

**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 July 24, 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 Van Liew	Vice-Chairman
Jane Tynes	Assistant Secretary
Barbara German	Assistant Secretary

Also present were:

Mark Vega	District Manager
Don Nessel	Clubhouse Manager

*The following is a summary of the discussions and actions taken at the July 24, 2018
Lake Bernadette Community Development District's Board of Supervisors Meeting.*

FIRST ORDER OF BUSINESS

Roll Call

Mr. Vega called the meeting to order at 6:36 pm; Mr. Berman called the roll.

SECOND ORDER OF BUSINESS

Audience Comments on Agenda

None

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of Minutes of June 26, 2018
- B. Acceptance of Financials of June 30, 2018

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

Public Hearing to Adopt the Fiscal Year 2019 Budget

Let the record reflect, the Board meeting was recessed at 6:37 pm to commence the public hearing to adopt the fiscal year 2019 budget.

- Mr. Vega reviewed the budget with the Board.
- For Janine Drive we did not do the additional pavers on the center as the County would not allow this. There were no changes to the Double Eagle Circle paving project, everything remained the same as originally stated.
- All residents' assessments were decreased by \$40. Those residents on Janine Drive received the \$40 decrease plus an additional \$31.58 because of the center median work not being installed. Everyone's assessment went down by 4% and those on Janine Drive went down by 6.6% and Double Eagle Circle went down by 3.7%.
- On the general fund page in the agenda package, everyone is the same the only difference is the street assessments for the two villages.
- Aside from the information provided, Mr. Vega asked if anyone had any questions or comments on the budget. There being none,

Let the record reflect, the public hearing was closed at 6:41 p.m. and the regular board meeting reconvened.

A. Consideration of Resolution 2018-06, Adopting the Budget

On MOTION by Ms. German seconded by Mr. Van Liew with all in favor resolution 2018-06 adopting the budget for the fiscal year 2019 was adopted. 4-0

B. Consideration of Resolution 2018-07, Levying Assessments

On MOTION by Mr. Van Liew seconded by Ms. Tynes with all in favor resolution 2018-07 levying and imposing a non-ad valorem maintenance special assessment was adopted. 4-0

FIFTH ORDER OF BUSINESS

Attorney's Report

- None.

SIXTH ORDER OF BUSINESS

Engineer's Report

A. Clementi Environmental SWFWMD Report

- Mr. Vega presented the invoice for the SWFWMD monitoring of the mitigation area, as well as the report.
- Mr. Vega spoke with Ms. Clementi who provided clarification on the invoices.
- There are some wilderness areas in which there are vines that need to be removed. Ms. Clementi is going to push back those wilderness areas and spray some of those vines at a cost of \$340 for task one. After further discussion, task two cost is \$1,100 for her to come back and spray so, Mr. Vega reached out to Aquatic Systems, and asked the cost to spray those four wilderness areas. He requested a quote. He indicated even if they charge \$10 a month they would pay \$120 a year to Aquatic Systems who is already physically in the community.

On MOTION by Mr. Berman seconded by Mr. Van Liew with all in favor the proposal from Clementi in the amount of \$340 for Task 1 to cleanup upland habitat enhancement and maintenance of all the vines in the wetland areas was approved. 4-0.

- Mr. Berman questioned the additional work to be done by Ms. Clementi. Mr. Vega stated Aquatic Systems went in and partially cleared the area to meet the SWFWMD requirements but Ms. Clementi will go in and clear it out completely.
- Mr. Vega will follow-up with Ms. Clementi on the decision of the Board and obtain a date of when she will be on site. As well, Mr. Berman would like Mr. Vega to get the plans from Ms. Clementi to make sure they all remain on track.

SEVENTH ORDER OF BUSINESS

Aquatic Report

- None.

EIGHTH ORDER OF BUSINESS

District Manager's Report

A. Discussion of Website

- Mr. Vega informed the Board that their website is not ADA compliant for the visually impaired.
- He shared a number of government entities, counties and CDDs have been sued to this regard and also informed them this does not just effect visually impaired individuals, but those who are unable to utilize a mouse and have to use keystrokes or verbal. There is software that goes on the website and it will read text.

- There were only a few errors on the Districts' page but what makes it more complicated are the documents. He received a quote for \$18,000 to make one website comparable to Lake Bernadette ADA compliant.
- Mr. Vega explained to the Board the process taken to make a document ADA compliant. He informed the Board a number of Districts have removed items not required by law off their website. He went on to state minutes are not included on the website and only 12 months of agendas are required to be posted to the website.
- Discussion ensued regarding the ADA accessibility tab and the policy which they have been placing on their websites. Mr. Vega reviewed the policy with the Board.
- Further discussion ensued regarding removing items.
- Mr. Vega informed the Board Inframark will get the website ADA compliant, they will place the compliance shield on the website. He received consensus by the Board to do the first steps and as well to leave the minutes, agendas on the website.
- Mr. Van Liew questioned what they get for the \$199. Mr. Vega informed them they are getting the initial review, and the shield and a report.
- Mr. Vega will provide a status update at the next meeting. He will email the Board all the documentation related to ADA compliance.

B. Proposed FY2019 Meeting Schedule

- The Board reviewed the FY2019 meeting schedule and on consensus accepted the schedule as presented.

