

1 **MINUTES OF MEETING**
2 **HARBOURAGE AT BRADEN RIVER**
3 **COMMUNITY DEVELOPMENT DISTRICT**

4 The Regular Meeting of the Board of Supervisors of the Harbourage at Braden River
5 Community Development District was held on Wednesday, June 11, 2014, at 1:00 p.m. at the
6 Harbourage Recreation Center, 5705 Key West Place, Bradenton, Florida.

7 **FIRST ORDER OF BUSINESS - Roll Call**

8 Mr. St. Denis called the meeting to order.
9 The Board members introduced themselves for the record.

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11 Present were:

12 Susie White	Chairman
13 Ian Davidson	Vice-Chairman
14 Dale Weidemiller	Supervisor
15 Charles Morrill	Supervisor (via telephone)
16 Bart Didrick	Supervisor

17
18 Also present were:

19 Bruce St. Denis	District Manager
20 John Vericker	District Counsel
21 Patricia Comings-Thibault	District Accountant (via telephone)
22 Sandy Oram	DPFG
23 Carol Grove	Resident (by phone)

24
25 Mr. St. Denis established a quorum of the Board was present.

26 Ms. White led the Pledge of Allegiance.

27 **SECOND ORDER OF BUSINESS – Public Comments on Agenda Items**

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29 **FOURTH ITEM OF BUSINESS- Playground Equipment/Dog Park**

30 **H.** Mr. Wilson stated the Board requested a proposal for the removal of the playground
31 equipment and transformation of the grounds into a dog park.

32 Ms. Oram explained that the estimate to update the playground equipment was close to
33 \$30,000; the Board decided to proceed with dog park project instead.

34 Mr. Wilson presented a two phase project. The first phase included the removal and
35 recycling of 45 underground pipes. The second phase was restoration of the grounds, including
36 services from a sprinkler technician. The estimated total cost for the entire project was \$5400.

37 Mr. Weidemiller inquired about the end product and requirement to notify residents of
38 the construction and transformation of the space

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Ms. White stated that there should be some notification sent to the residents regarding the dog park and inquired about the resale of the scrap metal.

Mr. Wilson stated that the materials will be recycled. He recommended that the Board consult their insurance company.

Mr. Weidemiller inquired about when the project is slated to take place and if it was included in the budget.

Ms. Oram stated that this issue was not addressed. The budget was only discussed in regard to the pool and spa; it was enough to cover the cost of this project.

Mr. St. Denis forwarded the question to Ms. Comings-Thibault.

Ms. Comings-Thibault stated there was a \$2500 in the tot lot box. Additionally, there were some positive variances in the recreation center budget that may be able to absorb it. There are also funds in the boat lift repairs line.

The Board decided to discuss the issue further after Budget review.

FOURTH ITEM OF BUSINESS- FY 2014-2015 Budget

• Presentation

Ms. Comings-Thibault presented a revised budget. There was an increase in assessment by \$62 per ERU. The allocations were explained. There was an overall increase of \$15, 537 in administrative items. The total conservative and resource management had a decrease of \$1,986. There was a decrease in landscaping of \$17,832. The renewal and replacement was decreased to match trends.

Mr. Morrill inquired about an emergency reserve in the landscape budget.

Ms. Comings-Thibault stated that there was no emergency reserve in the landscape budget.

Mr. St. Denis inquired about available funds elsewhere for emergencies.

Ms. Comings-Thibault stated that there was an unassigned fund balance of \$71,428, which could be utilized for emergency in any line items. There is no contingency for the current FY. There was an increase in the gate house maintenance of \$510.00.

Ms. White proposed to include curb cleaning into the budget. It was estimated at \$2,500.

Ms. Comings-Thibault changed the street sweeping section title to repair and maintenance - power washing, for a total amount of \$5800. With this addition, road and street facilities totaled \$7300. There was an overall decrease in the common area budget of

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\$10,043. There was an overall decrease in the marina and pier area of \$10,395, driven by decreasing boat lift repairs. It was decided that there would be further discussion on moving funds from reserve to contingency and to the account for the increase in power washing.

Ms. Comings-Thibault concluded the revisions. There will be a new line item for sidewalks. The overall total on road and street facilities line is \$12,300. Assessments will increase to cover the \$5000. Reserves will be at \$17,794 and contingencies at \$5000. The unassigned fund balance is \$70,178, with one quarter taken out. The total expenditures, after discussion and revision, were at \$359,545. Based on assessments, there was a negative balance and no way to make all bond payments; this is if refunding from the district does not occur. Ms. Comings-Thibault will review the issue and get back to the Board.

➤ **Resolution 2014-5, Approving Proposed Budget and Setting the Public Hearing**

Mr. St. Denis requested a motion to adopt the Proposed Budget and Setting the Public Hearing for August 13, 2014 at 1:00 p.m.

