

**LAKE BERNADETTE
COMMUNITY DEVELOPMENT
DISTRICT**

AGENDA PACKAGE

MARCH 20, 2024

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

Wednesday, March 20, 2024 – 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 February 27, 2024 Meeting
 - B. Acceptance of the Financial Report as of February 2024
 - C. Resolution 2024-02 – General Election 2024
 4. **Aquatic Report**
 5. **Attorney’s Report**
 6. **Engineer’s Report**
 - A. Discussion of Pond 13
 7. **District Manager’s Report**
 - A. Preliminary FY 2025 Budget
 - B. Discussion of Property Insurance
 8. **Clubhouse Manager’s Report**
 - A. FHP Stats
 9. **Old Business**
 - A. 5-Year Plan
 10. **New Business and Supervisors’ Requests**
 11. **Adjournment**

**The Next Meeting is scheduled to be held on
Tuesday, April 23, 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 THE REGULAR MEETING
LAKE BERNADETTE
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Lake Bernadette Community Development District was held Tuesday, February 27, 2023, at 6:00 p.m. at the Lake Bernadette Clubhouse, 5410 Golf Links Boulevard, Zephyrhills, Florida 33541.

Present and constituting a quorum were:

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

Also present were:

David Wenck	District Manager
Dan Nesselt	Clubhouse Manager
Residents	

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 regarding pickleball – not in favor on painting lines on tennis courts and pickleball court should be a separate facility.

THIRD ORDER OF BUSINESS

Consent Agenda

- A. **Approval of the Minutes of January 23, 2024 Meeting**
- B. **Acceptance of the Financial Report as January 2024**

- Mr. Van Liew noted there was nothing in the line item for room rentals on the financials.

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

February 27, 2024

Lake Bernadette CDD

- 42 • There were no questions or concerns regarding the Aquatic Report.

43

44 **FIFTH ORDER OF BUSINESS** **Attorney’s Report**

- 45 • There being no report, the next order of business followed.

46

47 **SIXTH ORDER OF BUSINESS** **Engineer’s Report**

- 48 • Ms. Stewart reported that she had Rosanne, of Clementi Environmental, evaluate Pond 13
49 and Rosanne recommends eradication of existing vegetation and replanting. This would be
50 for aesthetics only as Pond 13 functions as designed. Estimate of \$45,000 to \$50,000.

- 51 ○ Mr. Callaghan asked how much it would be to dredge the pond.

- 52 ○ Mr. Berman requested we ask Rosanne to complete the quote and also ask Solitude
53 to propose for the work they did previously.

- 54 • Rosanne proposed \$5000 to evaluate invasive vegetation throughout the community and
55 recommend processes to address it.

- 56 • Ms. Stewart reported that another client has been in touch with Pasco County about road
57 paving and right now the internal residential roads are in purgatory and there is no plan to
58 pave at the moment as there is no money.

59

60 **SEVENTH ORDER OF BUSINESS** **District Manager’s Report**

61 **A. Ethics Training**

- 62 • Mr. Wenck reported that the Supervisors will need to complete 4 hours of Ethics Training
63 and provided a list of links to sites where the training was offered. He advised that the CDD
64 will be able to pay if there is a cost.

65

66 **B. Preliminary FY 2025 Budget**

- 67 • The 2024/2025 preliminary budget was presented and it was decided that the Board will
68 review and come to the next meeting ready to discuss the budget.

69

70 **EIGHTH ORDER OF BUSINESS** **Clubhouse Manager’s Report**

- 71 • Mr. Nesselts presented his report.

- 72 ○ Community Garage Sale is Saturday, March 23rd from 8:00 a.m. to 2:00 p.m.

- 73 ○ Easter Egg Hunt is March 29th.

74

75 **A. Franks Air Conditioning Proposal – Estimate 474**

76 **B. Bahr’s Proposal - Estimate #31186170**

February 27, 2024

Lake Bernadette CDD

- 77 • The AC system in locker room went out in Septempber. Franks proposal was \$8,560 and
- 78 Barr's proposal is \$ 7,070.

79

80 On MOTION by Mr. Berman seconded by Ms. Callie, with all in

81 favor, the Franks Air Conditioning proposal #474 in an amount not

82 to exceed \$8,560 was approved. (5-0)

83

84 **C. Ace Courts Proposal – Estimate #83**

85 **D. Sport Build Supply Proposal**

86 **E. Sport Build Supply Proposal #2**

- 87 • Ace Courts Inc, provided a proposal to paint pickle ball stripes on the tennis courts for
- 88 \$1,200. Sports Build Supply proposed \$1,300 to paint lines on tennis courts.
- 89 • Sports Build Supply proposes \$23,000 for upgrade and resurfacing the existing pickle ball
- 90 court.
- 91 • The proposals were discussed.

92

93 On MOTION by Ms. Callie seconded by Mr. Berman, to approve

94 the Sport Build Supply Proposal #2 in the amount of \$23,000 with

95 Ms. Callie and Mr. Berman voting aye and Ms. Hazelett, Mr. Van

96 Liew and Mr. Callaghan voting nay, the motion failed. (2-3)

97

- 98 • The Board discussed how they would like to see the issue of the pickleball courts
- 99 handled.

100

101 On MOTION by Ms. Callie seconded by Mr. Berman, to approve

102 the Sport Build Supply Proposal #2 in the amount of \$23,000 with

103 Ms. Callie, Mr. Berman and Mr. Callaghan voting aye and Ms.

104 Hazelett and Mr. Van Liew voting nay, the motion passed. (3-2)

105

106 **F. FHP Stats**

- 107 • Mr. Nesselt provided an update on the FHP Stats.

108

109 **NINTH ORDER OF BUSINESS**

Old Business

110 **A. 5-Year Plan**

111

112 **TENTH ORDER OF BUSINESS**

New Business and Supervisors' Requests

- 113 • There being none, the next order of business followed.

February 27, 2024

Lake Bernadette CDD

114

115 **ELEVENTH ORDER OF BUSINESS**

Adjournment

116 There being no further business,

117

118

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

119

120

121

122

123

David Wenck

124

Secretary

3B.

LAKE BERNADETTE
Community Development District

Financial Report

February 29, 2024

Prepared by:



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LAKE BERNADETTE
Community Development District

Financial Statements

(Unaudited)

February 29, 2024

Balance Sheet
February 29, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	DOUBLE EAGLE COURT ROAD FUND	JANINE DRIVE FUND	TOTAL
<u>ASSETS</u>				
Cash - Checking Account	\$ 327,316	\$ -	\$ -	\$ 327,316
Accounts Receivable	671	-	-	671
Due From Other Funds	-	26,958	13,485	40,443
Investments:				
Money Market Account	764,397	-	-	764,397
Other	52,836	-	-	52,836
Treasury Bills (3 months)	1,032,893	-	-	1,032,893
Prepaid Items	478	-	-	478
Deposits	835	-	-	835
TOTAL ASSETS	\$ 2,179,426	\$ 26,958	\$ 13,485	\$ 2,219,869
<u>LIABILITIES</u>				
Accounts Payable	\$ 10,204	\$ -	\$ -	\$ 10,204
Accrued Expenses	10,347	-	-	10,347
Accrued Wages Payable	3,478	-	-	3,478
Accrued Taxes Payable	1,022	-	-	1,022
Sales Tax Payable	43	-	-	43
Deposits	2,185	-	-	2,185
Due To Other Funds	40,443	-	-	40,443
TOTAL LIABILITIES	67,722	-	-	67,722

Balance Sheet
February 29, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	DOUBLE EAGLE COURT ROAD FUND	JANINE DRIVE FUND	TOTAL
<u>FUND BALANCES</u>				
Nonspendable:				
Prepaid Items	478	-	-	478
Deposits	835	-	-	835
Assigned to:				
Operating Reserves	168,782	-	-	168,782
Reserves - Clubhouse/Cabana	35,576	-	-	35,576
Reserves - Court Amenities	15,717	-	-	15,717
Reserves- Lake Embank/Drainage	92,517	-	-	92,517
Reserves - Other	5,457	-	-	5,457
Reserves - Roadways	44,693	-	-	44,693
Reserves - Swimming Pools	95,347	-	-	95,347
Unassigned:	1,652,302	26,958	13,485	1,692,745
TOTAL FUND BALANCES	\$ 2,111,704	\$ 26,958	\$ 13,485	\$ 2,152,147
TOTAL LIABILITIES & FUND BALANCES	\$ 2,179,426	\$ 26,958	\$ 13,485	\$ 2,219,869

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-24 BUDGET	FEB-24 ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES						
Interest - Investments	\$ 12,000	\$ 32,196	\$ 20,196	\$ 1,000	\$ 6,885	\$ 5,885
Room Rentals	1,000	-	(1,000)	83	-	(83)
Interest - Tax Collector	100	713	613	8	-	(8)
Special Assmnts- Tax Collector	783,870	723,821	(60,049)	34,558	13,045	(21,513)
Special Assmnts- Discounts	(31,355)	(28,567)	2,788	(1,346)	(274)	1,072
Other Miscellaneous Revenues	1,000	-	(1,000)	83	-	(83)
Access Cards	50	19	(31)	4	-	(4)
Amenities Revenue	175	1,283	1,108	15	641	626
Recreation Membership	500	-	(500)	42	-	(42)
TOTAL REVENUES	767,340	729,465	(37,875)	34,447	20,297	(14,150)

