

**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 November 29, 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
Robert Van Liew	Assistant Secretary
Jane K. Tynes	Assistant Secretary

Also present were:

Mark Vega	District Manager
Dan Nesselt	Clubhouse Manager

The following is a summary of the discussions and actions taken at the November 29, 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

There being none, the next item followed.

THIRD ORDER OF BUSINESS

Organizational Matters

A. Oath of Office

The Oath of Office was performed prior to the meeting. Mr. Van Liew, Ms. Tynes and Mr. Robertson were all sworn in by Mr. Vega.

B. Election of Officers, Resolution 2017-2

On MOTION by Mr. Castle seconded by Mr. Robertson with all in favor Resolution 2017-2, designating Mr. Berman as Chairman, Mr. Robertson as Vice-Chairman, Mr. Vega as Secretary, Mr. Koncar as Treasurer, Mr. Bloom as Assistant Treasurer, Ms. Tynes, Mr. Castle and Mr. Van Liew as Assistant Secretaries was adopted.

Mr. Berman thanked Ms. Elaine Sebastian for her eight years of service on the Board.

FOURTH ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of the October 25, 2016 Meeting**
- B. Acceptance of the Financial Statements Dated October 31, 2016**

Items were tabled for the continued meeting.

FIFTH ORDER OF BUSINESS

Consideration of Landscape Lighting at Eiland Boulevard Entrance

- A new proposal was received from Rainmaker on landscape lighting. They reduced their proposal amount to \$3040.
- A bid was also received from Dave's Homehelper for \$2400. Electricity is not their area of expertise so he would not recommend them.
- Mr. Nesselt recommends Rainmaker as they are out all the time, and maintain the light fixtures.
- Mr. Berman questioned whether putting protective poles in front of fixtures to reduce damage and destruction is possible.
- Mr. Nesselt indicated Steve of Rainmaker is going to have the lights set up to illuminate in the dark space. It was suggested to paint reflectors in this area.
- Mr. Berman stated the contract with Rainmaker indicates they will repair all the water and anything they break. However, it does not include any irrigation adjustments.

On MOTION by Mr. Castle seconded by Ms. Tynes with all in favor the proposal from Rainmaker in the amount of \$3040 calling 811 line prior to digging and therefore will be responsible for any damages that occurs in taking out those not included irrigation repairs or adjustments was approved.

SIXTH ORDER OF BUSINESS

Consideration of Pool Remodeling Proposal

- Mr. Nesselt received three quotes from the following companies: Challengers Pool, Luke Bordges, and Florida Pool Finishers.
- Florida Pool Finishers quote is \$27,255 and added an additional \$3000 if the Board wishes satin pebble. They are located in Tampa and are licensed and insured.

- Challenger Pool mainly does residential pools.
- Luke Bordges is the contractor who did the cabana pool last year. He is the cheapest and his bid comes in just under \$12,000. He is out of Ocala and is licensed and insured.
- What kind of warranty or guarantees do we have from these three companies?
- This project will not start until the end of January beginning of February weather permitting but we want to ensure this pool is open and ready for March 1, 2017.
- Mr. Berman requested Mr. Nesselt to get copies and any references for the three companies and indicated Mr. Bordges proposal needs to be more detailed.
- This item will be discussed at the continued meeting scheduled for December 22, 2016.

SEVENTH ORDER OF BUSINESS

Attorney's Report

- The attorney had no issue with the changes the Board requested on Resolution 2017-1. Mr. Vega provided a revised copy of the resolution for signature.

EIGHTH ORDER OF BUSINESS

District Manager's Report

A. Aquatic Systems Report

- Mr. Hamilton is the new representative from Aquatic Systems. Mr. Vega requested fewer pictures per page on the report.

