

**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 on February 27, 2018 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
Robert Robertson	Vice-Chairman
Robert Van Liew	Assistant Secretary
Barbara German	Assistant Secretary

Also present were:

Mark Vega	District Manager
Tonja Stewart (via phone)	District Engineer
Don Nesselt	Clubhouse Manager
Gabby Monday	Project Manager
Rosanne Clementi	Clementi Environmental Consulting

The following is a summary of the discussions and actions taken at the February 27, 2018 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 on Agenda

- Residents provided their comments to the Board.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. **Approval of the Minutes of January 23, 2018**
- B. **Acceptance of the Financial Statements Dated January 31, 2018**

On MOTION by Mr. Robertson seconded by Mr. Van Liew with all in favor the consent agenda was approved. 4-0
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FOURTH ORDER OF BUSINESS

Attorney's Report

None.

FIFTH ORDER OF BUSINESS

Engineer's Report

A. Clementi Environmental Consulting

- Ms. Clementi presented her proposal for maintenance around the wetlands to the Board.
- Mr. Berman questioned whether this was a one-time clean up or will it be an ongoing maintenance. Ms. Clementi stated it will take approximately one year as it cannot all be done at one time as there is so much debris. She stated two of the outfalls had not been maintained and need to be cleaned out so they can see and maintain the outfalls for the storm water system.
- She questioned whether a lot of yard debris thrown in by the residents is something they wanted someone else to tackle. There is a systematic approach and there are a number of areas but does not have the overall map. Ms. Clementi mentioned the following areas:
 - Wetland Area 5 – requires routine removal of vines and shrubs from the perimeter.
 - Pond 10 – on the east side has debris around the perimeter and the outfalls are overgrown with shrub and vines and cannot easily be assessed.
 - Wilderness Area 4 – very minor work needed as in good condition, but there are some encroachments by the residents on CDD property.
 - Water Conservation 15 – there is a significant encroachment of vines and nuisance shrubs, she proposes initiating routine maintenance in this area.
 - Pond 43 – does not appear to have significant problems.
 - Pond 18 – no significant issues but recommends maintenance to clean out minor areas of nuisance species.
- Ms. Clementi cannot state whether this can be completed in six or eight months as it is a slow process. Once these areas are done, then they will be able to tell us and it may be another three to five years for major cleaning, except for the outfall areas which need to be maintained.
- Ms. Clementi stated the invoice included in the agenda package is a one-time charge for the assessment, but she is estimating a monthly lump sum charge in the amount of

\$2340 which excludes Lake Bernadette which is another issue and this is mostly aquatics weed maintenance. She indicated most of the cost was for the disposal of the debris.

- Discussion ensued itemizing each area of what needs to be done and cost for that specific area.
- Ms. Stewart stated Aquatic Systems was supposed to take on the outfall structure but it is easy to talk to them about the ones which are in question. Ms. Clementi's main goal and objective was to address invasive vegetation on perimeter areas that can be hazardous during dry conditions or take over wetlands and have a negative environmental impact.
- Ms. Stewart mentioned the vine on the trees around the pool and doubts whether Ms. Clementi has even looked at that particular area and how significant the invasive vegetation was around the perimeter.
- Ms. Clementi stated the goal was that they were going to be there approximately three days a month and start tackling the ones the Board felt were the worst. The Board was uncertain which area should be tackled first. Ms. Stewart stated it did not matter which area they started with first, but it is a matter of identifying the areas which need to be worked on and establish a budget and get it started and continue this program on an annual basis.
- Ms. Clementi stated give them two months and they can see what can be done and they can target what they believe to be the two or three worse areas. She will provide pictures of the before and after six or seven days of work and let her show them what they have done.
- The presented proposal is not locking them in, but however, after being on the property for two or three days they will have a better idea. If they encounter yard debris, they will remove it unless the Board is going to institute another program and have someone ride these perimeters on a consistent basis.
- Mr. Berman likes the idea of the two to three-month period of working the area and getting a better idea of what needs to be done and the length of time it will take.
- Ms. Clementi will provide a pictorial history of before and after and will work with Ms. Stewart in concentrating on one or two areas. They can document and track the

trip charges to the trash landfill as they are a commercial operation and there is where the cost comes from sometimes.