On MOTION by Ms. Didrick, SECONDED by Ms. White, WITH ALL IN FAVOR, the Board adopted the Proposed Budget and Setting the Public Hearing for August 13, 2014 at 1:00pm.

A. Bond Refunding

Mr. St. Denis stated that an insurance company would like to get involved in the market, which will increase options for the refunding. Everything seemed to be getting more favorable but there was no final decision. Mr. St. Denis will request a written report from Mr. Bulliet.

THIRD ORDER OF BUSINESS

C. Ratification of \$10,000 Payment to Ajax Paving

Ms. White stated that the original proposal was \$8,797, and the overrun was \$10,800. The explanation from Ajax for the overrun was the need for more materials.

Mr. St. Denis stated that the work was reviewed, inspected and verified.

G. Pool Deck

Mr. Davidson inquired about the pool deck and if it was included in the Budget.

Ms. Oram stated that they need to schedule another time to discuss. They had previously narrowed it down to Decks Plus, but wanted to see the offered items.

1 Mr. St. Denis forwarded the question to Ms. Comings-Thibault.

2 Ms. Comings-Thibault said it was included in the fund balance of this year.

3 **THIRD ORDER OF BUSINESS – Administrative Matters**

4 **B. Acceptance of April 2014 Financial Statements**

5 Ms. Comings-Thibault reviewed the Financial Statements ending April 30, 2014. There
6 was an unassigned fund balance of \$357,834. The district was 91.27% collected as to assessment.
7 There will be a decrease in the unassigned fund balance as the year progresses, as the revenue
8 stream inwards decreases and expenditures increase. Most of the expenditures for this month
9 were normal and recurring. Are there any questions?

10 Ms. Grove inquired about the revenue and collection-to-date.

11 Ms. Comings-Thibault stated if some individuals had not paid taxes or taken the discount,
12 there would not be 100% collection; they would not be delinquent, but rather, they have not
13 elected to pay their taxes and take the discount. They are delinquent on June 1. The collection
14 amount was not far-off from other districts.

15 Mr. St. Denis requested a motion to accept the April 2014 Financial Statements.

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17 On MOTION by Ms. White, SECONDED by Mr. Didrick, WITH ALL IN FAVOR, the Board
18 accepted the April 2014 Financial Statements.

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20 **3A. Approval of Minutes of May 14, 2014 Meeting**

21 The Board pointed out name misspellings in the minutes.

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23 Mr. St. Denis requested a motion to approve the minutes of the May 14, 2014 meeting, as
24 revised.

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26 On MOTION by Ms. White, SECONDED by Mr. Didrick, WITH ALL IN FAVOR, the Board
27 approved the minutes of the May 14, 2014 meeting, as revised.

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29 Mr. St. Denis recalled the discussion earlier of the Ratification of \$10,000 Payment to
30 Ajax Paving.

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32 Mr. St. Denis requested a motion to ratify the \$10,000 Payment to Ajax Paving.

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34 On MOTION by Ms. White, SECONDED by Mr. Didrick, WITH ALL IN FAVOR, the Board
35 ratified the \$10,000 payment to Ajax Paving.

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1 **FOURTH ORDER OF BUSINESS – General Matters**

2 **C. Review of Deeds**

- 3 > **Boat Dock**
- 4 > **Wetlands-Common Areas**
- 5 > **Amenity Center & Common Areas**

6 Mr. Vericker stated that when the plat was done, the intended recipient was an
7 association. The development entity deeded the plat over to the CDD.

8 Ms. White stated that she contacted the engineer and his recommendation was to have the
9 attorney research the deeds, as Mr. Vericker had done.

10 Ms. Oram will follow-up with the engineer about the maintenance map.

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12 **D. 2014 Legislative Session Memorandum**

13 Mr. St. Denis stated that there was a requirement for every CDD to have a website, with
14 specific information.

15 Ms. Oram stated someone will create all the websites.

16
17 **E. Form 1 Financial Filing**

18 Mr. St. Denis stated the Form 1 was included in the packet and that it was due at the end
19 of the month.

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21 **F. Gate Enter/Exit Policy**

22 Ms. Oram stated that she put a letter together based on the last meeting. It includes what
23 other companies are charging, for comparison. After approval, this policy will be mailed to
24 residents.

25 Mr. St. Denis asked Mr. Vericker if a hearing was required before approval.

26 Mr. Vericker stated that Board was required to send notice to residents at least 30 days in
27 advance.

28 Mr. St. Denis stated that there would be an advertisement for a Public Hearing to discuss
29 the document.

30 Mr. St. Denis requested a motion to approve the document and discuss on August 13,
31 2014.

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33 **On MOTION by Ms. Didrick, SECONDED by Ms. White, WITH ALL IN FAVOR, the Board**
34 **approved the document and discuss on August 13, 2014.**

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36 Mr. St. Denis recalled the discussion earlier about the Pool Deck.

