

**LAKE BERNADETTE
COMMUNITY DEVELOPMENT
DISTRICT**

AGENDA PACKAGE

JULY 25, 2023

Lake Bernadette Community Development District

Board of Supervisors

Michael Berman, Chairman
Robert Van Liew, Vice Chairman
Bonnie Hazelett, Assistant Secretary
Sharon Callie, Assistant Secretary
James Callaghan, Assistant Secretary

David Wenck, District Manager
Scott Steady, Esquire, District Counsel
Dan Nessel, Clubhouse Manager
Tonja Stewart, District Engineer

Regular Meeting Agenda

Tuesday, July 25, 2023 – 6:00 p.m.

-
- 1. Roll Call**
 - 2. Audience Comments Limited to 3 Minutes Per Person**
 - 3. Consent Agenda**
 - A. Approval of the Minutes of June 27, 2023 Meeting
 - B. Acceptance of the Financial Report as of June 2023
 - 4. Aquatic Report**
 - 5. Attorney's Report**
 - 6. Engineer's Report**
 - 7. District Manager's Report**
 - A. Discussion of Fiscal Year 2024 Modified Tentative Budget
 - B. 5-Year Plan
 - 8. Clubhouse Manager's Report**
 - A. FHP Stats
 - 9. Old Business**
 - 10. New Business and Supervisors' Requests**
 - 11. Adjournment**

**The Next Meeting and FY 2024 Budget Public Hearing is scheduled to be held on
Tuesday, August 22, 2023, at 6:00 p.m.**

District Office:

Inframark
210 North University Drive, Suite 702
Coral Springs, Florida, 33071
954-603-0033

Meeting Location:

Lake Bernadette Clubhouse
5410 Golf Links Boulevard
Zephyrhills, Florida 33541
813-788-7690

Third Order of Business

3A.

**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, June 27, 2023 at 6:00 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
Bonnie Hazelett	Assistant Secretary
James Callaghan	Assistant Secretary
Sharon Callie	Assistant Secretary

Also present were:

David Wenck	District Manager
Dan Nesselt	Clubhouse Manager
Tonja Stewart	District Engineer <i>(via phone)</i>

The following is a summary of the discussions and actions taken.

FIRST ORDER OF BUSINESS

Roll Call

- Mr. Berman called the meeting to order, and a quorum was established.

SECOND ORDER OF BUSINESS

**Audience Comments Limited to 3 Minutes
Per Person**

- Audience comments were received.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. Approval of the Minutes of May 23, 2023 Meeting**
- B. Acceptance of the Financial Report as of May 2023**

On MOTION by Ms. Hazelett seconded by Mr. Van Liew with all in favor the Consent Agenda was approved. (5-0)

FOURTH ORDER OF BUSINESS

Aquatic Report

- Comments were made regarding the weeds in the pond and the aquatic report.

FIFTH ORDER OF BUSINESS

Attorney’s Report

- No report was presented.

SIXTH ORDER OF BUSINESS

Engineer’s Report

- No report was presented.

SEVENTH ORDER OF BUSINESS

District Manager’s Report

A. FY2024 Modified Tentative Budget Discussion

- No changes were made to the Budget.

B. 5-Year Plan

- Mr. Berman noted he wanted to reach out to vendors about Solar Power.

EIGHTH ORDER OF BUSINESS

Clubhouse Manager’s Report

- Mr. Nesselt presented his report.

A. Mega Slam FX Proposal

On MOTION by Mr. Berman seconded by Ms. Callie with all in favor two Mega Slam Hoop Installations were approved at an amount not to exceed \$8,000. (5-0)

B. Street Light Discussion

On MOTION by Mr. Berman seconded by Ms. Hazelett with all in favor of a not to exceed amount of \$3,500 for a one-time charge and a not to exceed amount of \$30 per month for Duke Energy Street Lights. (5-0)

- Mr. Nesselt provided an update on Signarama.

C. FHP Stats

- FHP Stats were reviewed.

NINTH ORDER OF BUSINESS

Old Business

- None

TENTH ORDER OF BUSINESS

New Business and Supervisors’ Requests

- Supervisors requested Mr. Nesselt update the District’s website to reflect the correct Supervisor Contact Information.

June 27, 2023

Lake Bernadette CDD

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Hazelett seconded by Mr. Van Liew with all in favor the meeting was adjourned. (5-0)

David Wenck
Secretary

3B.

LAKE BERNADETTE
Community Development District

Financial Report

June 30, 2023

Prepared by:



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LAKE BERNADETTE
Community Development District

Financial Statements

(Unaudited)

June 30, 2023

Balance Sheet

June 30, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	DOUBLE EAGLE COURT ROAD FUND	JANINE DRIVE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 368,530	\$ -	\$ -	\$ 368,530
Due From Other Funds	-	23,374	11,830	35,204
Investments:				
Money Market Account	439,409	-	-	439,409
Money Market Fund	50,607	-	-	50,607
Treasury Bills (3 months)	999,360	-	-	999,360
Deposits	835	-	-	835
TOTAL ASSETS	\$ 1,858,741	\$ 23,374	\$ 11,830	\$ 1,893,945

<u>LIABILITIES</u>				
Accounts Payable	\$ 12,993	\$ -	\$ -	\$ 12,993
Accrued Expenses	3,433	-	-	3,433
Sales Tax Payable	15	-	-	15
Deposits	2,185	-	-	2,185
Due To Other Funds	35,204	-	-	35,204
TOTAL LIABILITIES	53,830	-	-	53,830

FUND BALANCES

Nonspendable:

Deposits	835	-	-	835
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Assigned to:

Operating Reserves	144,537	-	-	144,537
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Balance Sheet

June 30, 2023

ACCOUNT DESCRIPTION	GENERAL FUND	DOUBLE EAGLE COURT ROAD FUND	JANINE DRIVE FUND	TOTAL
Reserves - Clubhouse/Cabana	35,576	-	-	35,576
Reserves - Court Amenities	15,717	-	-	15,717
Reserves- Lake Embank/Drainage	92,517	-	-	92,517
Reserves - Roadways	44,693	-	-	44,693
Reserves - Swimming Pools	95,347	-	-	95,347
Unassigned:	1,375,689	23,374	11,830	1,410,893
TOTAL FUND BALANCES	\$ 1,804,911	\$ 23,374	\$ 11,830	\$ 1,840,115
TOTAL LIABILITIES & FUND BALANCES	\$ 1,858,741	\$ 23,374	\$ 11,830	\$ 1,893,945

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-23 BUDGET	JUN-23 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>						
Interest - Investments	\$ 4,000	\$ 32,073	\$ 28,073	\$ 333	\$ 5,292	\$ 4,959
Room Rentals	750	94	(656)	63	-	(63)
Interest - Tax Collector	100	1,346	1,246	8	1,109	1,101
Special Assmnts- Tax Collector	783,870	783,870	-	-	34,734	34,734
Special Assmnts- Discounts	(31,355)	(28,480)	2,875	-	-	-
Other Miscellaneous Revenues	1,250	35	(1,215)	104	35	(69)
Access Cards	175	33	(142)	15	9	(6)
Amenities Revenue	175	1,484	1,309	15	215	200
Recreation Membership	500	407	(93)	42	-	(42)
TOTAL REVENUES	759,465	790,862	31,397	580	41,394	40,814

EXPENDITURES

Administration

P/R-Board of Supervisors	12,000	8,600	3,400	1,000	-	1,000
FICA Taxes	918	658	260	77	-	77
ProfServ-Engineering	12,000	11,402	598	1,000	928	72
ProfServ-Legal Services	5,000	-	5,000	417	-	417
ProfServ-Mgmt Consulting	62,830	47,122	15,708	5,236	5,236	-
ProfServ-Property Appraiser	150	150	-	-	-	-
Professional Fees	8,400	-	8,400	700	-	700
Auditing Services	4,250	-	4,250	-	-	-
Postage and Freight	500	389	111	42	190	(148)
Insurance - General Liability	19,708	19,708	-	4,927	4,927	-
Printing and Binding	1,000	5	995	83	1	82
Legal Advertising	300	-	300	25	-	25