C. Notice for vacant seat #3 posted for September meeting

- Mr. Vega stated they had posted this on the website but had not receive any resumes as yet. However, he indicated the link on the website indicates those interested should attend today's meeting so they can have a quick meet and greet.
- Mr. Vega asked if there were any candidates and was informed there were two.
- Two candidates interested on being on the Board introduced themselves - Bonnie Hazelett and Jim Callaghan.
- Mr. Vega indicated the Board discussed doing a postcard to send out to all the residents so that they can see things that are happening.

- Mr. Van Liew spearheaded this and created some bullet points.
Important information affecting community amenities. Please go to the website and click on news tab and open up your five-year plan to see the CDDs plan. Communication is key in success, please add your email by sending an email to Dan at info@lakebernadette.org or by attending the CDD monthly meeting. Thank you Lake Bernadette CDD Board.
- Discussion ensued regarding the post card and the Board liked the content of the postcard.
- Mr. Vega stated there are two options. Option A goes to every address and Option B goes to every address and every owner.
- Discussion ensued regarding when to send this post card out and it was decided to have it done after they had completed the first process of the website compliance.
- Mr. Van Liew mentioned since we are looking to send the postcard out September and since the playground is going to start installation in September they should take a picture of the completed playground and include it on the postcard.
- The general consensus is to wait until the initial process for the website is done and maybe or maybe not include a picture on the postcard. Mr. Vega will get a quote for the cost of picture versus no picture and homeowner versus resident. It was also suggested based on cost of having the playground picture on the postcard to place the picture of the new playground on the website.

NINTH ORDER OF BUSINESS

Project Manager's Report

- Mr. Vega informed the Board they will not be billed for the month of July since there were no ongoing projects.
- Mr. Berman asked about the architect for the clubhouse.
- Mr. Vega provided the quote from one architect which the Board reviewed.
- Mr. Vega stated he can have the architect in and by the September meeting they would have designs, schematics and he believes they would have something they can go out to bid for.

On MOTION by Ms. Tynes seconded by Mr. Van Liew with all in favor the proposal from the architect John McKenna was approved. 4-0

TENTH ORDER OF BUSINESS

Clubhouse Manager’s Report

- Mr. Nesselt presented his report to the Board.
- Mr. Nesselt indicated item five on upcoming projects regarding the eroding area at the northeast corner of the tennis for which he has asked Rainmaker to come take a look. However, Steve of Rainmaker will be unable to do this work for which he contacted Site Master to come take a look. There is a stress crack along the north east corner of the tennis courts and needs attention.
- Mr. Nesselt has had a few residents call and he has walked the CDD sidewalks on both sides of Golf Links and there are areas which need to be grinded. There are also two to three areas where the slabs need to be removed and replaced. He has had two contractors come out and look at it and Kruger Construction who just completed the sidewalks at Double Eagle Court. He was provided with two bids one is for \$2,600 and the other is for \$3,200 both bids.

On MOTION by Mr. Van Liew seconded by Ms. Tynes with all in favor the proposal from Kruger in the amount of \$2,680 to repair the sidewalks on both sides of Golf Links was approved. 4-0

- Discussion ensued regarding the clearance of the gate.
- Mr. Nesselt stated upon completion of the installation of the playground he will have the stripes and sealing, which was already approved by the Board, done.
- Discussion ensued regarding the pool lifts. The District is working to get the clubhouse ADA chair lift serviced and repaired.
- Mr. Nesselt has booked Santa Clause for December 11, 2018 from 3:30 to 5:30

ELEVENTH ORDER OF BUSINESS

New Business and Supervisors’ Request

- Mr. Berman indicated since there is such a severe delay in the playground structure installation, he suggested the idea of getting some bounce houses one weekend.

- Upon further discussion, Mr. Vega suggested the possible timeframe of the labor day weekend as some residents may wish to stay local and will be utilizing the pool and would be interested in the bounce houses.
- Mr. Van Liew brought up the climbing wall which he indicated was not far out of their budget range and considering the inconvenience of the playground it may not be a bad idea to get them to throw this in as part of the deal which is already under budget as a number of things were cut out. Mr. Vega will follow-up on this.
- Mr. Vega explained the reason for the delay as it relates to the playground.
- Discussion ensued regarding the bounce house cost and what type of liability.
- Mr. Van Liew asked for them to review the gutter issues.
- Mr. Nesselt was asked about his recommendations for the gutter repairs. He recommended Con Assets. The Board reviewed the proposals from Con Assets, Adept Gutters and MMR.
- Mr. Van Liew questioned what kind of warranty is available on the gutters as they are not indicated in the quotes. Mr. Vega stated they are usually one-year warranty.

On MOTION by Mr. Berman seconded by Ms. Tynes with Mr. Berman, Ms. Tynes and Ms. German voting AYE and Mr. Van Liew voting NAY the proposal from Con Asset for gutter repair and replacement in the amount of not to exceed \$7,100 in which Mr. Nesselt will work with the vendor to make the suggested changes of the District Manager was approved. 3-1

TWELFTH ORDER OF BUSINESS


Audience Comments

- None.

THIRTEENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Van Liew seconded by Ms. Tyne with all in favor the meeting was adjourned at 8:16 p.m. 4-0



Michael Berman, Chairman