

**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, May 24, 2016 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
Robert Robertson	Assistant Secretary
Elaine Sebastian	Assistant Secretary
Jane Tynes	Assistant Secretary

Also present were:

Mark Vega	District Manager
Dan Nessel	Clubhouse Manager
Sabrina Kilgore	Aquatic Systems
Several Residents	

The following is a summary of the discussions and actions taken at the May 24, 2016 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

Audience Comments were received by the Board

FIFTH ORDER OF BUSINESS

District Manager's Report

Aquatic Systems Report

Ms. Kilgore the monthly report, a copy of which is attached hereto and made a part of the public record.

- Gator Dredging provided a proposal for maintenance sump clean up near 5614 Montford Drive. It should be a one day project at a cost \$7,500.00 if there are zero complications.

- There are 39 tires in Wetland #6, which been there for approximately 30 years. There is a verbal estimate of \$1,700 for this work. A formal quote was requested.

On MOTION by Mr. Castle seconded by Ms. Tyne with all in favor the proposal from Gator Dredging was approved.

THIRD ORDER OF BUSINESS

Consent Agenda

The Board reviewed the consent agenda and the following was discussed:

- Page 2, line 41, of the minutes should state *Zumba* not *Bingo*.
- Mr. Robertson asked about a line item under the Balance Sheet for *sales tax payable* at \$19. Mr. Vega will follow up.
- Mr. Robertson questioned why the check register shows *payment of invoice* under payee in the check register. Mr. Vega explained those are utility bills that are set on automatic payment to avoid late fees. He will look into whether the coding can be changed.

On MOTION by Mr. Castle seconded by Mr. Robertson with all in favor the consent agenda was approved as amended.

FOURTH ORDER OF BUSINESS

Attorney's Report

Mr. Vega reported the District received a records request and staff is responding in accordance with the Florida Public Records Law. He explained almost all CDDs have received the same request from the same requestor.

FIFTH ORDER OF BUSINESS cont'd

District Manager's Report

A. Distribution of the Proposed Budget for Fiscal Year 2017 and Consideration of Resolution 2016-3 Approving the Budget and Setting the Public Hearing

Mr. Vega reviewed the proposed budget.

- Professional Service Consulting stays flat at \$52,100.
- Payroll General Staff was increased to \$84,000.
- Life and Health Insurance was increased to \$9,500 because there is uncertainty with what will happen with insurance rates.
- Utilities Water was raised to \$9,000 due to water rate increases.

- Utility Gas was increased to \$25,000. Discussion ensued and there was consensus to lower this line item to \$16,000.
- R&M Lake increased to \$25,000.
- Pest control was decreased to \$1,000 because it is being done quarterly.
- R&M Pools was increased to \$29,000 for the pool cover.
- The Clubhouse reserve as increased to \$25,000 for the roof.
- Miscellaneous contingency was increased to \$29,270.
- The reserve for Lake Embankment and Drainage was increased to \$10,000.
- The Bonds will be paid off next year.
- There was discussion regarding using FHP to provide off duty patrol services. The cost is \$20,800 for two four hours shifts a week. There was consensus to add a line item for FHP services.
- There was consensus to decrease Miscellaneous Contingency to \$17,470.
- Assessments will remain the same as the current Fiscal Year.

On MOTION by Mr. Castle seconded by Mr. Robertson with all in favor Resolution 2016-3, approving the Fiscal Year 2017 budget and setting the public hearing for July 26, 2016 at 6:30 p.m., was adopted.

C. Registered Voters – 1,387

This item is for informational purposes.

D. Follow Up Items

There being none, the next item followed.

SIXTH ORDER OF BUSINESS

Engineer's Report

Mr. Vega stated Ms. Stewart found out the County does not have any record of a traffic design for Janine Drive. She is looking at pricing for a stop sign and stop bar. She will also be meeting with Commissioner Moore.

SEVENTH ORDER OF BUSINESS

Clubhouse Manager's report

Mr. Nesselt reviewed his report, a copy of which is attached hereto and made a part of the public record:

- Next Fun and Games Night is June 3, 2016. Continue to average 16 to 20 kids.

- The television was repaired.
- The volunteer meeting is scheduled for May 25, 2016 at 2:00 p.m.
- The July 4, 2016 Barbeque will be from 12:00 p.m. to 2:00 p.m.
- He received a proposal for a gate at the Cabana Pool parking lot at \$8,400. He will obtain more quotes.
- Site Masters repaired the drainage issue on May 16, 2016. They used a special technical machine to blow out the debris and cleaned the drains.
- The HOA had their sidewalks cleaned. He received proposals from two companies for \$4,300 and \$4,500 to clean the curbing and sidewalks. This item will be addressed at the September meeting.
- He ordered commercial parts and repaired the ladder at the Cabana Pool.
- Bahrs cleaned out the air conditioning drains at the west side of the building.
- New grill was installed.
- Weekends are busy during June and July. He suggested scheduling someone to monitor the Cabana Pool area from 12:00 p.m. to 5:00 p.m. or 1:00 p.m. to 6:00 p.m.

EIGHTH ORDER OF BUSINESS

Old Business

A. Improvement List Review

Mr. Robertson reviewed the following:

- Meeting with the residents has been changed to June 18, 2016 at 4:00 p.m. Invitations have been distributed to both residents he sees on a regular basis and residents who take their children to the park, but are not seen often.
- Will follow-up with information for outdoor storage.
- Staff at front desk, need to have a laptop connected to a live IP camera at the cabana pool. He will speak with networking companies to obtain estimates.
- Mr. Nesselt will follow-up with the Sherriff regarding parking on the lawn.

NINTH ORDER OF BUSINESS

New Business

The following was discussed:

- The FHP will do everything but parking. They cannot leave behind a ticket.
- Mr. Vega will get the paperwork from FHP and request they attend a meeting.
- Proposals will be obtained for removal of tires at the end of Wetland 6.

On MOTION by Mr. Robertson seconded by Ms. Tynes with all in favor to an amount not to exceed \$2,000 to remove the tires at the end of Wetland 6 was approved.

TENTH ORDER OF BUSINESS

Supervisors' Request

The following was discussed:

- The height of shrubs will be placed on the July agenda for further discussion.
- The Board needs to receive the newsletter.

ELEVENTH ORDER OF BUSINESS

Audience Comments

Audience Comments were received by the Board

TWELFTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Ms. Tynes seconded by Ms. Sebastian with all in favor the meeting was adjourned at 8:28 pm.



Michael Berman
Chairman