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-23 BUDGET	JUN-23 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Miscellaneous Services	1,200	449	751	100	68	32
Misc-Assessment Collection Cost	15,677	15,130	547	-	717	(717)
Misc-Taxes	2,500	2,812	(312)	-	-	-
Misc-Web Hosting	1,912	1,567	345	159	14	145
Office Supplies	150	-	150	13	-	13
Annual District Filing Fee	175	175	-	-	-	-
Total Administration	148,670	108,167	40,503	13,779	12,081	1,698
Field						
Payroll-General Staff	91,207	82,273	8,934	7,601	12,544	(4,943)
FICA Taxes	6,977	6,000	977	581	666	(85)
Retirement Benefits	5,635	-	5,635	470	-	470
Life and Health Insurance	28,379	19,546	8,833	2,365	(34)	2,399
Workers' Compensation	4,573	4,573	-	381	1,143	(762)
Contracts-Janitorial Services	8,100	7,395	705	675	850	(175)
Contracts-Security Services	496	372	124	41	41	-
Contracts-Landscape	52,164	39,123	13,041	4,347	4,347	-
Contracts-Roving Patrol	12,000	8,400	3,600	1,000	960	40
Travel	600	170	430	50	-	50
Communication - Telephone	850	607	243	71	63	8
Utility - Cable TV Billing	2,200	1,191	1,009	183	(111)	294
Electricity - General	16,000	15,074	926	1,333	1,986	(653)
Electricity - Streetlights	43,000	29,969	13,031	3,583	3,200	383
Utility - Water	10,000	12,065	(2,065)	833	1,409	(576)
Utility - Gas	11,000	4,638	6,362	917	-	917
Utility - Refuse Removal	500	666	(166)	42	54	(12)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-23 BUDGET	JUN-23 ACTUAL	VARIANCE (\$) FAV(UNFAV)
R&M-Air Conditioning	500	8,749	(8,249)	42	600	(558)
R&M-Buildings	3,300	2,886	414	275	-	275
R&M-Equipment	25,000	8,304	16,696	2,083	-	2,083
R&M-Other Landscape	15,000	27,426	(12,426)	1,250	6,670	(5,420)
R&M-Irrigation	7,500	9,516	(2,016)	625	2,147	(1,522)
R&M-Lake	18,576	18,532	44	1,548	1,548	-
R&M-Pest Control	2,500	1,404	1,096	208	120	88
R&M-Pools	23,000	28,938	(5,938)	1,917	6,016	(4,099)
R&M-Wetland Monitoring	5,000	-	5,000	417	-	417
R&M-Fitness Equipment	5,000	1,692	3,308	417	1,295	(878)
R&M-Pressure Washing	5,000	13,775	(8,775)	417	250	167
Road/Sidewalk Maintenance	5,000	5,086	(86)	417	-	417
Miscellaneous Services	7,000	2,196	4,804	583	57	526
Misc-News Letters	1,500	36	1,464	125	-	125
Misc-Contingency	5,300	1,945	3,355	442	408	34
Office Supplies	5,000	976	4,024	417	-	417
Cleaning Supplies	4,500	2,795	1,705	375	181	194
Op Supplies - Uniforms	600	626	(26)	50	626	(576)
Subscriptions and Memberships	3,500	2,544	956	292	283	9
Capital Outlay	90,000	34,877	55,123	7,500	13,299	(5,799)
Reserve	84,338	78,881	5,457	7,028	-	7,028
Total Field	610,795	483,246	127,549	50,901	60,618	(9,717)
TOTAL EXPENDITURES	759,465	591,413	168,052	64,680	72,699	(8,019)

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending June 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-23 BUDGET	JUN-23 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Excess (deficiency) of revenues						
Over (under) expenditures	-	199,449	199,449	(64,100)	(31,305)	32,795
Net change in fund balance	\$ -	\$ 199,449	\$ 199,449	\$ (64,100)	\$ (31,305)	\$ 32,795
FUND BALANCE, BEGINNING (OCT 1, 2022)	1,605,462	1,605,462				
FUND BALANCE, ENDING	\$ 1,605,462	\$ 1,804,911				

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending June 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-23 BUDGET	JUN-23 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>						
Special Assmnts- Tax Collector	4,116	4,116	-	-	191	191
Special Assmnts- Discounts	(165)	(149)	16	-	-	-
TOTAL REVENUES	3,951	3,967	16	-	191	191
<u>EXPENDITURES</u>						
<u>Administration</u>						
Misc-Assessment Collection Cost	82	79	3	-	4	(4)
Total Administration	82	79	3	-	4	(4)
TOTAL EXPENDITURES	82	79	3	-	4	(4)
Excess (deficiency) of revenues Over (under) expenditures	3,869	3,888	19	-	187	187
<u>OTHER FINANCING SOURCES (USES)</u>						
Contribution to (Use of) Fund Balance	3,869	-	(3,869)	-	-	-
TOTAL FINANCING SOURCES (USES)	3,869	-	(3,869)	-	-	-
Net change in fund balance	\$ 3,869	\$ 3,888	\$ (7,719)	\$ -	\$ 187	\$ 187
FUND BALANCE, BEGINNING (OCT 1, 2022)	19,486	19,486				
FUND BALANCE, ENDING	\$ 23,355	\$ 23,374				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2023

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	JUN-23 BUDGET	JUN-23 ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>						
Special Assmnts- Tax Collector	1,932	1,932	-	-	120	120
Special Assmnts- Discounts	(77)	(69)	8	-	-	-
TOTAL REVENUES	1,855	1,863	8	-	120	120
<u>EXPENDITURES</u>						
<u>Administration</u>						
Misc-Assessment Collection Cost	39	37	2	-	2	(2)
Total Administration	39	37	2	-	2	(2)
TOTAL EXPENDITURES	39	37	2	-	2	(2)
Excess (deficiency) of revenues Over (under) expenditures	1,816	1,826	10	-	118	118
<u>OTHER FINANCING SOURCES (USES)</u>						
Contribution to (Use of) Fund Balance	1,816	-	(1,816)	-	-	-
TOTAL FINANCING SOURCES (USES)	1,816	-	(1,816)	-	-	-
Net change in fund balance	\$ 1,816	\$ 1,826	\$ (3,622)	\$ -	\$ 118	\$ 118
FUND BALANCE, BEGINNING (OCT 1, 2022)	10,004	10,004				
FUND BALANCE, ENDING	\$ 11,820	\$ 11,830				

Notes to the Financial Statements

June 30, 2023

Governmental Funds

▶ **Assets**

- **Investments** - General Fund monies (See Cash & Investment Report for further details.) There is a checking & MM account with Bank United, and T-Bills & MMF account with Valley Bank.
- **Due From Other Funds** - Monies owed for assessment collections.
- **Deposits** - Progress Energy & Pasco County Utility deposits.

▶ **Liabilities**

- **Accounts Payable** - Invoices for current month but not paid in current month.
- **Deposits** - Utility & Pool key deposits.

Fund Balance

- **Reserves** - Operating - for 1st Quarter operations of CDD for repairs & maintenance.
- **Reserves** - Clubhouse / Cabana - for repairs and maintenance.
- **Reserves** - Court Amenities - for repairs and maintenance.
- **Reserves** - Lake Embankment / Drainage - for drainage repairs and maintenance.
- **Reserves** - Roadways - for roadway repairs and maintenance.
- **Reserves** - Swimming Pools - for swimming pool repairs and maintenance.

Notes to the Financial Statements

June 30, 2023

Financial Overview / Highlights

Revenues

- ▶ Total General Fund revenues are 104.13% of the Annual Adopted budget and Assessments are at 100% collected.
- ▶ Total General Fund expenditures are at approximately 77.87% of the Annual Adopted budget above the rated 75%.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
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Expenditures

Administrative

ProfServ - Engineering	\$ 12,000	\$ 11,402	95%	Stantec pond maintenance, preparing for district monthly meetings, follow up on pond management contract, and clubhouse parking lot pavement through May.
Insurance - General Liability	\$ 19,708	\$ 19,708	100%	FMIT 4th installment made in June.
Misc-Web Hosting	\$ 1,912	\$ 1,567	82%	ADA compliance payment - \$1,553.