B. PACA Meeting Presentation

- Mr. Berman attended this meeting a few weeks ago. This meeting was about disaster preparedness and he provided the information received to the Board. The Board does not want to develop or modify anything the county or FEMA has already developed.
- A recommendation is to ensure the Districts' existing contract with the landscape company is up-to-date to accommodate clean up after a hurricane.
- Mr. Nesselt was questioned if this in the districts existing contract. Mr. Nesselt confirmed it is but will double check.
- Mr. Berman felt having a list would be beneficial and noted a couple of communities have put together a newsletter for disaster preparedness for their residents. Mr. Berman will find the links to share with Mr. Vega.

C. PACA All-Hazards Planning Toolkit

- Mr. Berman asked Mr. Nesselt to work on the contact list.

- Discussion ensued regarding the individuals to go on the list. It was suggested to gather the information we have so far and go from there.
- Further discussion ensued regarding insurance, specifically hurricane and flood insurance.
- Mr. Nesselt will update the Facility assessment with staff.
- It was suggested to contact the Florida League of Cities to provide a site safety survey of all the Districts' properties. This is done every five years, it is the Boards belief this was done in 2013.

D. Follow Up Items

The following was discussed:

The bank information will be discussed in December as it did not show up on this months' meeting as it was only a week and it did not show up on those financials.

NINTH ORDER OF BUSINESS

Engineer's Report

Mr. Vega provided the engineers' report.

- Discussion ensued regarding the stormwater proposals.
- Mr. Nesselt received quotes from Blue Water and Site Master. Aquatic Systems was unable to provide a quote at this time due to their busy schedule but will be able to provide a quote in two weeks.
- Mr. Vega has spoken with Ms. Stewart regarding the estimators. There will be further follow-up discussion at the January meeting.

TENTH ORDER OF BUSINESS Clubhouse Manager's report

Mr. Nesselt provide the following reports.

- Mr. Nesselt informed the Board he was in contact with Welch Tennis, they will be repairing all the basketball and tennis courts. There is extensive repair needed to be done on the south side of the tennis court because of the tree roots, which have been uprooting the south side of court. Welch came and surveyed the entire area and the roots as well as the concrete need to be broken up to be levelled, retextured and straightened.
- Mr. Nesselt received a verbal quote followed by an email in the amount of \$2,100.
- There are three areas of the basketball court, south west corner, inch and half is buckled, so Mr. Nesselt has chiseled away some of the pieces so it is not a trip hazard.

- Mr. Vega suggested we add to the quote or get a separate quote to add a bio barrier around the court.
 - A bio barrier is a plastic nylon mesh impermeable product which is placed along the concrete, which prevents the tree root from causing continual damage to the area.

On MOTION by Mr. Robertson seconded by Mr. Castle with all in favor a 20 x 90 barrier in an amount of not to exceed \$2500 to Welch was approved.

On MOTION by Mr. Robertson seconded by Ms. Tynes with all in favor we contact Welch and any other vendor to provide a proposal for bio-barrier root control for the basketball court not exceeding \$1500 was approved.

- Mr. Nesselt informed the Board the alligator signs had been delayed as the company was awaiting receipt of a check from Severn Trent. The company indicated the check was received in their office on November 22, 2016 and is currently being processed. Since the signs are considered a bulk item it goes through a specific shipping company which is not UPS or FedEx so we should be in receipt of the signs around the first 10 days of December.
- The contractor responsible for the project will be out to look at the best location to post the signs and Mr. Nesselt will request a bid.
- The HOA has reimbursed the District for the signs.
- It was suggested to reduce any incident to place a notice in the newsletter to discourage individual from getting to close to the alligators.
- Mr. Nesselt received a phone call from a resident who lives off of Epping Lane, who indicated the pond behind their house has a 10-foot alligator. This resident recently moved in and has a dog but has contacted an alligator trap company to assess the situation.
- A resident has been posting signs throughout the community regarding a lost cat. However, the sheriff had to be contacted as there were some profane comments written on these signs. A case number was initiated for this incident.
- Mr. Nesselt was questioned about pressure cleaning the sidewalk. He stated he had received two bids for pressure cleaning. One bid of \$5,000 was received from the company used by the HOA and the other bid was received from Eric's Pressure Cleaning for \$4,600.

