

**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 September 27, 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 K. Tynes	Assistant Secretary

Also present were:

Mark Vega	District Manager
Dan Nesselt	Clubhouse Manager
Tonja Stewart	District Engineer
Sabrina Kilgore	Aquatic Systems
Several Residents	

*The following is a summary of the discussions and actions taken at the September 27, 2016 Lake Bernadette Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

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

**SECOND ORDER OF BUSINESS**

**Audience Comments**

Audience comments were received by the Board.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Approval of the Minutes of the July 26, 2016 Meeting**
  - B. Acceptance of the Financial Statements Dated August 31, 2016**
- There being no questions or comments,

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

**Attorney's Report**

**A. Review of Proposed Policies and Procedures**

Mr. Vega indicated a copy of the proposed policies and procedures was included in the agenda package for the Board to review. The public hearing to adopt the new policies and procedures will be held at the October 25, 2016 meeting. It was noted the half year non-resident membership fee needs to be included.

**FIFTH ORDER OF BUSINESS**

**District Manager's Report**

**A. Aquatic Systems Report**

Ms. Kilgore reviewed her report; a copy of which was included in the agenda package and is attached hereto as part of the public record.

**B. Revised Aquatic Plantings Proposal**

Ms. Kilgore reviewed the revised aquatic plantings proposal.

On MOTION by Mr. Robertson seconded by Ms. Sebastian with all in favor the proposal from Aquatic Systems for aquatic plantings was approved at a cost not to exceed \$4,250.

Mr. Vega addressed the Zika Virus issue. He noted the County is already spraying. The only thing the District can do is install bream in the ponds. They are fish, which eat mosquito larvae. The cost to install 2,400 fish is \$1,500. There was consensus to get a new quote expanding the scope to include the HOA ponds.

**C. Engagement Letter with Berger, Toombs, Elam, Gaines & Frank for Fiscal Year 2016 Financial Audit**

Mr. Vega reviewed the engagement letter with Berger, Toombs, Elam, Gaines & Frank for the Fiscal Year 2016 financial audit at a cost not to exceed \$6,500.

On MOTION by Mr. Castle seconded by Mr. Robertson with all in favor the engagement letter with Berger, Toombs, Elam, Gaines and Frank to perform the Fiscal Year 2016 financial audit was approved.

**D. Resolution 2016-6, Changing Registered Agent**

Mr. Vega reviewed Resolution 2016-6 changing the registered agent from Mr. Koncar to Mr. Steady, District Counsel.

On MOTION by Ms. Tynes seconded by Ms. Sebastian with all in favor Resolution 2016-6, changing registered agent, was adopted.

**E. Follow Up Items**

Mr. Vega reported the following:

- Stepp’s Towing Service, Inc., located 15.4 miles from the District, and Buddy Foster Collision and Towing Center, located 3.9 miles, are two towing companies recognized by FHP. Both companies would provide towing signs, which meet statutory requirements.
- He asked the Board for feedback on his service to the District. There was Board consensus in favor of Mr. Vega’s performance.

**SIXTH ORDER OF BUSINESS**

**Engineer’s Report**

**A. Discussion of Renegotiating the Operations and Maintenance Entity with SWFWMD**

**B. Stormwater Maintenance Proposal**

The following was discussed regarding the above listed items:

- There were elevated ground conditions over the past few years, which has killed the grass along the perimeters of the ponds. This is exacerbating some of the slope stabilization issues.
- The most reasonable way to stabilize the slopes is through the suggestions Ms. Kilgore has made.
- There has been an increase in nuisance vegetation over the past few months. This can cause wildfires in drought conditions. She spoke with the ecologist and environmental scientist in her office who recommend budgeting \$100,000 a year to take care of these issues.
- Ms. Kilgore reviewed wetland buffering maintenance practices used by Aquatic Systems.
- Staff will obtain quotes for maintenance of the stormwater ponds.
- The fact multiple parties own different ponds has been an issue in getting the ponds cleaned up.
- Several ponds have easements to the District. There are legal documents and plats, which allow the District to maintain certain areas.

- Mobley Homes is willing to convey the pond they own.
- All SWFWMD inspections between the Golf Course, the HOA and the District are delinquent. She will fill out the inspection forms for all three entities, send them with a letter explaining the District has done an inspection and is in the process of doing cleanup as well as maintenance, and certify everything will be operating within the next four months.

**C. Signage and Striping Proposal for Janine Drive**

The Board reviewed the proposal from ACPLM for signage and striping of Janine Drive at a total cost of \$1,688. Discussion ensued over whether this will be necessary if the District hires a towing company. This item was tabled.

**SEVENTH ORDER OF BUSINESS**

**Clubhouse Manager's report**

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

- Next Fun and Games Night will be hosted October 7, 2016. The event still averages 20 to 30 kids.
- The Community Yard Sale will be October 15, 2016 from 8:00 a.m. to 5:00 p.m.
- The First Annual Arts and Craft Fair will be held October 15, 2016 at the Cabana parking lot.
- He has been monitoring the pool temperature.
- The pool cover may need to be replaced next year.
- He obtained a proposal from a handyman to replace the existing lighting at the Eiland entrance with LED lighting for a total cost of \$2,400. He has been trying to obtain a proposal from Rainmaker and hopes to have it by the next meeting.
- He received a proposal to install signs at both the District ponds and HOA ponds. The HOA is willing to pay for their portion of \$954.80. The District's cost is \$868. This includes all signs and posts, but not installation. He can have them installed for approximately \$450; however, if the Board wants to cement the posts the cost will be \$1,600 to \$1800. The Board previously approved expenses not to exceed \$2,000.

On MOTION by Mr. Robertson seconded by Mr. Castle with all in favor installation of the signs, previously approved for purchase, was approved at a cost not to exceed \$2,000.

- Gate proposals for the Cabana parking lot are very expensive. Big Dog Fence, Inc. can install a minimal security fence for approximately \$2,000. Mr. Vega suggested Mr. Nesselt get a picture of the fence.
- A part-time employee was terminated and has been replaced.
- The cleaning service had to be terminated due to inconsistent service. A new cleaning service has been hired.

**EIGHTH ORDER OF BUSINESS**

**Old Business**

**A. Discussion on Cameras**

A quote from DataComm was provided in the agenda package, a copy of which is attached hereto and made a part of the public record.

- They quoted \$11,146.17 to install underground fiber optic cable and \$17,515 for cameras/equipment.
- There was consensus to obtain quotes from other companies for installation of underground fiber optic cables.
- The Board discussed what type of equipment is necessary.

**B. Improvement List Review**

Mr. Robertson reported the shed was installed.

**NINTH ORDER OF BUSINESS**

**New Business**

There being none, the next item followed.

**TENTH ORDER OF BUSINESS**

**Supervisors' Request**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Audience Comments**

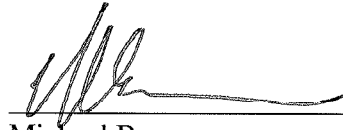
Audience comments were received by the Board.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

There being no further business,

On MOTION by Mr. Robertson seconded by Mr. Castle with all in favor the meeting was adjourned.



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Michael Berman  
Chairman