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
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Field

Payroll-General Staff	\$ 91,207	\$ 82,273	90%	Staff payroll through June.
FICA Taxes	\$ 6,977	\$ 6,000	86%	Payroll taxes through June.
Life and Health Insurance	\$ 28,379	\$ 19,546	69%	Health & Dental insurance through June.
Workers' Compensation	\$ 4,573	\$ 4,573	100%	FMIT 4th installment made in June.
Contracts - Janitorial Services	\$ 8,100	\$ 7,395	91%	9 cleanings @ \$85 per cleaning.
Utility - Cable TV Billing	\$ 2,200	\$ 1,191	54%	Charter Communication payment for services.
Electricity - General	\$ 16,000	\$ 15,074	94%	Pasco County Utilities payment for services.

Notes to the Financial Statements

June 30, 2023

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Variance Analysis - continued				
<i>Field Continued</i>				
Utility - Gas	\$ 11,000	\$ 4,638	42%	Bahr's Propane Gas payment for services.
Utility - Refuse Removal	\$ 500	\$ 666	133%	Waste Management refuse removal payment for services.
R&M - Equipment	\$ 25,000	\$ 8,304	33%	Reese Electric monument lighting - \$4,955; Complete I.T. repair exit wave sensor and G4 camera - \$792; various equipment repairs.
R&M - Irrigation	\$ 7,500	\$ 9,516	127%	Rainmaker Irrigation - repairs for outdoor timer and solenoids.
R&M - Pest Control	\$ 2,500	\$ 1,404	56%	On The Fly Pest Control January maintenance; Rainmaker Irrigation ant control - \$750.
R&M - Pools	\$ 23,000	\$ 28,938	126%	Aqua Triangle pool repairs and monthly maintenance.
Office Supplies	\$ 5,000	\$ 976	20%	Home Depot general office supplies.
Capital Outlay	\$ 90,000	\$ 34,877	39%	Ace Courts resurfacing basketball court and footer installation - \$20,775; Signarama of New Tampa refresh entrance monument - \$13,299.
Reserve	\$ 84,338	\$ 78,881	94%	Site masters pool pump improvement, deposit - \$8,400; ACPLM milling/paving/stripping sidewalk repairs - \$69,268.

LAKE BERNADETTE
Community Development District

Supporting Schedules

June 30, 2023

Lake Bernadette

Community Development District

**Non-Ad Valorem Special Assessments
(Pasco County Tax Collector - Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2023**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	ALLOCATION		
					General Fund Assessments	Eagle Fund Assessments	Janine Drive Fund Assessments
Assessments Levied FY 2023				\$789,918	\$ 783,870	\$ 4,116	\$ 1,932
Allocation %				100.00%	99.24%	0.52%	0.24%
11/07/22	\$ 5,045	\$ 275	\$ 103	\$ 5,423	5,382	28	13
11/15/22	23,358	993	477	24,828	24,640	129	60
11/21/22	41,698	1,773	851	44,322	43,985	230	106
11/25/22	62,325	2,650	1,272	66,246	65,743	344	159
12/02/22	385,336	16,369	7,864	409,570	406,457	2,130	983
12/09/22	77,125	3,258	1,574	81,957	81,334	426	197
12/20/22	40,540	1,670	827	43,037	42,709	224	103
01/12/23	12,009	379	245	12,633	12,537	66	30
02/07/23	32,918	1,233	672	34,822	34,558	181	84
03/08/23	7,905	81	161	8,147	8,086	42	20
04/13/23	21,400	18	437	21,854	21,688	114	52
05/10/23	1,993	-	41	2,033	2,018	11	5
06/06/23	876	-	18	893	887	5	2
06/13/23	33,521 1	-	705	34,226	33,966	178	82
TOTAL	\$ 746,049	\$ 28,700	\$ 15,247	\$ 789,918	\$ 783,870	\$ 4,116	\$ 1,932
% COLLECTED				100%	100%	100%	100%
TOTAL OUTSTANDING				\$ -	\$ -	\$ -	\$ -

Notes:

1) Tax Certificate sale.

Cash and Investment Report

June 30, 2023

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
GENERAL FUND				
Checking Account - Operating	BankUnited	N/A	0.00%	\$ 368,530
			Subtotal Checking	\$ 368,530
Money Market Account	BankUnited	N/A	5.15%	\$ 439,409
			Subtotal MM	\$ 439,409
T-Bills - 3 Months	Valley Bank	Sep '23	5.13%	999,360
Money Market Fund	Valley Bank	N/A	4.70%	50,607
			Subtotal Investments	1,049,967
			Grand Total	\$ 1,857,906

