

**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 September 25, 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

Also present were:

Mark Vega	District Manager
Don Nesselt	Clubhouse Manager
Brandon Romine	Project Manager

*The following is a summary of the discussions and actions taken at the September 25, 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 6:55 pm; Mr. Berman called the roll.

**SECOND ORDER OF BUSINESS**

**Audience Comments on Agenda**

Audience comments were received.

**THIRD ORDER OF BUSINESS**

**Consent Agenda**

- A. Approval of Minutes of July 24, 2018**
- B. Acceptance of Financials of August 31, 2018**

On MOTION by Mr. Van Liew seconded by Ms. Tynes with all in favor the consent agenda was approved. 3-0
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**FOURTH ORDER OF BUSINESS**

**Attorney's Report**

- Mr. Vega stated the attorney and the engineer are working together on a road issue.

- When they turned in the last section of roads over to the County, they accepted eight roads and Marsh Glen was left off.
- Mr. Vega and Mr. Steady have given all the information to Ms. Stewart to go to the County.
- They are taking the stance that it was the intent of the County to take Marsh Glen but it just got left off. They think they have enough information from the initial paperwork to make that happen. This is going to resolve some of the HOA aspects of their street enforcements.

**FIFTH ORDER OF BUSINESS**

**Engineer’s Report**

- None.

**SIXTH ORDER OF BUSINESS**

**Aquatic’s Report**

- Mr. Vega indicated aquatics is going to modify the contract at no cost to include ponds 45A and 45B which the HOA is no longer maintaining and they are owned by the CDD; however, the CDD will no longer maintain ponds 48 and 51 and the ownership map will be revised.
- Mr. Vega asked Mr. Taylor for the next agenda package, to include all the ponds so that the Board can have a full snapshot of everything to get a more accurate account.

**SEVENTH ORDER OF BUSINESS**

**District Manager’s Report**

**A. Discussion of Resumes for Vacant Seat**

- Mr. Vega stated they received two resumes and both candidates attended last months meeting and introduced themselves and they are present at todays’ meeting.
  - a. *Bonnie Hazelett*
  - b. *James Callaghan*
- Both candidates provided a brief synopsis to the Board and indicated why they should be on the Board. Questions were asked and responses received.
- Mr. Vega indicated we will wait until after the election to complete the designation of officers.
- Discussion ensued regarding the vacant seat and the appointment process for filling a seat.
- Mr. Van Liew questioned the process for appointing someone to the Board.
- Ms. Tynes suggested the process remain the same. A decision will be made at the November meeting regarding the available seats on the Board.

**B. Designation of Officers, Resolution 2018-08**

- Resolution was not used.

**C. Discussion of FMIT Health Renewal**

- Mr. Vega provided the Board with the health insurance companies response as they needed it before their meeting. There was a 2% increase over what it was last year.

*Let the record reflect it is 7:24 p.m. and the meeting will recess to open the public hearing to discuss rules and procedures.*

**D. Discussion of Resolution 2017-1 Rules and Procedures**

- Mr. Vega asked if anyone had any comments. He stated the rules and procedures have been on the website for two months. He believes this Board is leaning towards raising the outside fee to be equal to that of the CDD rate.
- Mr. Berman stated he would like to see in the rules and procedures not as a dollar figure but matching the budget each year.
- The changes discussed regarding the rate are located on page 64 of the agenda package, Section V.
- Mr. Vega questioned if anyone was opposed to the buy-in rate being equal to what the community pays as a CDD. Everyone was in favor of raising the buy-in rate to the same as that of the CDD and the seasonal rate will be half.
- Mr. Vega asked if there were any other questions as it relates to the rules and procedures. The changes will be sent to Mr. Steady for proper legal verbiage.
- Residents comments and questions were received.