EXPENDITURES

Administration

P/R-Board of Supervisors	12,000	2,600	9,400	1,000	1,000	-
FICA Taxes	918	199	719	77	77	-
ProfServ-Engineering	12,000	2,342	9,658	1,000	-	1,000
ProfServ-Legal Services	5,000	748	4,252	417	-	417
ProfServ-Mgmt Consulting	62,830	26,179	36,651	5,236	5,236	-
ProfServ-Property Appraiser	150	-	150	-	-	-
Auditing Services	4,250	-	4,250	-	-	-
Postage and Freight	500	140	360	42	89	(47)
Insurance - General Liability	21,679	17,752	3,927	-	-	-
Printing and Binding	1,000	-	1,000	83	-	83

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-24 BUDGET	FEB-24 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Legal Advertising	300	-	300	25	-	25
Miscellaneous Services	1,200	540	660	100	540	(440)
Misc-Assessment Collection Cost	15,677	13,905	1,772	691	255	436
Misc-Taxes	2,500	763	1,737	-	-	-
Misc-Web Hosting	1,552	1,553	(1)	129	-	129
Office Supplies	150	-	150	13	-	13
Annual District Filing Fee	175	175	-	-	-	-
Total Administration	141,881	66,896	74,985	8,813	7,197	1,616
Field						
Payroll-General Staff	103,309	48,666	54,643	8,609	13,457	(4,848)
FICA Taxes	7,903	3,723	4,180	659	1,029	(370)
Retirement Benefits	7,200	4,990	2,210	600	1,131	(531)
Life and Health Insurance	31,217	15,272	15,945	2,601	2,561	40
Workers' Compensation	4,573	2,592	1,981	381	-	381
Contracts-Janitorial Services	9,420	4,080	5,340	785	850	(65)
Contracts-Security Services	496	207	289	41	41	-
Contracts-Landscape	54,772	21,735	33,037	4,564	4,347	217
Contracts-Pools	23,000	7,403	15,597	1,917	340	1,577
Contracts-Ponds	18,576	8,210	10,366	1,548	1,548	-
Contracts-Roving Patrol	28,600	2,970	25,630	2,383	1,320	1,063
Travel	600	-	600	50	-	50
Communication - Telephone	950	157	793	79	39	40
Utility - Cable TV Billing	2,200	462	1,738	183	92	91
Electricity - General	22,000	9,152	12,848	1,833	2,158	(325)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-24 BUDGET	FEB-24 ACTUAL	VARIANCE (\$) FAV(UNFAV)
Electricity - Streetlights	49,000	15,181	33,819	4,083	2,200	1,883
Utility - Water	16,000	7,233	8,767	1,333	1,313	20
Utility - Gas	5,000	4,534	466	417	989	(572)
Utility - Refuse Removal	1,100	318	782	92	85	7
R&M-Air Conditioning	500	1,127	(627)	42	-	42
R&M-Buildings	3,300	1,870	1,430	275	1,052	(777)
R&M-Equipment	18,000	5,168	12,832	1,500	646	854
R&M-Other Landscape	15,000	14,760	240	1,250	7,400	(6,150)
R&M-Irrigation	10,000	6,931	3,069	833	908	(75)
R&M-Pest Control	1,600	240	1,360	133	120	13
R&M-Wetland Monitoring	5,000	-	5,000	417	-	417
R&M-Fitness Equipment	5,000	175	4,825	417	-	417
R&M-Pressure Washing	5,000	4,273	727	417	2,150	(1,733)
Road/Sidewalk Maintenance	7,000	2,420	4,580	583	1,400	(817)
Miscellaneous Services	7,000	6,461	539	583	75	508
Misc-Contingency	1,500	554	946	125	179	(54)
Office Supplies	5,000	492	4,508	417	348	69
Cleaning Supplies	4,500	977	3,523	375	257	118
Op Supplies - Uniforms	600	-	600	50	-	50
Subscriptions and Memberships	3,500	1,543	1,957	292	326	(34)
Capital Outlay	2,706	2,929	(223)	226	-	226
Reserve	144,337	3,600	140,737	12,028	-	12,028
Total Field	625,459	210,405	415,054	52,121	48,361	3,760

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	FEB-24 BUDGET	FEB-24 ACTUAL	VARIANCE (\$) FAV(UNFAV)
TOTAL EXPENDITURES	767,340	277,301	490,039	60,934	55,558	5,376
Excess (deficiency) of revenues Over (under) expenditures	-	452,164	452,164	(26,487)	(35,261)	(8,774)
Net change in fund balance	\$ -	\$ 452,164	\$ 452,164	\$ (26,487)	\$ (35,261)	\$ (8,774)
FUND BALANCE, BEGINNING (OCT 1, 2023)	1,659,540	1,659,540				
FUND BALANCE, ENDING	\$ 1,659,540	\$ 2,111,704				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>FEB-24 BUDGET</u>	<u>FEB-24 ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
<u>REVENUES</u>						
Special Assmnts- Tax Collector	4,116	3,793	(323)	181	68	(113)
Special Assmnts- Discounts	(165)	(150)	15	(7)	(1)	6
TOTAL REVENUES	3,951	3,643	(308)	174	67	(107)
<u>EXPENDITURES</u>						
<u>Administration</u>						
Misc-Assessment Collection Cost	82	73	9	4	1	3
Total Administration	82	73	9	4	1	3
TOTAL EXPENDITURES	82	73	9	4	1	3
Excess (deficiency) of revenues Over (under) expenditures	3,869	3,570	(299)	170	66	(104)
<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	\$ 3,570	\$ (8,037)	\$ 170	\$ 66	\$ (104)
FUND BALANCE, BEGINNING (OCT 1, 2023)	23,388	23,388				
FUND BALANCE, ENDING	\$ 27,257	\$ 26,958				

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending February 29, 2024

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>FEB-24 BUDGET</u>	<u>FEB-24 ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>
<u>REVENUES</u>						
Special Assmnts- Tax Collector	1,932	1,750	(182)	85	32	(53)
Special Assmnts- Discounts	(77)	(69)	8	(3)	(1)	2
TOTAL REVENUES	1,855	1,681	(174)	82	31	(51)
<u>EXPENDITURES</u>						
<u>Administration</u>						
Misc-Assessment Collection Cost	39	34	5	2	1	1
Total Administration	39	34	5	2	1	1
TOTAL EXPENDITURES	39	34	5	2	1	1
Excess (deficiency) of revenues Over (under) expenditures	1,816	1,647	(169)	80	30	(50)
<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	\$ 1,647	\$ (3,801)	\$ 80	\$ 30	\$ (50)
FUND BALANCE, BEGINNING (OCT 1, 2023)	11,838	11,838				
FUND BALANCE, ENDING	\$ 13,654	\$ 13,485				

Notes to the Financial Statements

February 29, 2024

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-Bill & 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** - Other - for repair and/or replacement of items within the district.
- **Reserves** - Roadways - for roadway repairs and maintenance.
- **Reserves** - Swimming Pools - for swimming pool repairs and maintenance.

Notes to the Financial Statements

February 29, 2024

Financial Overview / Highlights

Revenues

- ▶ Total General Fund revenues are 95.06% of the Annual Adopted budget and Assessments are at 92.34% collected.
- ▶ Total General Fund expenditures are at approximately 33.64% of the Annual Adopted budget above the rated 42%.

Variance Analysis

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
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Expenditures

Administrative

Insurance - General Liability	\$ 21,679	\$ 17,752	82%	FMIT 2nd installment made in January.
Misc-Web Hosting	\$ 1,552	\$ 1,553	100%	ADA compliance payment - \$1,553.

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
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Field

Payroll-General Staff	\$ 103,309	\$ 48,666	47%	Staff payroll through February.
FICA Taxes	\$ 7,903	\$ 3,723	47%	Payroll taxes through February.
Life and Health Insurance	\$ 31,217	\$ 15,272	49%	Health & Dental insurance through February.
Workers' Compensation	\$ 4,573	\$ 2,592	57%	FMIT 2nd installment made in January.
Contracts - Janitorial Services	\$ 9,420	\$ 4,050	43%	9 cleanings @ \$85 per cleaning.
Utility - Cable TV Billing	\$ 2,200	\$ 462	21%	Charter Communication payment for services.
Electricity - General	\$ 22,000	\$ 9,152	42%	Pasco County Utilities payment for services.
Utility - Gas	\$ 5,000	\$ 4,534	91%	Bahr's Propane Gas payment for services.

Notes to the Financial Statements

February 29, 2024

Account Name	Annual Budget	YTD Actual	% of Budget	Explanation
Variance Analysis - continued				
<i>Field Continued</i>				
R&M - Pressure Washing	\$ 5,000	\$ 4,273	85%	Eric Rosinski pressure washing pool area, recreational center roof, etc
Miscellaneous Services	\$ 7,000	\$ 6,461	92%	Ameritas admin/record fee - \$1,750; Illuminations Holiday Lighting install wreaths and lights - \$4,250; etc.
Misc-Contingency	\$ 1,500	\$ 554	37%	Lawrence Beeman Santa Claus event - \$325; etc.
Office Supplies	\$ 5,000	\$ 492	10%	Home Depot general office supplies.
Capital Outlay	\$ 2,706	\$ 2,929	108%	Ace Courts repair basketball court - \$1,750; America AED - \$1,179.
Reserve	\$ 144,337	\$ 3,600	2%	Terry Brossman parking lot seal - \$3,600.