LAKE BERNADETTE

Community Development District

**Payment Register by Fund
For the Period from 06/01/23 to 06/30/23
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	3892	06/02/23	ACPLM, INC	2023542-BAL	MILL, PAVE & STRIPE PAVING	Reserve - Roadways	568138-53901	\$10,000.00
001	3893	06/02/23	BIG JOHNS JANITORIAL SUPPLIES	174820	CLEANING SUPPLIES	Cleaning Supplies	551003-53901	\$223.57
001	3894	06/02/23	FL MUNICIPAL INSURANCE TRUST	051923-FH0786	LIFE/HEALTH INSURANCE JUNE 2023	Life and Health Insurance	523001-53901	\$2,398.55
001	3895	06/02/23	PASCO CNTY PROPERTY APPRAISER	050223-NON AD VAL		ProfServ-Property Appraiser	531035-51301	\$150.00
001	3897	06/02/23	RAINMAKER IRRIGATION	43999	MAY 2023 LANDSCAPE SVCS	Contracts-Landscape	534050-53901	\$4,347.00
001	3898	06/02/23	SITE MASTERS OF FL LLC	052623-4	MAINT TO POND 30B	R&M-Lake	546042-53901	\$4,600.00
001	3898	06/02/23	SITE MASTERS OF FL LLC	052623-5	REMOVE BASKETBALL POST @ PICKLEBALL CRT	Miscellaneous Services	549001-53901	\$500.00
001	3899	06/02/23	STAN'S LOCK AND KEY SERVICE	39468	INSPECT AND ADJUST DOORS	R&M-Buildings	546012-53901	\$115.00
001	3900	06/08/23	AQUA TRIANGLE 1 CORP	117227	CLEANING TECH - POOL	R&M-Pools	546074-53901	\$120.00
001	3900	06/08/23	AQUA TRIANGLE 1 CORP	1928	MAY CLEANING SVCS	R&M-Pools	546074-53901	\$1,110.00
001	3901	06/08/23	COMPLETE I.T.	10997	BRIVO/CDD/HOA GOOGLE EMAIL	Subscriptions & Memberships	554001-53901	\$282.65
001	3902	06/08/23	INFRAMARK, LLC	95158	MAY 2023 MGMT SVCS	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,235.83
001	3902	06/08/23	INFRAMARK, LLC	95158	MAY 2023 MGMT SVCS	Postage and Freight	541006-51301	\$21.00
001	3902	06/08/23	INFRAMARK, LLC	95158	MAY 2023 MGMT SVCS	Printing and Binding	547001-51301	\$3.00
001	3903	06/08/23	RAINMAKER IRRIGATION	44045	IRR REPAIRS 3/15/23	R&M-Irrigation	546041-53901	\$1,399.85
001	3903	06/08/23	RAINMAKER IRRIGATION	44092	IRR REPAIRS 3/21/23	R&M-Irrigation	546041-53901	\$90.90
001	3904	06/08/23	SOLITUDE LAKE MANAGEMENT	PSI-84396	JUNE 2023 LAKE MAINT	R&M-Lake	546042-53901	\$1,548.00
001	3905	06/13/23	AQUA TRIANGLE 1 CORP	117510	NEW POOL CHEMICAL CONTROLLER	R&M-Pools	546074-53901	\$2,399.95
001	3906	06/13/23	HOME DEPOT	052123-9992	APRIL/MAY PURCHASES	MAINT SUPPLIES	551003-53901	\$39.85
001	3906	06/13/23	HOME DEPOT	052123-9992	APRIL/MAY PURCHASES	MAINT SUPPLIES	551003-53901	\$104.45
001	3907	06/13/23	RAINMAKER IRRIGATION	44155	JUNE 2023 LANDSCAPE SVCS	Contracts-Landscape	534050-53901	\$4,347.00
001	3908	06/20/23	ACPLM, INC	2023727	BANK FEE CHG TO VENDOR - BANK TO REIM CDD	Miscellaneous Services	549001-51301	\$35.00
001	3909	06/20/23	ARTISTIC POOLS OF FLORIDA INC	C1060823-01	INSTALL NEW ANCHORS / LADDERS	Reinstall ladders with new escutcheons	546074-53901	\$1,334.14
001	3910	06/20/23	COASTAL FITNESS SERVICE	T-33216	SERVICE FIT EQUIPMENT	R&M-Fitness Equipment	546115-53901	\$175.00
001	3910	06/20/23	COASTAL FITNESS SERVICE	T-33215	SERVICE FITNESS EQMNT	R&M-Fitness Equipment	546115-53901	\$1,120.00
001	3911	06/20/23	ERIC ROSINSKI	06012023	PRESSURE WASHING	R&M-Pressure Washing	546171-53901	\$250.00
001	3912	06/20/23	FL MUNICIPAL INSURANCE TRUST	INV-38343-Q3H1	4TH INSTALLMENT FY 22/23	Insurance - General Liability	545002-51301	\$4,927.00
001	3912	06/20/23	FL MUNICIPAL INSURANCE TRUST	INV-38343-Q3H1	4TH INSTALLMENT FY 22/23	Workers' Compensation	524001-53901	\$1,143.25
001	3913	06/20/23	RAINMAKER IRRIGATION	44208	REMOVAL OF OAK DEBRIS 5/24/23	R&M-Other Landscape	546036-53901	\$960.00
001	3914	06/20/23	SARAH NESSELT	061423	CLENANING SVCS JUNE 2023	Contracts-Janitorial Services	534026-53901	\$850.00
001	3915	06/23/23	AD DYNAMICS, INC.	19043	POLO SHIRTS	staff shirts	552028-53901	\$625.52
001	3916	06/23/23	AQUA TRIANGLE 1 CORP	111793	POOL MAINT	R&M-Pools	546074-53901	\$1,171.95
001	3917	06/23/23	DAN NESSELT	061523-CELL	PHONE REIMBURSEMENT MAY	CELL PHONE - APRIL - MAY	541003-53901	\$62.60
001	3918	06/23/23	SIGNARAMA OF NEW TAMPA	DEP-16497	REFRESH EILAND ENTRANCE MONUMENT	Capital Outlay	564043-53901	\$13,298.80
001	3919	06/29/23	DLTD SOLUTIONS INC.	0004374	ADMINISTRATIVE/SCHEDULERS FEE MAY 2023	Contracts-Roving Patrol	534099-53901	\$160.00
001	3920	06/29/23	JEFFREY MASON	0004375	SEC/TRAFFIC CONTROL MAY 2023	Contracts-Roving Patrol	534099-53901	\$800.00
001	3921	06/29/23	RAINMAKER IRRIGATION	44230	IRRIGATION REPAIRS	R&M-Irrigation	546041-53901	\$114.68
001	3921	06/29/23	RAINMAKER IRRIGATION	44235	REMOVAL AND DISPOSAL OF DEAD OAK TREE	R&M-Other Landscape	546036-53901	\$2,400.00
001	3922	06/29/23	STANTEC	2090988	ENGG SVCS THRU MAY 2023	ProfServ-Engineering	531013-51501	\$927.50
001	DD02928	06/05/23	ELAN FINANCIAL SVCS - ACH	051223-2780 ACH	FUEL	FUEL FOR EQUIP / VEHICLE	546022-53901	\$100.00
001	DD02928	06/05/23	ELAN FINANCIAL SVCS - ACH	051223-2780 ACH	FUEL	REPLACEMENT SIGNS PARKING LOT SEC	549001-53901	\$167.50
001	DD02928	06/05/23	ELAN FINANCIAL SVCS - ACH	051223-2780 ACH	FUEL	RETURNED AED	546022-53901	(\$135.00)
001	DD02929	06/05/23	PASCO COUNTY UTILITIES SERVICE	051723 ACH	BILL PRD 4/5-5/5/23	Utility - Water	543018-53901	\$1,230.31
001	DD02936	06/15/23	DUKE ENERGY	052523 ACH	BILL PRD 4/26-5/24/23	Electricity - Streetlighting	543013-53901	\$3,420.38
001	DD02937	06/15/23	FRONTIER	052223-7690 ACH	BILL PRD 05/22/23-06/21/23	Communication - Telephone	541003-53901	\$81.58
001	DD02938	06/15/23	WASTE MANAGEMENT OF FLORIDA - ACH	0855653-1568-7 ACH	REFUSE REMOVAL JUNE 2023	Utility - Refuse Removal	543020-53901	\$54.40
001	DD02945	06/02/23	ADT SECURITY SVCS - ACH	991809993	SEC SVCS JUN 2023	SEC SVCS JUNE 2023	534037-53901	\$41.30
001	DD02946	06/28/23	DUKE ENERGY	060723 ACH	BILL PRD 5/4-6/5/23	Electricity - General	543006-53901	\$1,985.89

LAKE BERNADETTE

Community Development District

**Payment Register by Fund
For the Period from 06/01/23 to 06/30/23
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	DD02930	06/08/23	WILLIAM F. KIELY III	PAYROLL	June 08, 2023 Payroll Posting			\$565.12
001	DD02931	06/08/23	THOMAS O. MINE	PAYROLL	June 08, 2023 Payroll Posting			\$181.01
001	DD02932	06/08/23	MARTINA YATES	PAYROLL	June 08, 2023 Payroll Posting			\$310.30
001	DD02933	06/08/23	JOHN S. YATES	PAYROLL	June 08, 2023 Payroll Posting			\$155.14
001	DD02934	06/08/23	DENISE M. LANSER	PAYROLL	June 08, 2023 Payroll Posting			\$354.16
001	DD02935	06/08/23	DANIEL A. NESSELT	PAYROLL	June 08, 2023 Payroll Posting			\$2,227.58
001	DD02939	06/22/23	WILLIAM F. KIELY III	PAYROLL	June 22, 2023 Payroll Posting			\$443.28
001	DD02940	06/22/23	THOMAS O. MINE	PAYROLL	June 22, 2023 Payroll Posting			\$77.57
001	DD02941	06/22/23	MARTINA YATES	PAYROLL	June 22, 2023 Payroll Posting			\$310.30
001	DD02942	06/22/23	JOHN S. YATES	PAYROLL	June 22, 2023 Payroll Posting			\$155.14
001	DD02943	06/22/23	DENISE M. LANSER	PAYROLL	June 22, 2023 Payroll Posting			\$360.16
001	DD02944	06/22/23	DANIEL A. NESSELT	PAYROLL	June 22, 2023 Payroll Posting			\$2,227.58
Fund Total								\$83,705.74

Total Checks Paid	\$83,705.74
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Fourth Order of Business

SOLITUDE

LAKE MANAGEMENT



Lake Bernadette CDD Waterway Inspection Report

Reason for Inspection: Normal growth observed

Inspection Date: 2023-07-07

Prepared for:

Mr. Mark Vega, District Manager
Inframark
2654 Cypress Ridge Boulevard, Suite #101
Wesley Chapel, Florida 33544

Prepared by:

Nick Margo, Aquatic Biologist

Wesley Chapel Field Office
SOLITUDELAKEMANAGEMENT.COM
888.480.LAKE (5253)

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Site: 13

Comments:

Normal growth observed

The site is starting to see some sesbania growth and should be treated soon.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



July, 2023



June, 2023

Site: 16

Comments:

Site looks good

The site remains in good condition with no new nuisance vegetation growth to note.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



July, 2023



June, 2023

Site: 17

Comments:

Site looks good

The site remains in good condition with no noted nuisance growth and minimal algae.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



July, 2023



June, 2023

Site: 18

Comments:

Normal growth observed
The site contains some mats of algae on the water surface.

Action Required:

Routine maintenance next visit

Target:

Surface algae



July, 2023



June, 2023

Site: 20

Comments:

Normal growth observed
The site current has a dark algae bloom that will require treatment for control.