- Mr. Vega stated it would be perfect considering the weather and the rainy season will soon be upon us and there might be difficulty getting equipment in these areas during that time.
- Ms. Clementi checked with SWFMD to see if they needed to modify the permit for this work and was told no as it is routine work and it is invasive.
- Mr. Robertson questioned Ms. Clementi regarding the trip charges. He understands they are a commercial operation, but wonders working for a municipality whether the County would provide any sort of waiver. Ms. Clementi did not think a waiver was provided, but will look into it.
- Ms. Clementi will revise the proposal to incorporate the two areas over a two-month period.

On MOTION by Mr. Robertson seconded by Ms. German with all in favor the proposal from Clementi Environmental Consulting in the amount of not to exceed \$5,000 for the clearing of invasive vegetation was approved. 4-0

- Lieutenant Golaski, District Two, Night Shift Commander was invited to today's meeting by Mr. Robertson and provided a brief overview of the services provided.
- The Lieutenant provided a report on parking concerns.
- Residents presented their comments to the lieutenant.
- Mr. Nesselt was asked to place the Lieutenants' information in the newsletter.

SIXTH ORDER OF BUSINESS

Aquatics' Report

A. Alternative Treatment Proposal for Pond #20

- Aquatic Systems report was tabled to the March meeting.

SEVENTH ORDER OF BUSINESS

District Manager's Report

A. Workshop Discussion Update

- Mr. Vega provided an update on the discussion at the recent workshop.

- He mentioned the splash pad was tabled; focusing on the clubhouse enhancement, fencing and narrowing down the particular playground style they wanted.
- Discussion ensued regarding the playground.

On MOTION by Ms. German seconded by Mr. Van Liew with Ms. German and Mr. Van Liew voting AYE and Mr. Robertson and Mr. Berman voting NAY purchasing the miracle playground with approval based on Mr. Vega's approval of the additional cost and an increase of the shade system to 30 x 30, the motion failed. 2-2

- Mr. Robertson indicated a number of brainstorming ideas were presented at the workshop and there was a consensus to look to bring someone in to take a look at their wish list and let them know what was plausible and what was not.
- Mr. Vega stated they needed to engage an architect to have them take a look.
- Mr. Vega will provide a synopsis of the workshop meeting to the Board to ensure all points were captured from their discussion.

On MOTION by Mr. Robertson seconded by Ms. German with all in favor engaging an architect to do a preliminary review of the clubhouse and the suggestions that came out of the workshop on January 30, 2018, in the amount of not to exceed \$750 was approved. 4-0

- Mr. Robertson questioned the status of the roof repairs. The proposal was accepted for this work to be done and he would like to see this done before the rainy season begins.

B. Audio Visual Proposal

- Mr. Vega presented the proposals for the audio visual, which were included in the meeting agenda package.
- He presented two proposals at a cost of \$8,200 and \$11,313 and explained the differences between the two proposals.

On MOTION by Mr. Berman seconded by Mr. Van Liew with all in favor removing the six chromebooks from the Complete IT quote and the associated cost \$2,699.70, the quote in the amount of not to exceed \$8,750 from Complete IT #1328 was approved. 4-0

- Mr. Berman questioned whether there will be any issues in transferring from GoDaddy to Google Business. Mr. Vega informed him that Complete IT will take care of this.

C. Consideration of the Resolution 2018-02, General Fund Budget Amendment for Fiscal Year 2018

- Mr. Vega stated resolution 2018-02 indicates breaking out the miscellaneous services which is budgeted at \$3,060. Currently they are over budget on that line item at \$5,279; the \$5,279 shown on page 65 of the agenda package. After this motion they will reallocate into these categories:
 - Professional fees \$8,400
 - Miscellaneous bank charges \$1,080
 - Miscellaneous taxes \$2,400
- The overage is being taken out of miscellaneous contingencies.