On MOTION by Ms. Tynes seconded by Mr. Van Liew with all in favor the pressure washing of the district sidewalks and some curbing at a cost of not to exceed \$5,000 to the company used by the HOA was approved.

- The clubhouse has a new ping pong table which has been used every weekend so far.
- Mr. Nesselts was questioned if he had received any FHP reports. He stated he had not, but indicated reports are only provided if FHP sends out an invoice to the District. Mr. Nesselts will follow-up with the FHP to request receipt of these reports.
- Mr. Nesselts stated there is a new class starting on Monday December 5, 2016 at 11:00 am. This is a yoga class and 12 residents have already signed up.
- It was discussed that since Christmas falls on a Sunday this year the clubhouse will be closed and will be closed at 12:00 noon on Christmas Eve, Saturday December 24, 2016. The same closure will apply for New Years and New Year's Eve.
- Discussion ensued regarding pet registration. Mr. Nesselts said it will be posted in the January/February newsletter.
- A community yard sale is set for April 1, 2017. The Board suggested to have Blood One come out as well as Tail Wagon which is a mobile pet adoption facility. Mr. Berman wants to encourage the pet registration and feels having the pet registration forms available will encourage residents with pets to register. It was suggested to get in touch with a pet planning agency to be part of the community yard sale.
- Mr. Nesselts indicated they currently have 61 pets registered. Ms. Tynes asked Mr. Nesselts if he would update the current registrations that he has. Mr. Nesselts will have Linda update this information in January 2017.
- Mr. Nesselts received a phone call from a resident regarding a very tall dead Pine tree in the conservation area behind her house. The resident is fearful this tree will fall. Mr. Nesselts will inform Steve of Rainmaker to assess this situation and organize to have the tree removed.

ELEVENTH ORDER OF BUSINESS

Old Business

A. Discussion on Cameras and Fiber Optics Installation

- This item will be tabled for further discussion at the January 24, 2017 meeting.

B. Improvement List Review

- This items will be tabled for further discussion at the January 24, 2017 meeting.

TWELFTH ORDER OF BUSINESS

New Business

- Mr. Robertson spoke with Mr. Vega earlier in the month and spent some time looking at the property appraiser website. On their website the map overlay with the properties, one of the things he noticed was every piece of property owned in the community is identified for mailing purposes as the HOA addresses.
- Ms. Tynes stated when walking past the clubhouse she noted the US flag and the Florida flag are both looking old and asked if they could be replaced. Mr. Nesselt informed her he has replacement flags available.
- Mr. Berman suggested having the boy scouts come out and do a flag disposal ceremony. He feels this would be a great experience for them. Mr. Nesselt was asked to contact the scouts to see if they can come out to do a flag disposal ceremony and suggested having it on the April 1, 2017, the day of the community yard sale.

THIRTEENTH ORDER OF BUSINESS

Supervisors' Request

- Mr. Berman requested that Mr. Vega speak with the webmaster about Mr. Berman using Linux and not Chrome, Firefox or Internet Explorer and maybe this could be related to his viewing issue. Mr. Vega will, follow-up with the web master to see if there is anyway of improving this concern.
- Mr. Nesselt will send the newsletter in PDF format to Mr. Vega to be posted on the website.
- Mr. Robertson questioned the relationship between the HOA office within the CDD building and whether they paid rent or is it free. Mr. Robertson was informed there was an agreement at one time in which the HOA paid \$100 a month which would account for the dollar figure. Mr. Robertson was not interested in billing the HOA, he just happened to see the records and was wondering about this.

FOURTEENTH ORDER OF BUSINESS

Audience Comments

Audience comments were received by the Board.

FIFTEENTH ORDER OF BUSINESS

Continuation

On MOTION by Mr. Castle seconded by Mr. Robertson with all in favor the meeting was continued to December 22, 2016 at 6:30 p.m.



Michael Berman
Chairman