Action Required:

Routine maintenance next visit

Target:

Surface algae



July, 2023



June, 2023

Site: 21

Comments:

Site looks good
The site is clear of any major vegetation and/or debris.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



July, 2023



June, 2023

Site: 22

Comments:

Site looks good
The site has water and some decay in the treatment area but no new regrowth.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



July, 2023



June, 2023

Site: 30

Comments:

Normal growth observed
The site has more water and contains torpedograsses that will require an herbicide application.

Action Required:

Routine maintenance next visit

Target:

Torpedograss



July, 2023



June, 2023

Site: 30A

Comments:

Site looks good
Part of the torpedograss decay broke off the backside and has regrowth in a mat near the homeowners' shoreline.

Action Required:

Routine maintenance next visit

Target:

Torpedograss



July, 2023



June, 2023

Site: 32

Comments:

Site looks good

The water level is back down and there is some decay along the perimeter with no new regrowth noted.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



July, 2023



June, 2023

Site: 33

Comments:

Normal growth observed

The site contains a dark band of algae along the perimeter and a build up where the bulrush is.

Action Required:

Routine maintenance next visit

Target:

Surface algae



July, 2023



June, 2023

Site: 34

Comments:

Site looks good

The site remains in good condition with minimal issues affecting the site and good water quality.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



July, 2023



June, 2023

Site: 35

Comments:

Site looks good

The water level went down since last month but the site remains in good condition with no issues.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



July, 2023



June, 2023

Site: 45A

Comments:

Normal growth observed

The site will require an herbicide application for the torpedograss that has filled in since the water level went up and now is starting to go back down.

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds



July, 2023



June, 2023

Site: 45B

Comments:

Normal growth observed

Torpedograss is starting to fill in and will require herbicide application for control.

Action Required:

Routine maintenance next visit

Target:

Torpedograss



July, 2023



June, 2023

Site: 46A

Comments:

Site looks good

The site remains in good condition with no noted new nuisance growth.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



July, 2023



June, 2023

Site: 46B

Comments:

Site looks good

The site remains in good condition with minimal nuisance weeds and no algae.

Action Required:

Routine maintenance next visit

Target:

Species non-specific



July, 2023



June, 2023

Site: 47

Comments:

Normal growth observed

The site contains a band of algae along the perimeter.

Action Required:

Routine maintenance next visit

Target:

Surface algae



July, 2023



June, 2023

Site: A

Comments:

Site looks good
The site remains in overall good condition with no noted regrowth.



July, 2023



June, 2023

Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site: WA9

Comments:

Normal growth observed
Some taller species like sesbania are starting to pop up and require an herbicide application.



July, 2023



June, 2023

Action Required:

Routine maintenance next visit

Target:

Shoreline weeds

Site: WA43

Comments:

Site looks good
The site is still in good condition with minimal nuisance vegetation and a good diversity of native, beneficial plants.



July, 2023



June, 2023

Action Required:

Routine maintenance next visit

Target:

Species non-specific

Site:

Comments:

Action Required:

Target:

Site:

Comments:

Action Required:

Target:

Management Summary

With the lack of rain and very hot temperatures lately we're seeing a few seasonal issues that need to be addressed.

Sites 18, 20, 33 & 47 all have some type of significant algae. While the entire sites are not covered in mats, there is enough accumulation that the sites can use treatments for control. 20 needs the most attention, but the rest of the sites are not as bad and just have areas of algae.

The low water levels are also triggering a lot of shoreline weed growth. We see mostly torpedograss and pennywort growth in sites 20 45A & 45B. Sites 13 & WA9 are close to the point of needing an airboat for larger species such as sesbania.

Thank You for choosing SOLitude Lake Management!

Site	Comments	Target	Action Required
13	Normal growth observed	Shoreline weeds	Routine maintenance next visit
16	Site looks good	Species non-specific	Routine maintenance next visit
17	Site looks good	Species non-specific	Routine maintenance next visit
18	Normal growth observed	Surface algae	Routine maintenance next visit
20	Normal growth observed	Surface algae	Routine maintenance next visit
21	Site looks good	Species non-specific	Routine maintenance next visit
22	Site looks good	Species non-specific	Routine maintenance next visit
30	Normal growth observed	Torpedograss	Routine maintenance next visit
30A	Site looks good	Torpedograss	Routine maintenance next visit
32	Site looks good	Species non-specific	Routine maintenance next visit
33	Normal growth observed	Surface algae	Routine maintenance next visit
34	Site looks good	Species non-specific	Routine maintenance next visit
35	Site looks good	Species non-specific	Routine maintenance next visit
45A	Normal growth observed	Shoreline weeds	Routine maintenance next visit
45B	Normal growth observed	Torpedograss	Routine maintenance next visit
46A	Site looks good	Species non-specific	Routine maintenance next visit
46B	Site looks good	Species non-specific	Routine maintenance next visit
47	Normal growth observed	Surface algae	Routine maintenance next visit
A	Site looks good	Species non-specific	Routine maintenance next visit
WA9	Normal growth observed	Shoreline weeds	Routine maintenance next visit
WA43	Site looks good	Species non-specific	Routine maintenance next visit

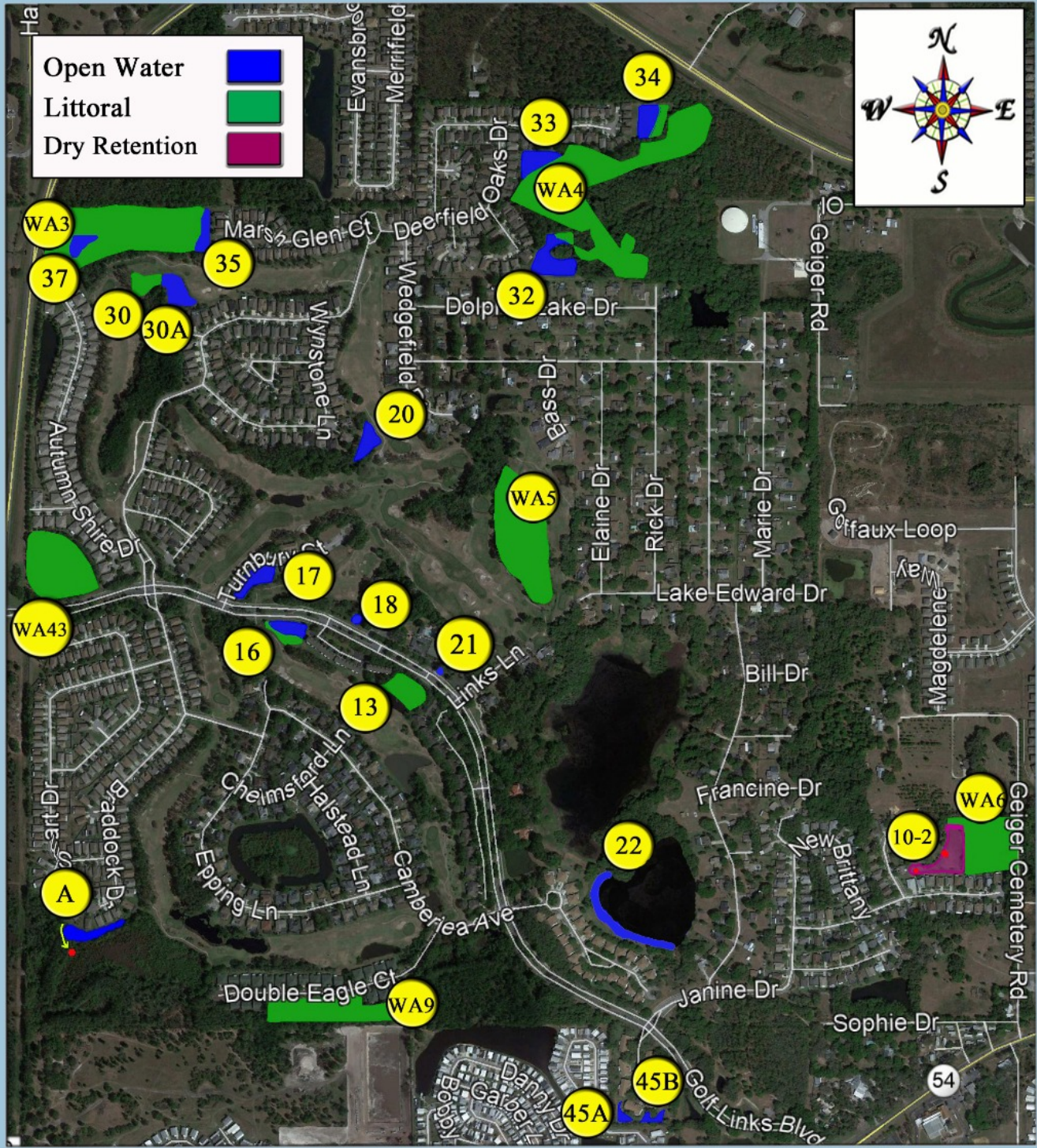


A Renokoi Company
Restoring Balance. Enhancing Beauty.

