconded by Mr. Castle with a four to one vote the Board directed District Counsel to send out an RFP for management services.

- Mr. Vega stated that CDDdocs.org is no longer a viable option because the new State Statute. It is not unique and specific so all districts need their own website.
- The website has to be up by October 1, 2015. Emails are setup with GoDaddy as seat1, seat2, seat3, seat4, seat5. Any emails sent to those addresses are automatically blind copied to Severn Trent Services. All records will be backed-up on the server.
- Severn Trent Services will provide all Board members and Mr. Nesselt with an email address by the deadline of October 1, 2015.
- Mr. Vega discussed the initial setup cost which is \$1,000 and it will cover the Fiscal Year which begins September 30, 2015. Going forward it will be \$1,000 on the maintenance side in the coming Fiscal Year.
- The website address is lakebernadette.org.

On MOTION by Mr. Castle seconded by Mr. Robertson with all in favor Severn Trent Services setting up the website for an initial fee of \$1,000 and \$1,000 per year going forward was approved.

**TENTH ORDER OF BUSINESS**

**New Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

There being none, the next item followed.

**Supervisor's Report**

**TWELFTH ORDER OF BUSINESS**

A resident requested a copy of the budget.

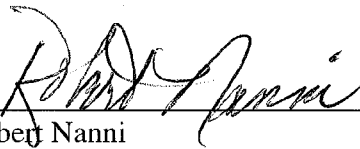
**Audience Report**


**THIRTEENTH ORDER OF BUSINESS**

There being no further business,

**Adjournment**

On MOTION by Mr. Robertson seconded by Mr. Castle with all in favor the meeting was adjourned at approximately 7:55 p.m.

  
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Robert Nanni  
Secretary

  
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Michael Berman  
Chairman