LAKE BERNADETTE
Community Development District

Supporting Schedules

February 29, 2024

Lake Bernadette

Community Development District

**Non-Ad Valorem Special Assessments
(Pasco County Tax Collector - Monthly Collection Distributions)
For the Fiscal Year Ending September 30, 2024**

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 2024				\$789,918	\$ 783,870	\$ 4,116	\$ 1,932
Allocation %				100.00%	99.24%	0.52%	0.24%
11/07/23	\$ 5,033	\$ 285	\$ 103	\$ 5,420	\$ 5,379	\$ 28	\$ 13
11/14/23	42,337	1,800	864	45,001	44,659	234	108
11/21/23	46,577	1,980	951	49,507	49,131	257	119
11/29/23	27,690	1,177	565	29,432	29,209	153	71
12/01/23	59,945	2,549	1,223	63,717	63,233	331	153
12/07/23	466,211	19,820	9,515	495,545	491,779	2,577	1,189
12/14/23	13,568	501	277	14,347	14,238	75	34
12/29/23	5,296	167	108	5,571	5,529	29	13
01/09/24	7,299	230	149	7,678	7,620	40	18
02/08/24	12,612	276	257	13,145	13,045	68	32
TOTAL	\$ 686,568	\$ 28,786	\$ 14,012	\$ 729,363	\$ 723,822	\$ 3,792	\$ 1,750
% COLLECTED				92%	92%	92%	91%
TOTAL OUTSTANDING				\$ 60,555	\$ 60,048	\$ 324	\$ 182

Cash and Investment Report

February 29, 2024

<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%	\$ 327,316
			Subtotal Checking	\$ 327,316
Money Market Account	BankUnited	N/A	5.25%	\$ 764,397
			Subtotal MM	\$ 764,397
Money Market Fund	Valley Bank	N/A	4.93%	52,836
T-Bills - 3 Months	Valley Bank	Mar '23	5.12%	1,032,893
			Subtotal Investments	1,085,729
			Grand Total	\$ 2,177,442

LAKE BERNADETTE

Community Development District

**Payment Register by Fund
For the Period from 2/01/24 to 2/29/24
(Sorted by Check / ACH No.)**

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
GENERAL FUND - 001								
CHECK # 4096								
001	02/15/24	AQUA TRIANGLE 1 CORP	124696	JAN 2024 CLEANING SVC	Contracts-Pools	534078-53901	\$1,450.00	
							Check Total	\$1,450.00
CHECK # 4097								
001	02/15/24	BAHR'S PROPANE GAS	U0091636	COMM OUTSIDE/ HAZ HAZMAT FEE	R&M-Air Conditioning	546004-53901	\$957.76	
001	02/15/24	BAHR'S PROPANE GAS	U0112872	GAS UTILITY	Utility - Gas	543019-53901	\$586.46	
							Check Total	\$1,544.22
CHECK # 4098								
001	02/15/24	CHRIS BAHR PLUMBING	4525	30 GALLON WATER HEATER	R&M-Buildings	546012-53901	\$1,579.00	
							Check Total	\$1,579.00
CHECK # 4099								
001	02/15/24	INFRAMARK, LLC	108551	JAN 2024 MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,235.83	
							Check Total	\$5,235.83
CHECK # 4100								
001	02/15/24	RAINMAKER IRRIGATION	45450	REMOVAL OF DEAD OAK TREE 1/5/24	R&M-Other Landscape	546036-53901	\$1,400.00	
001	02/15/24	RAINMAKER IRRIGATION	45449	REMOVAL OF DEAD PINE TREES	R&M-Other Landscape	546036-53901	\$2,200.00	
							Check Total	\$3,600.00
CHECK # 4101								
001	02/22/24	AQUA TRIANGLE 1 CORP	124527	POOL SVC	R&M-Equipment	546022-53901	\$591.90	
							Check Total	\$591.90
CHECK # 4102								
001	02/22/24	BAHR'S PROPANE GAS	U0092844	COMM OUTSIDE/ HAZMAT FEE	Utility - Gas	543019-53901	\$344.64	
001	02/22/24	BAHR'S PROPANE GAS	U0113345	GAS UTILITY	Utility - Gas	543019-53901	\$246.18	
							Check Total	\$590.82
CHECK # 4103								
001	02/22/24	BURR FORMAN LLP	1447141	LEGAL SVCS THRU DEC 2023	ProfServ-Legal Services	531023-51401	\$195.00	
							Check Total	\$195.00
CHECK # 4104								
001	02/22/24	COMPLETE I.T.	12535	BRIVO READER/GOOGLE EMAIL ACCT	Subscriptions & Memberships	554001-53901	\$326.00	
001	02/22/24	COMPLETE I.T.	12664	HOURLY LABOR SVC/CAMERA ACS	Miscellaneous Services	549001-51301	\$540.00	
							Check Total	\$866.00
CHECK # 4105								
001	02/22/24	CON ASSET LLC	LB001	REPLACE DOOR @ POOL HOUSE	R&M-Buildings	546012-53901	\$650.00	
							Check Total	\$650.00
CHECK # 4106								
001	02/22/24	DAN NESSELT	020124	JAN 2024 PHONE BILL	CELL PHONE	541003-53901	\$38.70	
							Check Total	\$38.70
CHECK # 4107								
001	02/22/24	DLTD SOLUTIONS INC.	0004751	JAN 2024 ADMN/SCHEDULERS FEE	Contracts-Roving Patrol	534099-53901	\$220.00	
							Check Total	\$220.00

LAKE BERNADETTE

Community Development District

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For the Period from 2/01/24 to 2/29/24
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Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
CHECK # 4108								
001	02/22/24	ERIC ROSINSKI	02082024	PRESSURE WASHING	R&M-Pressure Washing	546171-53901	\$1,350.00	
							Check Total	\$1,350.00
CHECK # 4109								
001	02/22/24	FEDEX	8-392-66008	POSTAGE	Postage and Freight	541006-51301	\$35.34	
							Check Total	\$35.34
CHECK # 4110								
001	02/22/24	INFRAMARK, LLC	109099	JAN 2024 POSTAGE	Postage and Freight	541006-51301	\$23.31	
001	02/22/24	INFRAMARK, LLC	110002	FEB 2024 MGMT FEES	ProfServ-Mgmt Consulting Serv	531027-51201	\$5,235.83	
							Check Total	\$5,259.14
CHECK # 4111								
001	02/22/24	JEFFREY MASON	0004752	SEC/TRAFFIC CONTROL JAN 2024	Contracts-Roving Patrol	534099-53901	\$1,100.00	
							Check Total	\$1,100.00
CHECK # 4112								
001	02/22/24	RAINMAKER IRRIGATION	45453	IRR REPAIRS 01/24/24	R&M-Irrigation	546041-53901	\$907.74	
							Check Total	\$907.74
CHECK # 4113								
001	02/22/24	SARAH NESSELT	021424	FEB 2024 CLEANING SVC	Contracts-Janitorial Services	534026-53901	\$850.00	
							Check Total	\$850.00
CHECK # 4114								
001	02/22/24	SITE MASTERS OF FL LLC	020624-2	REPLACED GATE POSTS AT ENTRANCE TO CABANA POOL PAR	Road/Sidewalk Maintenance	546917-53901	\$1,400.00	
001	02/22/24	SITE MASTERS OF FL LLC	020624-1	REMOVED FALLEN TREE AND BRANCHES	R&M-Other Landscape	546036-53901	\$1,200.00	
							Check Total	\$2,600.00
CHECK # 4115								
001	02/22/24	SOLITUDE LAKE MANAGMENT	PSI044645	FEB 2024 LAKE MAINT	Contract-Pond	534089-53901	\$1,548.00	
							Check Total	\$1,548.00
CHECK # 4116								
001	02/22/24	TRI-CARE SERVICES INC	22440	BACKFLOW TESTING	R&M-Buildings	546012-53901	\$375.00	
							Check Total	\$375.00
CHECK # 4117								
001	02/29/24	FLORIDA MUNICIPAL INSURANCE TRUST	012224-FH0786	MEDICAL/DENTAL	Life and Health Insurance	523001-53901	\$2,611.39	
							Check Total	\$2,611.39
CHECK # 4118								
001	02/29/24	REESE ELECTRICAL INC	14801	REROUTE WIRING TO EMERGENCY LIGHTS	R&M-Equipment	546022-53901	\$295.00	
							Check Total	\$295.00
CHECK # DD03152								
001	02/08/24	PASCO COUNTY UTILITIES SERVICE	012224 ACH	BILL PRD 12/07/23-01/08/24	Utility - Water	543018-53901	\$1,415.55	
							Check Total	\$1,415.55
CHECK # DD03166								
001	02/12/24	AMERITAS ACH	021224 401 ACH	PD 02/16/2024	Retirement Benefits	522020-53901	\$166.18	
							Check Total	\$166.18
CHECK # DD03167								
001	02/12/24	AMERITAS ACH	021224 457 ACH	PD 02/16/24	Retirement Benefits	522020-53901	\$150.00	
							Check Total	\$150.00