*Let the record reflect it is 7:38 p.m. and the public hearing to discuss rules and procedures is closed.*

*Since this was not an advertised public hearing, an advertised public hearing will occur at the November 27, 2018 meeting at which time a new resolution will be provided and the amended resolution 2017-1 motion will be rescinded.*

On MOTION by Ms. Tynes seconded by Mr. Van Liew with all in favor to amend the rates in Section V, page 64 of the agenda package, resolution 2017-1, rules and procedures was adopted. 3-0
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**E. Discussion of email from HOA**

- The HOA representative stated the sheriff is reluctant to monitor on the road discussed earlier during the engineers' report. Mr. Vega stated nothing will occur until Pasco County can straighten this out. However, in the interim the Board agreed to have Mr. Nesselt get FHP to patrol that area a little more.
- Mr. Vega stated the reason for County's reluctance is because of the ownership of the road and liability issues. Mr. Vega will reach out to the HOA once this process is completed.
- Mr. Vega was informed by Mr. Burns of the HOA that they are currently maintaining the monuments which are on CDD property. The HOA is wanting the CDD to take over the maintenance.
- Ms. Tynes questioned what is entailed. Mr. Vega stated if the monument has any damage, needs to be painted but also the landscaping in front of the monuments. Mr. Vega continued on to state there is no signed agreement between the HOA and the CDD.
- The HOA stated this is the same situation as the ponds. The HOA is trying to figure out who owns what and who will take care of what. This will be followed-up on the October agenda.

**F. Discussion of letter from Resident**

- Mr. Vega stated a letter was received from a resident, Mr. Tom Driscoll, regarding a number of trees hanging dangerously onto his property. Mr. Vega indicated to him per State law anything hanging over ones' property, the resident has the right to cut.
- Mr. Driscoll feels this should be addressed by the CDD. He is aware of the ordinance, but feels since the trees are CDD property they should be responsible for the maintenance.
- Discussion ensued regarding this issue.
- Mr. Vega will reach out to Justin of BrightView Tree Service to obtain a quote. Mr. Nesselt will also look at other areas which might need work.

**G. Post Card for Residents**

- Item was tabled until the October meeting.

**EIGHTH ORDER OF BUSINESS**

**Project Manager's Report**

September 25, 2018

Lake Bernadette CDD

- Mr. Vega received the architect drawings and reviewed each area with the Board. Discussion ensued in more detail about the areas of improvement. The architect is looking for buy in.

*Let the record reflect the Board took a recess from the Board meeting.*

*Let the record reflect the Board meeting has resumed and they have a quorum.*

- The Board physically reviewed the areas in question and indicated the following:
  - A rectangular layout for lobby is good.
  - A rectangular tray ceiling.
  - Full length glass windows will provide more light.
  - Maintaining ADA compliance.
  - Saunas to be removed.
  - Yoga room to be renamed a free weight room.
  - Removal of a portion of the knee wall.
  - Kitchen improvements.
- HVAC will be fine, the only thing they will have to be paying for is duct redirecting.
- Mr. Van Liew questioned the timeline for this project. Mr. Vega stated by the October meeting he will have the reflective ceiling drawings, HVAC drawings.
- The Board will take one last look at it, approve it and then go to bid. They will have bids for their November meeting, and approving which vendors they go with. Mr. Vega is unaware of what events are going on between Christmas and New Year's but assumes they do not want to start until the first week of February.
- Mr. Vega has received direction from the Board and indicated he should have plans for the Board to look at in October.

#### **NINTH ORDER OF BUSINESS**

#### **Clubhouse Manager's Report**

- Mr. Nesselt has updated 877 cards for the new access card reader system. He has trained three of his staff on this system.
- Mr. Vega stated as soon as the playground is done, the fence company will come in, then Complete IT will come in. By the October meeting everything will be done.
- Mr. Nesselt indicated that the playground project has started.
- Mr. Nesselt informed the Board, there have been some issues with doors, wiring with the new card system but Thomas of Complete IT has been very good coming in and fixing some of the little glitches.

September 25, 2018

Lake Bernadette CDD

- Mr. Nesselt stated the stripe and seal at the Cabana parking lot is set for the last week in October. This will be a two-day project.

**TENTH ORDER OF BUSINESS**

**New Business and Supervisors' Requests**

- None

**ELEVENTH ORDER OF BUSINESS**

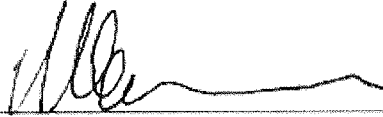
**Audience Comments**

- Audience comments were received.

**TWELFTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Ms. Tynes seconded by Mr. Van Liew with all in favor the meeting was adjourned at 9:30 p.m. 3-0



Michael Berman, Chairman