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38 Ms. Oram and Mr. Didrick will meet with the contractor about the Pool deck.

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40 Mr. St. Denis requested a motion to authorize Ms. Oram and Mr. Didrick to meet with the

1 pool deck contractor and for staff to proceed with the plans.

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3 On MOTION by Ms. White, SECONDED by Mr. Davidson, WITH ALL IN FAVOR, the Board
4 authorized Ms. Oram and Mr. Didrick to meet with the pool deck contractor and for staff to
5 proceed with the deck project.

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8 **I. Window Cleaning Proposal**

9 Ms. Oram stated the Board only needed an updated copy of the agreement; it listed
10 services that were already being utilized. The update was distributed.

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12 **J. Updates**

13 > **Gate Damage Reimbursement**

14 Ms. Oram was instructed to follow-up with the insurance company.

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16 **K. Additional Items**

17 Ms. Oram distributed an updated copy of the American Heating and Air Conditioning
18 contract. There was an issue where the backflow pump failed inspection, but it was repaired. The
19 temporary light pole by the exit gate was removed. The Board needs to decide if they will
20 proceed with Sarasota Lightscape.

21 Ms. White stated that she had the documents from Sarasota Lightscape. They recommended
22 updating to LED lighting. The technician quoted a price for updating the lights.

23 Ms. Oram stated the Sarasota Lightscape item was for renewal of the contract. If the
24 Board decided to update the lighting, the cost would be \$900.

25 The discussion on updating the lights was tabled until the August meeting.

26 Mr. St. Denis requested a motion to accept the renewal contract for Sarasota Lightscape.

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28 On MOTION by Ms. White, SECONDED by Mr. Didrick, WITH ALL IN FAVOR, the Board
29 accepted the renewal contract for Sarasota Lightscape.

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31 Mr. St. Denis recalled the discussion earlier on the Playground/Dog Park.

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33 Mr. St. Denis requested a motion to authorize Mr. Wilson to complete work on the
34 Playground/Dog Park for \$500.

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36 On MOTION by Ms. Didrick, SECONDED by Mr. Davidson, WITH ALL IN FAVOR, the
37 Board authorized Mr. Wilson to complete work on the Playground/Dog Park for \$5400.

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42 **FIFTH ORDER OF BUSINESS – Staff Reports**

1 **A. Manager**
2 There being none, the next item followed.

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4 **B. Attorney**
5 There being none, the next item followed.

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7 **C. Engineer**
8 There being none, the next item followed.

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10 **SIXTH ORDER OF BUSINESS – Audience Comments**

11 A resident requested pool cleaning and security contracts, on behalf of Bob Marriott.

12 Ms. Oram stated that she would provide the contracts.

13 Ms. White requested that the power washer switch off between the pool deck and the
14 gate.

15 Mr. St. Denis assured that this could be arranged, with no issue.

16 Ms. Oram stated that she received a proposal from Bloomings for the CDD portion on
17 trees. She is waiting for a proposal from West Coast.

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19 **SEVENTH ORDER OF BUSINESS – Supervisors Requests**

20 There being none, the next item followed.

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22 **EIGHTH ORDER OF BUSINESS – Adjournment/Continuation**

23 Mr. St. Denis requested a motion to adjourn the meeting.

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25 On MOTION by Mr. Davidson, SECONDED by Mr. Didrick, WITH ALL IN FAVOR, the
26 Board adjourned the meeting.

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28 **These minutes were prepared in summary format.*

29 **Each person who decides to appeal any decision made by the Board with respect to any matter*
30 *considered at the meeting is advised that person may need to ensure that a verbatim record of the*
31 *proceedings is made, including the testimony and evidence upon which such appeal is to be*
32 *based.*

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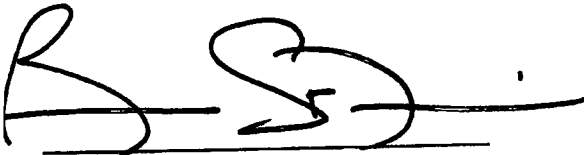
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Harbourage at Braden River CDD
Board Meeting

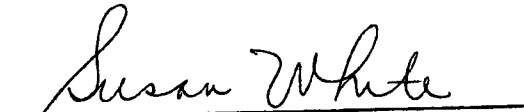
June 11, 2014

1 Meeting minutes were approved at a meeting by vote of the Board of Supervisors at a publicly
2 noticed meeting held on 8-13-2014.

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7 Signature

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9 Bruce St. Denis
10 Printed Name

11 Title:
12 Secretary
 Assistant Secretary


Signature

SUSAN WHITE
Printed Name

Title:
 Chairman
 Vice Chairman