LAKE BERNADETTE

Community Development District

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Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
CHECK # DD03168								
001	02/01/24	DUKE ENERGY	011224 ACH	BILL PRD 12/5-1/4/24	Electricity - General	543006-53901	\$238.95	
							Check Total	\$238.95
CHECK # DD03169								
001	02/16/24	DUKE ENERGY	012624 ACH	BILL PRD 12/23/23-1/25/24	Electricity - Streetlighting	543013-53901	\$3,337.58	
							Check Total	\$3,337.58
CHECK # DD03175								
001	02/22/24	DUKE ENERGY	020124 ACH	BILL PRD 12/30/23-1/30/24	Electricity - General	543006-53901	\$2,152.31	
							Check Total	\$2,152.31
CHECK # DD03177								
001	02/01/24	ADT SECURITY SVCS - ACH	1039848521	BILL PRD 2/1-2/29/24	SEC SVCS JULY 2023	534037-53901	\$41.30	
							Check Total	\$41.30
CHECK # DD03178								
001	02/10/24	ELAN FINANCIAL SVCS - ACH	011224-2780 ACH	DEC / JAN PURCHASES	office	551002-53901	\$33.20	
001	02/10/24	ELAN FINANCIAL SVCS - ACH	011224-2780 ACH	DEC / JAN PURCHASES	SIGNAGE	551002-53901	\$72.50	
001	02/10/24	ELAN FINANCIAL SVCS - ACH	011224-2780 ACH	DEC / JAN PURCHASES	repair pressure washer	546022-53901	\$96.61	
001	02/10/24	ELAN FINANCIAL SVCS - ACH	011224-2780 ACH	DEC / JAN PURCHASES	2 CYCLE OIL	546022-53901	\$17.99	
001	02/10/24	ELAN FINANCIAL SVCS - ACH	011224-2780 ACH	DEC / JAN PURCHASES	FUEL FOR EQUIP	546022-53901	\$50.00	
001	02/10/24	ELAN FINANCIAL SVCS - ACH	011224-2780 ACH	DEC / JAN PURCHASES	OFFICE SUPPLIES	551002-53901	\$37.94	
001	02/10/24	ELAN FINANCIAL SVCS - ACH	011224-2780 ACH	DEC / JAN PURCHASES	COFFEE MACHINE	551002-53901	\$86.98	
001	02/10/24	ELAN FINANCIAL SVCS - ACH	011224-2780 ACH	DEC / JAN PURCHASES	FUEL	546022-53901	\$50.00	
							Check Total	\$445.22
CHECK # DD03180								
001	02/15/24	FRONTIER	012224-7690 ACH	BILL PRD 1/22-2/21/24	Utility - Cable TV Billing	543003-53901	\$92.36	
							Check Total	\$92.36
CHECK # DD03181								
001	02/01/24	ELAN FINANCIAL SVCS - ACH	121323-2780 ACH		OFFICE SUPPLIES	551002-53901	\$53.01	
001	02/01/24	ELAN FINANCIAL SVCS - ACH	121323-2780 ACH		CALENDAR	551002-53901	\$52.37	
001	02/01/24	ELAN FINANCIAL SVCS - ACH	121323-2780 ACH		FUEL	546022-53901	\$50.00	
001	02/01/24	ELAN FINANCIAL SVCS - ACH	121323-2780 ACH		CLEANING SUPPLIES	551003-53901	\$92.61	
001	02/01/24	ELAN FINANCIAL SVCS - ACH	121323-2780 ACH		MISC SUPPLIES	549900-53901	\$20.96	
							Check Total	\$268.95
CHECK # DD03134								
001	02/01/24	WILLIAM F. KIELY III	PAYROLL	February 01, 2024 Payroll Posting			\$513.66	
							Check Total	\$513.66
CHECK # DD03135								
001	02/01/24	THOMAS O. MINE	PAYROLL	February 01, 2024 Payroll Posting			\$83.11	
							Check Total	\$83.11
CHECK # DD03136								
001	02/01/24	MARTINA YATES	PAYROLL	February 01, 2024 Payroll Posting			\$332.46	
							Check Total	\$332.46
CHECK # DD03137								
001	02/01/24	JOHN S. YATES	PAYROLL	February 01, 2024 Payroll Posting			\$166.23	
							Check Total	\$166.23

LAKE BERNADETTE

Community Development District

**Payment Register by Fund
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Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
CHECK # DD03138							
001	02/01/24	DENISE M. LANSER	PAYROLL	February 01, 2024 Payroll Posting			\$465.44
						Check Total	\$465.44
CHECK # DD03139							
001	02/01/24	DANIEL A. NESSELT	PAYROLL	February 01, 2024 Payroll Posting			\$2,077.58
						Check Total	\$2,077.58
CHECK # DD03146							
001	02/02/24	MICHAEL C. BERMAN	PAYROLL	February 02, 2024 Payroll Posting			\$184.70
						Check Total	\$184.70
CHECK # DD03147							
001	02/02/24	ROBERT R. VAN LIEW	PAYROLL	February 02, 2024 Payroll Posting			\$184.70
						Check Total	\$184.70
CHECK # DD03148							
001	02/02/24	JAMES G. CALLAGHAN	PAYROLL	February 02, 2024 Payroll Posting			\$184.70
						Check Total	\$184.70
CHECK # DD03149							
001	02/02/24	BONNIE K. HAZELETT	PAYROLL	February 02, 2024 Payroll Posting			\$184.70
						Check Total	\$184.70
CHECK # DD03150							
001	02/02/24	SHARON K. CALLIE	PAYROLL	February 02, 2024 Payroll Posting			\$184.70
						Check Total	\$184.70
CHECK # DD03154							
001	02/15/24	WILLIAM F. KIELY III	PAYROLL	February 15, 2024 Payroll Posting			\$398.96
						Check Total	\$398.96
CHECK # DD03155							
001	02/15/24	THOMAS O. MINE	PAYROLL	February 15, 2024 Payroll Posting			\$83.11
						Check Total	\$83.11
CHECK # DD03156							
001	02/15/24	MARTINA YATES	PAYROLL	February 15, 2024 Payroll Posting			\$360.16
						Check Total	\$360.16
CHECK # DD03157							
001	02/15/24	JOHN S. YATES	PAYROLL	February 15, 2024 Payroll Posting			\$166.23
						Check Total	\$166.23
CHECK # DD03158							
001	02/15/24	DENISE M. LANSER	PAYROLL	February 15, 2024 Payroll Posting			\$525.96
						Check Total	\$525.96
CHECK # DD03159							
001	02/15/24	DANIEL A. NESSELT	PAYROLL	February 15, 2024 Payroll Posting			\$2,077.58
						Check Total	\$2,077.58
CHECK # DD03160							
001	02/29/24	WILLIAM F. KIELY III	PAYROLL	February 29, 2024 Payroll Posting			\$579.54
						Check Total	\$579.54

LAKE BERNADETTE
Community Development District

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Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
CHECK # DD03161								
001	02/29/24	THOMAS O. MINE	PAYROLL	February 29, 2024 Payroll Posting			\$83.11	
							Check Total	\$83.11
CHECK # DD03162								
001	02/29/24	MARTINA YATES	PAYROLL	February 29, 2024 Payroll Posting			\$332.46	
							Check Total	\$332.46
CHECK # DD03163								
001	02/29/24	JOHN S. YATES	PAYROLL	February 29, 2024 Payroll Posting			\$166.23	
							Check Total	\$166.23
CHECK # DD03164								
001	02/29/24	DENISE M. LANSER	PAYROLL	February 29, 2024 Payroll Posting			\$478.37	
							Check Total	\$478.37
CHECK # DD03165								
001	02/29/24	DANIEL A. NESSELT	PAYROLL	February 29, 2024 Payroll Posting			\$2,077.58	
							Check Total	\$2,077.58
							Fund Total	\$53,692.75

Total Checks Paid	\$53,692.75
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3C

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LAKE BERNADETTE COMMUNITY DEVELOPMENT DISTRICT CONFIRMING THE DISTRICT’S USE OF THE PASCO COUNTY SUPERVISOR OF ELECTIONS TO CONTINUE CONDUCTING THE DISTRICT’S ELECTION OF SUPERVISORS IN CONJUNCTION WITH THE GENERAL ELECTION

WHEREAS, the Lake Bernadette Community Development District (hereinafter the “District”) is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Pasco County, Florida; and

WHEREAS, the Board of Supervisors of the Lake Bernadette Community Development District (hereinafter the “Board”) seeks to implement Section 190.006(3)(A)(2)(c), Florida Statutes and to instruct the Pasco County Supervisor of Elections (the “Supervisor”) to conduct the District’s General Elections; and

WHEREAS, the Supervisor has requested the District adopt a Resolution confirming the District’s use of the Supervisor for the purpose of conducting the District’s future supervisor elections in conjunction with the General Election; and

WHEREAS, the District desires to continue to use the Supervisor for the purpose of conducting the District’s supervisor elections in conjunction with the General Election.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE LAKE BERNADETTE COMMUNITY DEVELOPMENT DISTRICT:

Section 1. The Board is currently made up of the following individuals: Michael Berman, James Callaghan, Robert Van Liew, Sharon Callie and Bonnie Hazelett,.