On MOTION by Mr. Robertson seconded by Mr. Van Liew with all in favor resolution 2018-02 amending the general fund budget for fiscal year 2018 was adopted. 4-0

EIGHTH ORDER OF BUSINESS

Chairman’s Report

A. Chromebook Information

- Mr. Berman stated there is nothing wrong with the Chromebooks, which Complete IT is quoting. However, they are asking for \$450 for 13.3” which is a non-touch and Best Buy has 15” which are also non-touch at \$250.
- One of the things he would like to propose, if they are going the route with the audio equipment, is to remove the computers from the Complete IT quote and go with the ones presented in the agenda package. It was suggested to purchase six, one for each Board member and the extra one will be maintained by Mr. Nesselt.

On MOTION by Mr. Berman seconded by Mr. Van Liew with all in favor purchasing six Acer 15.6 Chromebooks in the amount of not to exceed \$2000 from Best Buy was approved. 4-0

NINTH ORDER OF BUSINESS

Clubhouse Manager's Report

- Mr. Nesselts presented his report to the Board.
- The access card validation was started February 12, 2018. Since that date, he has validated 400 cards.
- Mr. Nesselts stated they discussed in June the resealing and restriping of the cabana parking lot and he received a number of proposals for this project. When they had the resealing and restriping done to the parking lot prior, ProWay paving was the company used and they did a good job. He questioned whether this project can be done before the rainy season started.
- Mr. Berman stated these proposals are six months old, however, Mr. Nesselts stated ProWay will accept the proposal with the same price of \$3,500. This project will take approximately two days to complete.
- Mr. Vega mentioned with the possibility of having the playground and fence there will be lots of equipment in this area and suggested possibly having those potholes filled in the interim after the construction work is done. Once the construction is completed the repaving and restriping can be done in the fall and Mr. Nesselts was asked to fill up the potholes in the meantime.
- Mr. Nesselts had Rainmaker pressure clean and clear reseal the pool deck.
- The updating of the patio furniture should be completed next week.
- At the request of Mr. Berman, Mr. Nesselts updated all the emergency type equipment such as replacing the batteries and stickers.
- An oldies dance is coming up on March 9, 2018 and 23 people have signed up.
- Mr. Nesselts received a proposal for the new gutters from ConAsset. The proposal for the new gutters is approximately \$9,200. It was suggested once the new gutter has been installed to get some type of mesh to keep the leaves out of the gutter.
- Mr. Nesselts has not received any reports from FHP for this month.

TENTH ORDER OF BUSINESS

Old Business

A. Project Manager

i. Report on New Card System Options for Cabana Pool

- TEM Systems Proposal

- American Access Controls Proposals
- Accurate Electronics Proposal
- Mr. Vega stated these items will be tabled until they have completed the fencing and find out the number of access points.

ii. Playground and Basketball Court Fencing

- Item tabled

ELEVENTH ORDER OF BUSINESS

New Business and Supervisors' Request

- Mr. Robertson discussed the sidewalk at the end of Double Eagle not being finished and indicated this needs to be done. Mr. Nesselst indicated it is about a 20-foot area that needs to be done and it would cost about \$6,000 to be fixed.
- Discussion ensued regarding the possibility of having a town hall type meeting to encourage resident dialogues. Mr. Vega stated per the statute regulation they are supposed to identify an agenda covering various items even if it is a town hall format so that it is noticed in the newspaper that way.
- Discussion ensued regarding when and how often a workshop should occur and suggested having one two weeks prior to the public hearing for the budget.
- Mr. Robertson shared an article he received regarding Pasco County purchasing up to 155 acres for super park.
- Thomas from Complete IT introduced himself to the Board and discussed the difference between their laptop versus the laptop choice of the Board.

TWELFTH ORDER OF BUSINESS

Audience Comments

- Resident comments were received by the Board.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Robertson seconded by Mr. Berman with all in favor the meeting was adjourned at 9:47 p.m. 4-0



Michael Berman, Chairman