Lake Bernadette CDD

Zephyrhills, Florida

Call 888.480.LAKE



Seventh Order of Business

7A

LAKE BERNADETTE
Community Development District

Annual Operating Budget

Fiscal Year 2024

Modified Tentative Budget
(Printed - 07/19/23 @ 11:00 AM)

Prepared by:



LAKE BERNADETTE

Community Development District

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LAKE BERNADETTE
Community Development District

Operating Budget
Fiscal Year 2024

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	JUL-	PROJECTED	BUDGET
			FY 2023	JUN-2023	SEP-2023	FY 2023	FY 2024
REVENUES							
Interest - Investments	\$ 3,442	\$ 3,123	\$ 4,000	\$ 32,073	\$ 10,691	\$ 42,764	\$ 12,000
Room Rentals	545	543	750	94	31	125	1,000
Interest - Tax Collector	3	1	100	1,346	-	1,346	100
Special Assmnts- Tax Collector	783,912	783,912	783,870	783,870	-	783,870	783,870
Special Assmnts- Discounts	(27,195)	(28,639)	(31,355)	(28,480)	-	(28,480)	(31,355)
Other Miscellaneous Revenues	661	2,244	1,250	35	12	47	1,000
Access Cards	46	84	175	33	11	44	50
Amenities Revenue	-	1,307	175	1,484	495	1,979	175
Insurance Premium Rebate	2,031	-	-	-	-	-	-
Recreation Membership	-	925	500	407	136	543	500
TOTAL REVENUES	763,445	763,500	759,465	790,862	11,375	802,237	767,340
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	11,724	9,877	12,000	8,600	3,400	12,000	12,000
FICA Taxes	826	826	918	658	260	918	918
ProfServ-Engineering	12,308	5,002	12,000	11,402	598	12,000	12,000
ProfServ-Legal Services	8,923	925	5,000	-	4,924	4,924	5,000
ProfServ-Mgmt Consulting Serv	57,785	61,000	62,830	47,122	15,708	62,830	62,830
ProfServ-Property Appraiser	150	150	150	150	-	150	150
Professional Fees	-	-	8,400	-	-	-	-
Auditing Services	4,250	4,250	4,250	-	4,250	4,250	4,250
Postage and Freight	281	395	500	389	130	519	500
Insurance - General Liability	16,556	17,682	19,708	19,708	-	19,708	21,679
Printing and Binding	641	631	1,000	5	500	505	1,000
Legal Advertising	800	673	300	-	-	-	300
Miscellaneous Services	1,212	2,084	1,200	449	150	599	1,200
Misc-Assessmnt Collection Cost	12,807	12,377	15,677	15,130	-	15,130	15,677
Misc-Taxes	2,087	2,180	2,500	2,812	-	2,812	2,500

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JUN-2023	JUL- SEP-2023	PROJECTED FY 2023	BUDGET FY 2024
Misc-Web Hosting	2,364	1,712	1,912	1,567	-	1,567	1,552
Office Supplies	-	-	150	-	150	150	150
Annual District Filing Fee	175.00	175.00	175	175	-	175	175
Total Administrative	132,889	119,939	148,670	108,167	30,069	138,236	141,881
Field							
Payroll-General Staff	100,733	101,916	91,207	82,273	8,934	91,207	103,309
FICA Taxes	7,706	7,796	6,977	6,000	977	6,977	7,903
Retirement Benefits	-	-	5,635	-	5,635	5,635	7,200
Life and Health Insurance	14,431	21,960	28,379	19,546	8,833	28,379	31,217
Workers' Compensation	4,366	4,383	4,573	4,573	-	4,573	4,573
Contracts-Janitorial Services	8,400	8,875	8,100	7,395	705	8,100	9,420
Contracts-Security Services	454	537	496	372	124	496	496
Contracts-Landscape	48,300	48,944	52,164	39,123	13,041	52,164	54,772
Contracts-Pools	-	-	-	-	-	-	23,000
Contracts-Ponds	-	-	-	-	-	-	18,576
Contracts-Roving Patrol	12,520	11,080	12,000	8,400	3,600	12,000	12,000
Travel	256	275	600	170	430	600	600
Communication - Telephone	527	700	850	607	243	850	950
Utility - Cable TV Billing	2,140	2,381	2,200	1,191	1,009	2,200	2,200
Electricity - General	13,710	22,766	16,000	15,074	5,025	20,099	22,000
Electricity - Streetlighting	34,863	38,213	43,000	29,969	13,031	43,000	49,000
Utility - Water	10,854	11,041	10,000	12,065	4,022	16,087	16,000
Utility - Gas	7,144	7,557	11,000	4,638	6,362	11,000	5,000
Utility - Refuse Removal	408	826	500	666	222	888	1,100
R&M-Air Conditioning	6,485	1,760	500	8,749	2,916	11,665	500
R&M-Buildings	4,520	3,524	3,300	2,886	414	3,300	3,300
R&M-Equipment	15,327	9,289	25,000	8,304	16,696	25,000	18,000
R&M-Other Landscape	14,226	12,075	15,000	27,426	5,000	32,426	15,000
R&M-Irrigation	1,073	13,236	7,500	9,516	3,172	12,688	10,000

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JUN-2023	JUL- SEP-2023	PROJECTED FY 2023	BUDGET FY 2024
R&M-Lake	18,576	18,576	18,576	18,532	44	18,576	-
R&M-Pest Control	771	2,419	2,500	1,404	1,096	2,500	1,600
R&M-Pools	26,689	40,962	23,000	28,938	7,000	35,938	-
R&M-Wetland Monitoring	-	-	5,000	-	5,000	5,000	5,000
R&M-Fitness Equipment	802	-	5,000	1,692	3,308	5,000	5,000
R&M-Fitness Center	-	1,294	-	-	-	-	-
R&M-Pressure Washing	8,557	3,800	5,000	13,775	4,592	18,367	5,000
Road/Sidewalk Maintenance	6,227	2,350	5,000	5,086	1,500	6,586	7,000
Miscellaneous Services	3,929	7,959	7,000	2,196	4,804	7,000	7,000
Misc-News Letters	250	350	1,500	36	350	386	-
Misc-Contingency	235	1,477	5,300	1,945	3,355	5,300	1,500
Office Supplies	2,941	3,919	5,000	976	4,024	5,000	5,000
Cleaning Supplies	1,999	3,694	4,500	2,795	1,705	4,500	4,500
Op Supplies - Uniforms	-	571	600	626	-	626	600
Subscriptions and Memberships	2,720	3,882	3,500	2,544	956	3,500	3,500
Capital Outlay	-	11,617	90,000	34,877	55,123	90,000	19,306
Reserve	-	-	84,338	78,881	5,457	84,338	144,338
Reserve - Clubhouse/Cabana	10,820	24,980	-	-	-	-	-
Reserve - Court Amenities	1,588	7,825	-	-	-	-	-
Reserve-Lake Embankm/Drainage	7,430	16,950	-	-	-	-	-
Total Field	401,977	481,759	610,795	483,246	198,704	681,950	625,459
TOTAL EXPENDITURES	534,866	601,698	759,465	591,413	228,774	820,187	767,340
Excess (deficiency) of revenues							
Over (under) expenditures	228,579	161,802	-	199,449	(217,398)	(17,949)	-
Net change in fund balance	228,579	161,802	-	199,449	(217,398)	(17,949)	-
FUND BALANCE, BEGINNING	1,215,078	1,443,657	1,605,459	1,605,462	-	1,605,462	1,587,513
FUND BALANCE, ENDING	\$ 1,443,657	\$ 1,605,459	\$ 1,605,462	\$ 1,804,911	\$ (217,398)	\$ 1,587,513	\$ 1,587,513

Budget Narrative
Fiscal Year 2024**REVENUES****Interest-Investments**

The District earns interest on the monthly average collected balance for their operating accounts.