Section 2. The term of office for each member of the Board is as follows:

<u>Supervisor</u>	<u>Seat Number</u>	<u>Term (Including Expiration Date)</u>
Michael Berman	1	11/2026
James Callaghan	2	11/2026
Robert Van Liew	3	11/2024
Sharon Callie	4	11/2024
Bonnie Hazelett	5	11/2024

Section 3. Seat 3, currently held Robert Van Liew, Seat 4, currently held by Sharon Callie and Seat 5, currently held by Bonnie Hazelett are scheduled for the General Election in November 2024.

Section 4. Pursuant to Section 190.006(8), Florida Statutes, members of the Board shall be entitled to receive for his or her services an amount not to exceed \$200 per meeting of the Board, not to exceed \$4,800 per year per member.

Section 5. The term of office for the individuals to be elected to the Board in the November 2024 General Election is four years.

Section 6. The new Board members shall assume office on the second Tuesday following their election.

Section 7. The District hereby instructs the Supervisor to continue conducting the District's elections in conjunction with the General Election. The District understands that it will be responsible to pay for its proportionate share of the General Election cost and agrees to pay same within a reasonable time after receipt of an invoice from the Supervisor.

PASSED AND ADOPTED THIS 20th DAY OF MARCH, 2024

ATTEST:

**LAKE BERNADETTE
COMMUNITY DEVELOPMENT DISTRICT**

David Wenck
Secretary

Michael Berman
Chairman

Sixth Order of Business

6A



CLEMENTI ENVIRONMENTAL CONSULTING, LLC

March 11, 2024

Lake Bernadette CDD
c/o Inframark
2654 Cypress Bridge Blvd Suite 101
Wesley Chapel, FL 33544

Attention: David Wenck, District Manager

**RE: Proposal for Restoration of Pond 13
Lake Bernadette
Zephyrhills, Pasco County, Florida**

Dear Mark:

Thank you for the opportunity to assist Lake Bernadette with the enhancement of Pond 13. Clementi Environmental Consulting (CEC) offers the following scope.

SCOPE OF SERVICES

Task 1.0 Proposed Maintenance

- 1.1 CEC will have all nuisance and exotic species treated with approved herbicide.
- 1.2 All dead vegetation will be removed and dried on site then taken to a legal land fill for disposal.
- 1.3 CEC will replant the area with 3630 bareroot mix of desirable wetland plants.
- 1.4 CEC will provide before and after pictures.

Responsibilities of the Client

- Complete the Project Proposal Acceptance Form.
- Provide a deposit of \$15,300.00 to cover dump fees.
- Replace the sod damaged by equipment and the drying process.

PROPOSED FEES

CEC proposes to complete these tasks as enumerated above for a lump sum fee of \$60,700.00. The project will be billed upon the completion of the project. Any work requested beyond this scope will be billed on a time and material basis according to the attached fee schedule. This proposal will be valid for only 30 days from receipt.

WORK SCHEDULE

CEC can be ready to begin work on this project within three weeks of authorization to proceed, the completion of the acceptance form and receipt of the deposit. If you have any questions, please do not hesitate to call.

Sincerely,



Rosanne G. Clementi
Principal

Enclosures: Fee Schedule
Terms and Conditions
CEC Project/Proposal Acceptance Form

CC: proposals\lakeb\Pond 13



CLEMENTI ENVIRONMENTAL CONSULTING, LLC

PROPOSAL/PROJECT ACCEPTANCE FORM

PROJECT INFORMATION:

Client Name Lake Bernadette
 Project Name Pond 13
 Project Location Across from the Clubhouse
 Proposal Date March 11, 2024
 Description of Services Habitat Enhancement to Remose Nuisance Species
 Lump Sum Fee \$60,700 with a \$15,300.00 retainer

PAYMENT RESPONSIBILITY:

Invoices to be paid by Lake Bernadette CDD c/o Inframark
 Address _____
 City/State _____ Zip Code _____ Phone () _____
 Attention _____ Title _____ Cell () _____
 Email: _____

APPROVAL OF CHARGES:

If the invoices are to be approved by a party other than the party responsible for payment, please fill in the space below.

Firm _____
 Address _____
 City/State _____ Zip Code _____ Phone _____
 Attention _____ Title _____ Fax _____

PROPERTY OWNER IDENTIFICATION (If other than above)

Name _____
 Address _____
 City/State _____ Zip Code _____ Phone _____
 Attention _____ Title _____ Fax _____

LEGAL DESCRIPTION:

SPECIAL INSTRUCTIONS/PAYMENT TERMS:

Net 30 days from invoice date; invoices will be sent every four weeks for continued or extended projects.

PROPOSAL ACCEPTANCE:

The terms and Condition of this Proposal, including the Terms on this page and the General Conditions are attached:

Accepted this _____ day of _____, 20_____

Please print or type individual, firm or corporate body name _____

Signature of authorized representative _____

Please print or type of authorized representative and title _____



CLEMENTI ENVIRONMENTAL CONSULTING, LLC

**CONFIDENTIAL STANDARD SCHEDULE OF PROFESSIONAL FEES
Lake Bernadette CDD**

A. 2024 Fees for Professional Services.

	<u>RATES/\$PER HOUR</u>
Principal	250.00
GIS Technician	85.00
Environmental Auditor	165.00
Proj/Bio/Ecologist	125.00
Project Manager	95.00
Envir. Technician	65.00
Expert Witness	350.00

B. Equipment Rental:

	<u>RATES/\$PER DAY</u>
Dissolved Oxygen Meter	20.00
Global Positioning System Receiver	20.00
Survey Level & Rod	50.00
Remote Camera	100.00
Color Reproductions	1.50/page
ATV	100.00
Jon Boat	50.00
Turbidity Meter	10.00/sample

C. General Terms:

1. Vehicular mileage charged at \$1.00 per mile.
2. Telephone toll charges, mobile phone charges and all out-of-pocket expenses billed at cost plus 15%. Such expenses include travel and subsistence, shipping charges, copying, rental and service (but not normal wear) of project equipment, equipment purchases and subcontractors.

D. Payment Terms:

1. The CLIENT will be billed monthly or upon completion of the project for payment of services rendered through the 15th day and the last day of each month.
2. Term for payment is ten days net. Consideration for extending the term of payment should be requested in advance by the CLIENT.
3. CEC will impose a 1.5% late fee per day on the outstanding balance for overdue payments over 60 days.



CLEMENTI ENVIRONMENTAL CONSULTING, LLC

Terms and Conditions

1. The Agreement

Environmental Service projects are particularly vulnerable to misunderstanding of the obligations and responsibilities of the parties involved. Accordingly, these terms and conditions and the accompanying proposal or agreement and schedules, if any, (the “Companion Documents”) constitute the full and complete agreement (the “Agreement”) between Clementi Environmental Consulting, LLC (CEC) and the client superseding any and all prior negotiations, correspondence, or agreements either written or oral, and may only be amended, added to, superseded or waived in writing signed by both parties. By accepting the Companion Documents, the client or prospective client shall be deemed to have accepted these terms and conditions as if set forth in full in any of the Companion Documents.

2. Schedule

CEC shall use reasonable best efforts in performing services under this Agreement by mutually agreed upon completion dates. CEC shall not be responsible for any delay due to CEC’s inability to gain access to the project site, any defective specifications, change in the scope of work or any act of God, labor dispute, fire, terrorism, inclement weather, act of governmental authority, failure of transportation, accident or any other cause beyond the control of CEC or its subcontractors. In the event of any such delays, CEC’s time for completion of the services which are the subject of this Agreement shall be extended accordingly.

3. Reports and Ownership of Materials

With the exception of the CEC report to the client, all documents, including original boring logs, field notes, laboratory test data, calculations and estimates are and remain the property of CEC. All samples obtained by CEC or its sub-contractors pursuant to this agreement may be discarded 30 days after the issuance of the report unless otherwise mutually agreed in writing. The client shall not misquote or otherwise use or refer to the CEC report or work product out of the context of the intent of the report. Client agrees that all reports and other work product furnished to the client and not paid for in full shall be returned to CEC upon demand and shall not be used for design, construction permits or licensing.

4. Client Disclosures

In general, CEC relies on the information provided to it by the client. Specifically, it shall be the duty of the client upon entering into this Agreement to notify CEC of any know or suspected hazardous substances which have or may have been used, stored or disposed of on the project site. “Hazardous substances” shall include, but shall not be limited to, any substance which poses or may pose a present or potential hazard to human health or the environment whether contained in a product, material, by product, waste or sample and whether it exists in a solid liquid, semi-solid or gaseous form. This duty shall also apply to any Hazardous Substance with which CEC may be provided or which exist or may exist on or near any premises upon which services are to be performed by CEC’s employees, agents or subcontractors. After entering into this Agreement, disclosure and notification to CEC shall be required immediately upon discovery of any other Hazardous Substances or upon discovery of increased concentrations of previously disclosed substances where the increased concentration makes them hazardous.

All decisions relating to the disposal of Hazardous Substances shall be made solely by the client and CEC shall not select the disposal site nor shall CEC arrange in any other way for the disposal of any Hazardous Substances found on or removed from the work site.

To the extent that the proposal includes subsurface activities (which include, without limitation, soil borings, well installation or test pit excavations) among the services to be performed by CEC, the client shall furnish CEC with diagrams indicating the location and boundaries of the site's subsurface structures (pipes, tanks, cables, sewers, other utilities, etc.) CEC shall not be liable for any damage to any subsurface structures or injury or loss arising from damage to subsurface structures which are not correctly located or not indicated on the diagrams provided.

5. Changes in Scope of Work

The scope of work and the time schedules defined in the proposal are based on the information provided by the client. Change in scope of work is defined as added, deleted, or modified work. If information provided by the client is incomplete or inaccurate, or if site conditions or encountered which materially vary from those indicated by the client, or if client requests CEC to change the original scope of work established by the proposal (which request shall be made in writing), a written amendment to this Agreement equitably adjusting the cost and /or performance time hereunder shall be executed by the client and CEC as soon as practicable. CEC shall have no obligation to perform any added or modified work until such amendment has been executed, and consent to amendments shall not be unreasonable withheld by either party.

6. Standards Environmental Services

THE CLIENT ACKNOWLEDGES THAT CEC HAS MADE NO IMPLIED OR EXPRESS REPRESENTATION, WARRANTY OR CONDITION WITH RESPECT TO THE SERVICES, FINDINGS, RECOMMENDATION OR ADVICE TO BE PROVIDED BY CEC, EXCEPT AS EXPRESSLY SET FORTH BELOW. Services performed by CEC under this Agreement will be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the environmental profession who perform similar environmental services and practice contemporaneously under similar conditions in the locality of the project.

CEC DOES NOT PROVIDE LEGAL SERVICES OR OFFER LEGAL ADVICE ON MATTERS OF ENVIRONMENTAL OR OTHER LAW AND DISCLAIMS ALL RESPONSIBILITY OR LIABILITY RELATING TO OR ARISING OUT OF CLIENTS RELIANCE UPON ANY OPINION EXPRESSED BY CEC OR ITS EMPLOYEES IN THE COURSE OF THE PERFORMANCE OF ITS SERVICES UNDER THIS AGREEMENT RELATING TO ANY MATTER OF LAW.

7. Fixed Price/Adjustment

Prices set forth in this proposal shall be firm for 30 days from the date of such proposal: provided, however, that CEC's standard charges are adjusted annually on December 31st of each year (the "Adjustment Date") and, regardless of the date of the proposal, work performed pursuant to this Agreement after the Adjustment Date shall be billed at the adjusted rates.

8. Billings and Payments

- a) If the basis for fee determination is Time & Materials", billings will be based on CEC's standard charges for actual time expended. Sub-consultant charges, fees, commissions, and out of town travel expenses will be billed at cost plus 20%. All other project related reimbursable expenses, including vehicle mileage, color copies, outside data reports, postage/shipping, reproductions, survey flagging tape, will be billed at the value of the expenditures for the project. The client understands and agrees that the estimates of total, incremental, or phase project costs are reasonable projections provided for informational purposes in the Companion Documents and are as accurate a representation or warranty of the actual costs at the time which will be incurred in the performance of CEC's services. CEC shall submit invoices bi-weekly for services performed and expenses incurred and not

- previously billed or included on any preceding invoice. Payment is due upon receipt. For all amounts unpaid after thirty (30) days from the invoice date, client agrees to pay CEC a late fee of one and one-half percent (1.5%) per month or 18% annually.
- b) The client shall provide CEC a clear written statement within fifteen (15) days after receipt of the invoice of any objections to the invoice or any portion or element thereon. Failure to provide such a written statement shall constitute acceptance of the invoice as submitted.
 - c) The client has the obligation to pay for all services performed under this Agreement. No deduction shall be made from any invoice on account of penalty or liquidated damages nor shall any other sums be withheld from payments to CEC by reason of client's inability to obtain financing, approval of zoning boards or governmental or regulatory agencies, or any other cause or contingency. Client further agrees to pay CEC any and all expenses incurred in recovering any delinquent amount due recovering possession of CEC's reports and any other work product furnished to the client pursuant to Paragraph 3 herein, or enforcing any other rights CEC has under this Agreement including reasonable attorney's fees or court costs.

9. Notice of Lien

CEC hereby notifies client that it intends to utilize all available lien rights it may have in connection with its provision of services under this Agreement. In order to perfect any construction lien in favor of CEC, client agrees to provide, if applicable, any Notice of Commencement or any other notice required by the Florida Construction Lien Laws.

10. Safety

The client assumes sole and complete responsibility for the safety of all persons and property where the work to be performed herein is at client's site. If CEC provides a health and safety officer at the client's site, CEC shall be authorized to take any and all measures on behalf of the client that in CEC's opinion will maintain generally accepted health and safety standards for personnel at the site. CEC will inform the client of deficiencies relating to the specifications and applicable regulations known to CEC. However, CEC is not responsible for the failure of the client or its agents to follow the recommendations of CEC personnel. The client waives any claim against CEC for, and agrees to indemnify and hold CEC harmless from, any claim for liability for injury or loss to the client or others in connection with such measures, except to the extent such loss results from CEC negligence.

11. Limits for Damages or Claims Relating to Work/Services

IT IS EXPRESSLY AGREED THAT THE CLIENT'S MAXIMUM RECOVERY AGAINST CEC RELATING TO THE PROFESSIONAL SERVICES PERFORMED HEREIN, IS THE AMOUNT OF CEC'S FEE AND THAT ANY CLAIM OR DAMAGES NOT TO EXCEED SUCH FEE IS CLIENT'S SOLE AND EXCLUSIVE REMEDY AGAINST CEC. UNDER NO CIRCUMSTANCE SHALL CEC BE LIABLE FOR CLIENT'S LOSS OF PROFITS, DELAY DAMAGES, OR FOR ANY SPECIAL, INCIDENTAL OR CONSEQUENTIAL LOSS OR DAMAGE.

- 11a. Insurance and Indemnity:** CEC will acquire and maintain general commercial liability insurance coverage in an amount not less than \$1,000,000.000 per occurrence, and \$2,000,000.00 aggregate, which shall include all claims and losses that may relate in any manner whatsoever to CEC's performance under this Agreement. CEC shall provide continuous proof of such insurance coverage. Such proof shall include the Client as a named insured. CEC hereby indemnifies and holds the Client harmless from and against any and all claims, demands, losses, damages, liabilities and expenses, and all suits, actions and judicial decrees (including, without limitation, costs and reasonable attorneys' fees legal counsel), arising from personal injury, death, or property damage resulting from the negligent or intentional acts of CEC or by its employees, agents or invitees. This Indemnity is not subject to the Limitation provided in Paragraph 11.

12. Termination

This agreement may be terminated by either party upon at least thirty (30) calendar day's written notice in the event of substantial failure by the other party to perform in accordance with the terms herein through no fault terminating party. In the event that site conditions become unsafe for the performance of the work, or if the client fails to pay any invoice in full within thirty (30) days after invoice date, CEC may, at any time and without waiving any other rights or claims against the client and without incurring any liability to the client, elect to terminate performance of services upon ten (10) business days prior written notice from CEC to the client.

13. Severability

In the event that any provision herein shall be deemed invalid or unenforceable, the other provisions shall remain in full force and binding upon all parties.

14. Survival

All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the client and CEC shall survive the completion of the services and the termination of this agreement.

15. Period of Limitation

No action, suit or other proceeding shall be instituted in connection with this Agreement more than two (2) years after the last day upon which CEC provided substantial services on the site for which this Agreement was executed.

16. Assigns

Neither the client nor CEC may delegate, assign or transfer duties or in this Agreement without the written consent of the other party.

17. Governing Law

This Agreement shall be governed by the laws of the state of Florida.

File: CEC E-termsandconditions30days.doc

Seventh Order of Business

7A

LAKE BERNADETTE
Community Development District

Annual Operating Budget

Fiscal Year 2025

Proposed Budget

(Printed on 2/26/24 12:00pm)

Prepared by:



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LAKE BERNADETTE
Community Development District

Operating Budget
Fiscal Year 2025

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	FY 2023	BUDGET	THRU	FEB-	PROJECTED	BUDGET
			FY 2024	1/31/2024	9/30/2024	FY 2024	FY 2025
REVENUES							
Interest - Investments	\$ 3,123	\$ 50,628	\$ 12,000	\$ 25,308	\$ -	\$ 25,308	\$ 18,000
Room Rentals	543	94	1,000	-	1,000	1,000	1,000
Interest - Tax Collector	1	1,346	100	713	-	713	100
Special Assmnts- Tax Collector	783,912	783,870	783,870	710,776	73,094	783,870	864,573
Special Assmnts- Discounts	(28,639)	(28,480)	(31,355)	(28,293)	-	(28,293)	(34,583)
Other Miscellaneous Revenues	2,244	35	1,000	-	1,000	1,000	500
Access Cards	84	47	50	19	31	50	50
Amenities Revenue	1,307	1,802	175	642	-	642	1,000
Recreation Membership	925	445	500	-	500	500	425
TOTAL REVENUES	763,500	809,787	767,340	709,165	75,625	784,790	851,065
EXPENDITURES							
<i>Administrative</i>							
P/R-Board of Supervisors	9,877	12,600	12,000	1,600	10,400	12,000	12,000
FICA Taxes	826	964	918	122	796	918	918
ProfServ-Engineering	5,002	11,731	12,000	2,342	9,658	12,000	12,000
ProfServ-Legal Services	925	3,070	5,000	553	4,447	5,000	5,000
ProfServ-Mgmt Consulting Serv	61,000	62,830	62,830	20,943	41,887	62,830	64,715
ProfServ-Property Appraiser	150	150	150	-	150	150	150
Auditing Services	4,250	4,250	4,250	-	4,250	4,250	4,500
Postage and Freight	395	461	500	51	449	500	500
Insurance - General Liability	17,682	19,708	21,679	17,752	17,752	35,504	43,000
Printing and Binding	631	15	1,000	-	1,000	1,000	500
Legal Advertising	673	1,316	300	-	300	300	700
Miscellaneous Services	2,084	449	1,200	-	1,200	1,200	1,200
Misc-Assessmnt Collection Cost	12,377	12,486	15,677	13,650	2,027	15,677	17,291
Misc-Taxes	2,180	2,812	2,500	763	1,737	2,500	2,500
Misc-Web Hosting	1,712	1,567	1,552	1,553	-	1,553	1,552