Room Rentals

The District receives fees for clubhouse rentals.

Interest Tax Collector

Interest received from Pasco County Tax Collector.

Special Assessments-Tax Collector

The District will levy a Non-Ad Valorem assessment on all the assessable property within the District in order to pay for the operating expenditures during the Fiscal Year.

Special Assessments-Discounts

Per Section 197.162, Florida Statutes, discounts are allowed for early payment of assessments. The budgeted amount for the fiscal year is calculated at 4% of the anticipated Non-Ad Valorem assessments.

Other Miscellaneous Revenue

Other revenues not included within another budgeted line item.

Access Cards

The District receives fees for pool access cards and keys.

Amenities Revenue

Revenue associated with Clubhouse or pool activities.

Recreation Membership

The District receives fees for non-resident memberships.

Budget Narrative
Fiscal Year 2024**EXPENDITURES****Administrative****P/R-Board of Supervisors**

Chapter 190 of the Florida Statutes allows for members of the Board of Supervisors to be compensated \$200 per meeting at which they are in attendance. The amount for the Fiscal Year is based upon supervisors attending all the meetings.

FICA Taxes

Payroll taxes for supervisor salaries are calculated as 7.65% of payroll.

Professional Services-Engineering

The District's engineer provides general engineering services to the District, i.e., attendance and preparation for monthly board meetings when requested, review of invoices, and other specifically requested assignments.

Professional Services-Legal Services

The District's Attorney provides general legal services to the District, i.e., attendance and preparation for monthly Board meetings, review of contracts, review of agreements and resolutions, and other research as directed or requested by the Board of Supervisors and the District Manager.

Professional Services-Management Consulting Services

The District receives Management, Accounting and Administrative services as part of a Management Agreement with Inframark Infrastructure Management Services. The budgeted amount for the fiscal year is based on the contracted fees outlined in Exhibit "A" of the Management Agreement.

Professional Services-Property Appraiser

The Property Appraiser provides the District with a listing of the legal description of each property parcel within the District boundaries, and the names and addresses of the owners of such property. The District reimburses the Property Appraiser for necessary administrative costs incurred to provide this service. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The budgeted amount for property appraiser costs is based on a flat fee of \$150.

Professional Fees

This includes the cost for project management.

Auditing Services

The District is required to conduct an annual audit of its financial records by an Independent Certified Public Accounting Firm. The budgeted amount for the fiscal year is based on contracted fees from an existing engagement letter.

Budget Narrative
Fiscal Year 2024**EXPENDITURES – Administrative (continued)****Postage and Freight**

Actual postage and/or freight used for District mailings including agenda packages, vendor checks and other correspondence.

Insurance

The District's General Liability Coverage, Cyber Liability Coverage, Property Coverage & Public Officials Liability Insurance policy is with Florida Municipal Insurance Trust. They specialize in providing insurance coverage to governmental agencies. The budgeted amount allows for a projected increase in the premium.

Printing and Binding

Copies used in the preparation of agenda packages, required mailings, and other special projects.

Legal Advertising

The District is required to advertise various notices for monthly Board meetings and other public hearings in a newspaper of general circulation.

Miscellaneous Services

This includes Tech labor and other miscellaneous expenses that are not included in another budgeted line item.

Miscellaneous-Assessment Collection Costs

The District reimburses the Tax Collector for her or his necessary administrative costs. Per the Florida Statutes, administrative costs shall include, but not be limited to, those costs associated with personnel, forms, supplies, data processing, computer equipment, postage, and programming. The District also compensates the Tax Collector for the actual cost of collection or 2% on the amount of special assessments collected and remitted, whichever is greater. The budgeted amount for collection costs was based on a maximum of 2% of the anticipated assessment collections.

Miscellaneous-Taxes

This includes stormwater fees.

Miscellaneous-Web Hosting

This includes website maintenance.

Office Supplies

Supplies used in the preparation and binding of agenda packages, required mailings, and other special projects.

Annual District Filing Fee

The District is required to pay an annual fee of \$175 to the Department of Community Affairs.

Budget Narrative
Fiscal Year 2024**Field****Payroll-General Staff**

Payroll for employees utilized in the field for operations and maintenance of District assets.

FICA Taxes

Payroll taxes for employees.

Retirement Plan

Retirement Plan for Dan Nesselt.

Life and Health Insurance

Insurance for Dan Nesselt.

Workers' Compensation

Workers' compensation for employees.

Contracts-Janitorial Services

Expenses incurred for cleaning services for the District.

Contracts-Security Service

Expenses incurred for security services for the District.

Contracts-Landscape

The District currently has a contract with a landscape firm to provide landscaping services for the District

Contracts-Pools

The District will contract with a pool maintenance company to ensure the proper operations and maintenance of the swimming pools.

Contract-Ponds

This District will contract with a company for the repairs and maintenance of the ponds to ensure proper flow and function of the storm water system.

Contracts-Roving Patrol

Expenses incurred for roving patrols for the District

Travel

Reimbursement for mileage of field services personnel.

Budget Narrative
Fiscal Year 2024**EXPENDITURES - Field (continued)****Communication-Telephone**

Telephone charges incurred by the district.

Utility-Cable TV Billing

Cable TV usage for District.

Electricity-General

Electricity usage for District facilities and assets.

Electricity-Streetlighting

Streetlighting usage for District facilities and assets.

Utility-Water

Water irrigation usage for District facilities and assets.

Utility-Gas

Gas usage for District facilities and assets.

Utility-Refuse Removal

Refuse removal for District facilities.

R&M-Air Conditioning

The District periodically implements needed repairs to ensure maintenance of the air conditioning system.

R&M-Buildings

The District periodically implements needed repairs to ensure maintenance of the District buildings.

R&M-Equipment

The District periodically implements needed repairs to ensure maintenance of the District equipment.

R&M-Other Landscape

The District periodically adds items to enhance the landscape.

R&M-Irrigation

The District periodically implements needed repairs to ensure maintenance of the irrigation system.

Budget Narrative
Fiscal Year 2024**EXPENDITURES - Field (continued)****R&M-Pest Control**

This includes periodic application of pesticides to District facilities to ensure a pest free, safe and healthy environment.

R&M-Wetland Monitoring

Expenses incurred for Wetland Monitoring and for needed maintenance.

R&M-Fitness Equipment

The District periodically implements needed repairs to ensure maintenance of the fitness equipment by Coastal Fitness

R&M-Pressure Washing

Expenses incurred for Pressure cleaning of the district.

Road / Sidewalk Maintenance

Includes all costs associated with maintenance of the roads and sidewalks within the District.

Miscellaneous Services

The District will utilize contingency funds as needed for unforeseen and/or emergency expenditures.

Miscellaneous Newsletters

Newsletter costs for the CDD members.

Miscellaneous Contingency

May include costs associated with special events and any other items not budgeted for within another line item.

Office Supplies

The District will provide necessary consumable supplies to operate District facilities.

Cleaning Supplies

The District will provide necessary consumable cleaning supplies to operate District facilities.

Operating Supplies-Uniforms

The District will provide uniforms for clubhouse staff.

Subscriptions and Memberships

Expenses include data plans, Window patches and antivirus software and Google for business email accounts.

Budget Narrative

Fiscal Year 2024

EXPENDITURES - Field (continued)

Capital Outlay

The District will replace existing equipment or purchase new equipment for District facilities.

Reserve

The District will set aside funds to ensure repair and/or replacement of items within the district.