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	FY 2023	BUDGET FY 2024	THRU 1/31/2024	FEB- 9/30/2024	PROJECTED FY 2024	BUDGET FY 2025
Office Supplies	-	-	150	-	150	150	150
Annual District Filing Fee	175.00	175.00	175	175	-	175	175
Total Administrative	119,939	134,584	141,881	59,504	96,203	155,707	166,851
Field							
Payroll-General Staff	101,916	113,888	103,309	35,210	68,099	103,309	120,000
FICA Taxes	7,796	8,748	7,903	2,694	5,209	7,903	9,180
Retirement Benefits	-	7,698	7,200	3,859	3,341	7,200	7,417
Life and Health Insurance	21,960	26,624	31,217	12,711	18,506	31,217	34,339
Workers' Compensation	4,383	4,573	4,573	2,592	1,981	4,573	4,573
Contracts-Janitorial Services	8,875	9,860	9,420	3,230	6,190	9,420	9,700
Contracts-Security Services	537	496	496	165	331	496	496
Contracts-Landscape	48,944	52,164	54,772	17,388	37,384	54,772	54,772
Contracts-Pools	-	-	23,000	7,063	14,068	21,131	23,000
Contracts-Ponds	-	-	18,576	6,662	13,269	19,931	20,000
Contracts-Roving Patrol	11,080	11,340	28,600	1,650	3,286	4,936	28,600
Travel	275	170	600	-	600	600	600
Communication - Telephone	700	795	950	118	235	353	500
Utility - Cable TV Billing	2,381	1,436	2,200	369	735	1,104	1,400
Electricity - General	22,766	23,945	22,000	6,994	13,931	20,925	28,000
Electricity - Streetlighting	38,213	40,448	49,000	11,391	37,609	49,000	50,000
Utility - Water	11,041	17,283	16,000	5,919	11,789	17,708	16,000
Utility - Gas	7,557	4,775	5,000	3,544	1,456	5,000	5,000
Utility - Refuse Removal	826	829	1,100	233	867	1,100	1,100
R&M-Air Conditioning	1,760	14,168	500	1,127	-	1,127	3,000
R&M-Buildings	3,524	4,695	3,300	818	2,482	3,300	3,300
R&M-Equipment	9,289	15,670	18,000	3,930	14,070	18,000	18,000
R&M-Other Landscape	12,075	29,626	15,000	7,360	7,640	15,000	25,000
R&M-Irrigation	13,236	21,892	10,000	6,023	11,997	18,020	22,000

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	FY 2023	BUDGET	THRU	FEB-	PROJECTED	BUDGET
			FY 2024	1/31/2024	9/30/2024	FY 2024	FY 2025
R&M-Lake	18,576	23,176	-	-	-	-	-
R&M-Pest Control	2,419	1,524	1,600	120	1,480	1,600	1,600
R&M-Pools	30,265	33,540	-	-	-	-	-
R&M-Wetland Monitoring	-	-	5,000	-	5,000	5,000	5,000
R&M-Fitness Equipment	-	4,487	5,000	175	4,825	5,000	10,000
R&M-Fitness Center	1,294	-	-	-	-	-	-
R&M-Pressure Washing	3,503	14,591	5,000	2,123	2,877	5,000	10,000
Road/Sidewalk Maintenance	2,350	5,086	7,000	1,020	2,032	3,052	7,000
Miscellaneous Services	7,959	2,606	7,000	6,386	614	7,000	7,000
Misc-News Letters	350	36	-	-	-	-	-
Misc-Contingency	3,505	1,934	1,500	375	1,125	1,500	1,500
Office Supplies	3,919	1,159	5,000	143	4,857	5,000	2,000
Cleaning Supplies	3,694	4,087	4,500	720	3,780	4,500	5,000
Op Supplies - Uniforms	571	626	600	-	600	600	600
Subscriptions and Memberships	3,882	3,392	3,500	1,217	2,283	3,500	4,200
Capital Outlay	20,286	34,877	2,706	2,929	-	2,929	-
Reserve	-	78,881	144,337	3,600	140,737	144,337	144,337
Reserve - Clubhouse/Cabana	24,980	-	-	-	-	-	-
Reserve - Court Amenities	7,825	-	-	-	-	-	-
Reserve-Lake Embankm/Drainage	16,950	-	-	-	-	-	-
Total Field	481,462	621,125	625,459	159,858	445,285	605,143	684,213
TOTAL EXPENDITURES	601,401	755,709	767,340	219,362	541,488	760,850	851,065
Excess (deficiency) of revenues							
Over (under) expenditures	158,178	54,078	-	489,803	(465,863)	23,940	-
Net change in fund balance	158,178	54,078	-	489,803	(465,863)	23,940	-
FUND BALANCE, BEGINNING	1,443,656	1,605,462	1,659,540	1,659,540	-	1,659,540	1,683,480
FUND BALANCE, ENDING	\$ 1,605,462	\$ 1,659,540	\$ 1,659,540	\$ 2,149,343	\$ (465,863)	\$ 1,683,480	\$ 1,683,480

LAKE BERNADETTE

Community Development District

*General Fund***Budget Narrative**
Fiscal Year 2025**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 2025

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.

LAKE BERNADETTE

Community Development District

*General Fund***Budget Narrative**
Fiscal Year 2025**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.

LAKE BERNADETTE

Community Development District

General Fund

Budget Narrative
Fiscal Year 2025**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 Nessel.

Life and Health Insurance

Insurance for Dan Nessel.

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 2025

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.

LAKE BERNADETTE

Community Development District

*General Fund***Budget Narrative**
Fiscal Year 2025**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 2025

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.

Exhibit "A"
Allocation of Fund Balances

AVAILABLE FUNDS

	<u>Amount</u>
Anticipated Fund Balance-Fiscal Year 2025	\$ 1,683,480
Net Change in Fund Balance-Fiscal Year 2025	-
Reserves-Fiscal Year 2025 Additions	144,337
Total Funds Available (Estimated) - 09/30/2025	1,827,817

ALLOCATION OF AVAILABLE FUNDS

Nonspendable Fund Balance

Deposits	835
Subtotal	<u>835</u>

Assigned Fund Balance

Operating Reserve - First Quarter Operating Capital	212,766 ⁽¹⁾
Reserves - (prior years)	5,457
FY 2024 Expenses	(3,600)
FY 2024 Budget	144,337
FY 2025 Budget	<u>144,337</u>
	290,531
Reserves - Clubhouse/Cabana (prior years)	35,576 ⁽²⁾
FY 2025 Budget	<u>35,576</u>
Reserves - Court Amenities (prior years)	15,717 ⁽²⁾
FY 2025 Budget	<u>15,717</u>
Reserves - Lake Embank/Drainage (prior years)	92,517 ⁽²⁾
FY 2025 Budget	<u>92,517</u>

LAKE BERNADETTE

Community Development District

Reserves - Roadways (prior years)	44,693 ⁽²⁾	
FY 2025 Budget	-	44,693
Reserves - Swimming Pools (prior years)	95,347 ⁽²⁾	
FY 2025 Budget	-	95,347
	Subtotal	787,147
Total Allocation of Available Funds		787,982
Total Unassigned (undesignated) Cash		\$ 1,039,834

Notes

- (1) Represents approximately 3 months of operating expenditures
- (2) Approved per Board Motion which includes FY 2023 expenses.

LAKE BERNADETTE

Community Development District

Double Eagle Court Road Fund

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	FY 2023	BUDGET	THRU	FEB-	PROJECTED	BUDGET
			FY 2024	Jan-24	9/30/2024	FY 2024	FY 2025
REVENUES							
Special Assmnts- Tax Collector	\$ 4,108	\$ 4,116	\$ 4,116	\$ 3,724	392	4,116	4,116
Special Assmnts- Discounts	(150)	(149)	(165)	(148)	-	(148)	(165)
TOTAL REVENUES	3,958	3,967	3,951	3,576	392	3,968	3,951
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	65	65	82	72	8	80	82
Total Administrative	65	65	82	72	8	80	82
TOTAL EXPENDITURES	65	65	82	72	8	80	82
Excess (deficiency) of revenues							
Over (under) expenditures	3,893	3,902	3,869	3,504	384	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	3,893	3,902	3,869	3,504	384	3,888	3,869
FUND BALANCE, BEGINNING	15,594	19,487	23,389	23,388	-	23,388	27,276
FUND BALANCE, ENDING	\$ 19,487	\$ 23,389	\$ 27,258	\$ 26,892	\$ 384	\$ 27,276	\$ 31,145

Summary of Revenues, Expenditures and Changes in Fund Balances
Fiscal Year 2025 Proposed Budget

ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROJECTED	TOTAL	ANNUAL
	FY 2022	FY 2023	BUDGET	THRU	FEB-	PROJECTED	BUDGET
			FY 2024	Jan-24	9/30/2024	FY 2024	FY 2025
REVENUES							
Special Assmnts- Tax Collector	\$ 1,896	\$ 1,932	\$ 1,932	\$ 1,719	\$ 213	\$ 1,932	\$ 1,932
Special Assmnts- Discounts	(69)	(69)	(77)	(68)	-	(68)	(77)
TOTAL REVENUES	1,827	1,863	1,855	1,651	213	1,864	1,855
EXPENDITURES							
<i>Administrative</i>							
Misc-Assessmnt Collection Cost	30	30	39	33	4	37	39
Total Administrative	30	30	39	33	4	37	39
TOTAL EXPENDITURES	30	30	39	33	4	37	39
Excess (deficiency) of revenues							
Over (under) expenditures	1,797	1,833	1,816	1,618	209	1,827	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	1,797	1,833	1,816	1,618	209	1,827	1,816
FUND BALANCE, BEGINNING	8,207	10,004	11,837	11,837	-	11,837	13,664
FUND BALANCE, ENDING	\$ 10,004	\$ 11,837	\$ 13,653	\$ 13,455	\$ 209	\$ 13,664	\$ 15,480

LAKE BERNADETTE
Community Development District

Supporting Budget Schedules
Fiscal Year 2025

**Comparison of Assessment Rates
Fiscal Year 2025 vs. Fiscal Year 2024**

Product	General Fund 001 (O&M)			General Fund 002 (O&M)			General Fund 003 (O&M)			Total Assessments per Unit				Units
	FY 2025	FY 2024	Percent Change	FY 2025	FY 2024	Percent Change	FY 2025	FY 2024	Percent Change	FY 2025	FY 2024	Dollar Change	Percent Change	
Double Eagle Court	\$966	\$876	10.3%	\$98	\$98	0%	\$0	\$0	n/a	\$1,064	\$974	\$90	9.3%	42
Janine Drive	\$966	\$876	10.3%	\$0	\$0	n/a	\$69	\$69	0%	\$1,035	\$945	\$90	9.5%	28
All Remaining Neighborhoods	\$966	\$876	10.3%	\$0	\$0	n/a	\$0	\$0	n/a	\$966	\$876	\$90	10.3%	825
														895

GF 001 ASSESSMENT INCREASE OPTION			
Product	Assessment Increase		\$ 60,000
	Per Product	Per Unit O&M % Increase	Per Unit O&M \$ Increase
All Residential Products	\$ 63,830	8%	\$ 71
Total	\$ 63,830	<i>Collection costs included</i>	

ASSESSMENT TREND ANALYSIS - GENERAL FUND					
FY 2025	FY 2024	FY 2023	FY 2022	FY 2021	
\$ 966	\$ 876	\$ 876	\$ 876	\$ 876	

7B.

asset_status	Insurance Decision	Prefix	Suffix	Insured?	Asset Name	Address	City	Zip	Lat.	Long.	Asset Notes	Asset Type	Reconstr. Cost	Coins.	Adjusted FMIT Value	Building Limit Current	Survey Difference	Est. FMIT Premium
Scheduled: Keep on Schedule	Scheduled: Keep on Schedule	001	002	TRUE	Main Swimming Pool	5410 Golf Links Blvd	Zephyrhills	33541	28.236316	-82.236944	Pool: Outdoor (1): * Replacement cost value is based upon data available at the time of the survey. If Member is aware of additional or specialized equipment that may justify the scheduled value at this location, please advise during review with FMIT. *	Structure	486000	100	486000	256250	229750	
Scheduled: Keep on Schedule	Scheduled: Keep on Schedule	001	003	TRUE	Clubhouse	5410 Golf Links Blvd	Zephyrhills	33541	28.23617	-82.236925	800 sq ft drive through/covered pull/parking, 750 sq ft of open area/overhang, 7000 sq ft of clubhouse area with offices and fitness center. Building: 70' x 160' Clubhouse /Equipment/Electrical - 8500 sq. ft., Note: If applicable, the cost per sq. ft. includes adjustment for mixed construction types (blended rate) as well as the equipment that defines the service of the building. * Advise Member to Review Personal Property Limit *	Building	1768000	100	1768000	1286610	481390	
Scheduled: Keep on Schedule	Scheduled: Keep on Schedule	001	004	TRUE	Cabana with Restrooms	5410 Golf Links Blvd	Zephyrhills	33541	28.236383	-82.236802	Two bathrooms for a combined square footage of 256 feet with open area of 1,094 sq ft. Building: 45' x 30' Cabana /Equipment/Electrical - 1350 sq. ft., Note: If applicable, the cost per sq. ft. includes adjustment for mixed construction types (blended rate) as well as the equipment that defines the service of the building. * Advise Member to Review Personal Property Limit *	Building	216000	100	216000	77500	138500	
Scheduled: Keep on Schedule	Scheduled: Keep on Schedule	001	006	TRUE	Monument Sign	5410 Golf Links Blvd	Zephyrhills	33541	28.227642	-82.230403	Sign: Brick/Masonry/Concrete (1): * Replacement cost value is based upon data available at the time of the survey. If Member is aware of additional or specialized equipment that may justify the scheduled value at this location, please advise during review with FMIT. *	Structure	8500	100	8500	6250	2250	
Scheduled: Keep on Schedule	Scheduled: Keep on Schedule	001	007	TRUE	Shed	5410 Golf Links Blvd	Zephyrhills	33541	28.236367	-82.236784	Building: 8' x 12' 8 X 12 Shed /Equipment/Electrical - 96 sq. ft., Note: If applicable, the cost per sq. ft. includes adjustment for mixed construction types (blended rate) as well as the equipment that defines the service of the building. * Advise Member to Review Personal Property Limit *	Building	5280	100	5280	2470	2810	
Scheduled: Keep on Schedule	Scheduled: Keep on Schedule	001	008	TRUE	Main Entrance Sign: Brick	5410 Golf Links Blvd	Zephyrhills	33541	28.237179	-82.245923	Sign: Brick/Masonry/Concrete (1):	Structure	72500	100	72500	72500	0	
Scheduled: Keep on Schedule	Scheduled: Keep on Schedule	001	009	TRUE	Tennis Courts	5410 Golf Links Blvd	Zephyrhills	33541	28.236511	-82.2374	Tennis: Court (1):	Structure	86400	100	86400	70000	16400	
New Asset: Do Not Schedule	New Asset: Do Not Schedule	N001	NEW	FALSE	Cabana Swimming Pool	5410 Golf Links Blvd	Zephyrhills	33541	0	0	Pool: Outdoor (1): Canopy/Awning/Shade Structure (Fabric Top): Metal	Structure	216000	100	216000		216000	
New Asset: Do Not Schedule	New Asset: Do Not Schedule	N001	NEW	FALSE	Canopy (Previously Listed Under 001003)	5410 Golf Links Blvd	Zephyrhills	32621	28.2367	-82.238001	or Concrete Supports (1):	Structure	57750	100	57750		57750	
New Asset: Do Not Schedule	New Asset: Do Not Schedule	N001	NEW	FALSE	Fencing (Previously Listed Under 001002)	5410 Golf Links Blvd	Zephyrhills	32621	29.4513261	-82.6366997	Fence: 4 ft Aluminum/Steel (1):	Structure	51200	100	51200		51200	
New Asset: Do Not Schedule	New Asset: Do Not Schedule	N001	NEW	FALSE	Lights: 6 Tennis Court: 25 ft, Steel Poles (Previously Listed Under 001009)	5410 Golf Links Blvd	Zephyrhills	32621	28.236495	-82.237584	Light: Sports Field: Steel Pole: 1-2 Fixtures (6):	Structure	60000	100	60000		60000	
New Asset: Do Not Schedule	New Asset: Do Not Schedule	N001	NEW	FALSE	Lights: 6: Decorative: Steel (Previously Listed Under 001008)	5410 Golf Links Blvd	Zephyrhills	32621	28.235836	-82.236963	Light: Decorative: Steel Pole: Single Fixture (6):	Structure	21600	100	21600		21600	
New Asset: Do Not Schedule	New Asset: Do Not Schedule	N001	NEW	FALSE	Multi Play Structure: Playground: Metal and Plastic	5410 Golf Links Blvd	Zephyrhills	32621	28.236698	-82.237997	Playground: Multi-Play Structure (1):	Structure	40000	100	40000		40000	

Ninth Order of Business

9A

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

Budget FY2020

Clubhouse remodel of 2019	\$131,764.00
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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
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Budget FY2023

Capital Outlay	\$90,000.00
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Pickleball Court	\$90,000.00
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Unassigned Cash

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

Mill & Resurface Cabana Parking Lot and Links Lane	\$62,000.00
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Budget FY2024

Capital Outlay	TBD
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Solar Power for Clubhouse	\$80,000.00
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Solar Electricity Cabana Pool	\$35,972.00
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Budget FY2025

Capital Outlay	TBD
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Pond dredging	\$126,000.00
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