LAKE BERNADETTE

Community Development District

Exhibit "A" Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Anticipated Fund Balance-Fiscal Year 2024	\$ 1,587,513
Net Change in Fund Balance-Fiscal Year 2024	-
Reserves-Fiscal Year 2024 Additions	144,338
Total Funds Available (Estimated) - 09/30/2024	1,731,851

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits	835
Subtotal	<u>835</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	187,009 ⁽¹⁾
Reserves - (prior years)	-
FY 2023 Expenses	(78,881)
FY 2023 Budget	84,338
FY 2024 Budget	<u>144,338</u>
Reserves - Clubhouse/Cabana (prior years)	35,576 ⁽²⁾
FY 2024 Budget	<u>35,576</u>
Reserves - Court Amenities (prior years)	15,717 ⁽²⁾
FY 2024 Budget	<u>15,717</u>
Reserves - Lake Embank/Drainage (prior years)	59,517 ⁽²⁾
FY 2024 Budget	<u>59,517</u>

LAKE BERNADETTE

Community Development District

Reserves - Roadways (prior years)	44,693 ⁽²⁾	
FY 2024 Budget	-	<u>44,693</u>
Reserves - Swimming Pools (prior years)	95,347 ⁽²⁾	
FY 2024 Budget	-	<u>95,347</u>
	Subtotal	<u>587,654</u>
Total Allocation of Available Funds		<u>588,489</u>
Total Unassigned (undesignated) Cash		<u>\$ 1,143,362</u>

Notes

- (1) Represents approximately 3 months of operating expenditures
- (2) Approved per Board Motion which includes FY 2022 expenses.

LAKE BERNADETTE

Community Development District

Double Eagle Court Road Fund

Summary of Revenues, Expenditures and Changes in Fund Balances Fiscal Year 2024 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET FY 2023	THRU JUN-2023	JUL- SEP-2023	PROJECTED FY 2023	BUDGET FY 2024
REVENUES							
Special Assmnts- Tax Collector	\$ 4,108	\$ 4,108	\$ 4,116	\$ 4,116	-	4,116	4,116
Special Assmnts- Discounts	(143)	(150)	(165)	(149)	-	(149)	(165)
TOTAL REVENUES	3,965	3,958	3,951	3,967	-	3,967	3,951
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	67	65	82	79	-	79	82
Total Administrative	67	65	82	79	-	79	82
TOTAL EXPENDITURES	67	65	82	79	-	79	82
Excess (deficiency) of revenues Over (under) expenditures	3,898	3,893	3,869	3,888	-	3,888	3,869
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	3,869	-	-	-	3,869
TOTAL OTHER SOURCES (USES)	-	-	3,869	-	-	-	3,869
Net change in fund balance	3,898	3,893	3,869	3,888	-	3,888	3,869
FUND BALANCE, BEGINNING	11,696	15,594	19,487	19,486	-	19,486	23,374
FUND BALANCE, ENDING	\$ 15,594	\$ 19,487	\$ 23,356	\$ 23,374	\$ -	\$ 23,374	\$ 27,243

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2024 Modified Tentative Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2021	FY 2022	BUDGET	THRU	JUL-	PROJECTED	BUDGET
			FY 2023	JUN-2023	SEP-2023	FY 2023	FY 2024
REVENUES							
Special Assmnts- Tax Collector	\$ 1,896	\$ 1,896	\$ 1,932	\$ 1,932	\$ -	\$ 1,932	\$ 1,932
Special Assmnts- Discounts	(66)	(69)	(77)	(69)	-	(69)	(77)
TOTAL REVENUES	1,830	1,827	1,855	1,863	-	1,863	1,855
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	31	30	39	37	-	37	39
Total Administrative	31	30	39	37	-	37	39
TOTAL EXPENDITURES	31	30	39	37	-	37	39
Excess (deficiency) of revenues							
Over (under) expenditures	1,799	1,797	1,816	1,826	-	1,826	1,816
OTHER FINANCING SOURCES (USES)							
Contribution to (Use of) Fund Balance	-	-	1,816	-	-	-	1,816
TOTAL OTHER SOURCES (USES)	-	-	1,816	-	-	-	1,816
Net change in fund balance	1,799	1,797	1,816	1,826	-	1,826	1,816
FUND BALANCE, BEGINNING	6,408	8,207	10,005	10,004	-	10,004	11,830
FUND BALANCE, ENDING	\$ 8,207	\$ 10,004	\$ 11,821	\$ 11,830	\$ -	\$ 11,830	\$ 13,646

LAKE BERNADETTE
Community Development District

Supporting Budget Schedules
Fiscal Year 2024

LAKE BERNADETTE

Community Development District

Comparison of Assessment Rates Fiscal Year 2024 vs. Fiscal Year 2023

Product	General Fund 001 (O&M)			General Fund 002 (O&M)			General Fund 003 (O&M)			Total Assessments per Unit			Units
	FY 2024	FY 2023	Percent Change	FY 2024	FY 2023	Percent Change	FY 2024	FY 2023	Percent Change	FY 2024	FY 2023	Percent Change	
Double Eagle Court	\$875.83	\$875.83	0.0%	\$98.00	\$98.00	0%	\$0.00	\$0.00	n/a	\$973.83	\$973.83	0.0%	42
Janine Drive	\$875.83	\$875.83	0.0%	\$0.00	\$0.00	n/a	\$69.00	\$69.00	0%	\$944.83	\$944.82	0.0%	28
All Remaining Neighborhoods	\$875.83	\$875.83	0.0%	\$0.00	\$0.00	n/a	\$0.00	\$0.00	n/a	\$875.83	\$875.83	0.0%	825
													895

7B.

Lake Bernadette CDD 5 Year Capital Outlay Plan revised 2022-10-03

Budget FY2020

Clubhouse remodel of 2019 \$131,764.00

Budget FY2021

Cabana Pool Remodel \$28,603.06

Clubhouse/Event Room Furniture \$3,588.86

Movies on Lawn \$600.00

Budget FY2022

Park Benches \$2,027.67

Budget FY2023

Capital Outlay \$90,000.00

Unassigned Cash

Lake Bernadette CDD Eiland Monument Update Project \$25,000.00

Reserve

Mill & Resurface Cabana Parking Lot and Links Lane \$62,000.00

Budget FY2024

Capital Outlay TBD

Solar Power for Clubhouse \$80,000.00

Solar Electricity Cabana Pool \$35,972.00

Budget FY2025

Capital Outlay TBD

Stormwater Management/Pond Projects \$126,000.00

Eighth Order of Business

CDD Meeting Topics of Discussion

Lake Bernadette Community Center

July 25th ,2023

Upcoming Events:

1. Cdd meeting 25th 6pm
2. Got Lobstah 7/16 3-6pm
3. BBQ Truck 7/19 5-8pm
4. Blood drive 20th 1-3pm
5. Blood drive Aug 15th 1-3pm

Upcoming Projects:

- 1 . Installation of new street light, Eiland entrance (Duke energy illumination information provided)
2. Cabana deck paver resetting in 6 locations (Aug 14th)
3. Installation of 2 new basketball posts/backboards (ordered)install mid Aug)
4. Eiland monument refresh scheduled with Signarama signs (waiting for site plan from Tonya before submitting to Pasco County)
5. 4 new ceiling fans being installed upper main pool deck (Aug 7th)
6. Gym Stepper being purchased and delivered first week of Aug

Completed projects/ tasks

1. Main pool deck patched / painted in 7 locations.
2. Monthly Calander of events on CDD website
3. Cabana storage shed door lock / dead bolt replaced.
4. Cleaned clubhouse gutters
5. Cleared tree limbs west side of clubhouse and perimeter of main pool (Rainmaker)
6. 6 new residents registered.
7. 5 new renters registered.
8. 14 access cards replaced.
9. Main pool deck pressure washed.
10. Clubhouse exterior windows cleaned (in house)

8A

Lake Bernadette CDD Stats

June 2023

June 14, 2023(Speed-6)

June 21, 2023(Speed-4, No Reg.-2, No Seatbelt-1)

June 27, 2023(Speed-4)

June 29, 2023(Speed-6, No Seatbelt-1, Learners permit-1)

Totals:

Speed-20

No Reg.-2

Stop Sign-0

DWLSR-0

Exp Tag-0

No Ins.-0

Seatbelt-2

Exp DL-0

Learner Permit-1

Exhibit DL-0

Grand Total: 25 Violations