

**MINUTES OF MEETING
BRIDGEWATER
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Bridgewater Community Development District was held on Friday, **March 22, 2024**, at 10:30 a.m. at the Bridgewater Amenities Center, 2525 Village Lakes Boulevard, Lakeland, Florida.

Present and constituting a quorum were:

Tonya Lockamy	Chairperson
Thomas Temple	Vice Chairman
John Gierlach	Assistant Secretary
Jeff Walters	Assistant Secretary
Natalie Holley <i>joined late</i>	Assistant Secretary

Also Present were:

Christina Newsome	District Manager, Rizetta & Company, Inc.
Stephen Brletic	District Engineer, BDI Engineering
Lauren Gentry	District Counsel, Kilinski Van Wyk
Ted Katina	Senior Account Manager, Brightview
Bryan Schaub <i>via phone</i>	Landscape Specialist, Rizzetta
Jason Greenwood	GMS
Richard McGrath	GMS

FIRST ORDER OF BUSINESS

Call to Order

Ms. Newsome called the meeting to order at 10:00 a.m. and called the roll. Four Supervisors were present in person constituting a quorum.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The pledge of allegiance was recited.

THIRD ORDER OF BUSINESS

Audience Comments on Agenda Items

Ms. Newsome opened the meeting for Supervisor requests and audience comments on agenda items.

A resident spoke about Solitude and spraying. Tonya will get an email from the resident with questions and forward them to Solitude. Ms. Newsome noted it would be best to reach out to Solitude and have them start being present at the meetings to answer questions.

FOURTH ORDER OF BUSINESS

Business Administration

A. Consideration of Minutes of the Board of Supervisors Special Meeting held on February 7, 2024

Ms. Newsome presented the minutes from the February 7, 2024 Board of Supervisors Special meeting.

On MOTION by Mr. Walters, seconded by Mr. Temple, with all in favor, the Minutes from the February 7, 2024 Board of Supervisors Special Meeting, was approved.

B&C. Consideration of Operations and Maintenance Expenditures for December 2023 and January 2024

Ms. Newsome noted at the last meeting they saw the Doody Daddy invoices. They took them off this and put them under separate cover. They reached out to Doody Daddy and cleared up everything and Doody Daddy is sending a check back for the difference for what was paid for those two invoices. The invoices have to stay on there because they were paid but are listed under separate cover. December, January, and February are there.

On MOTION by Mr. Walters seconded by Ms. Holley, with all in favor, the Operations and Maintenance Expenditures for December 2023 and January 2024, was approved.

D. Acceptance of Financial Statements (unaudited) dated December 31, 2023, and January 31, 2024

Ms. Newsome noted the financials are there as well.

On MOTION by Mr. Walters, seconded by Ms. Lockamy, with all in favor, the Financial Statements (Unaudited) Dated December 31, 2023 and January 31, 2024, were approved.

FIFTH ORDER OF BUSINESS

Staff Reports

A. Aquatic Maintenance Manager

1. Presentation of Waterway Inspection Report

Ms. Newsome gave the Board time to review the report and noted she would take anything the Board may have back to Solitude. Ms. Gentry stated she pulled Solitude's contract and it does require both written reports and attendance at the Board of Supervisors meetings when necessary, so if they need them to come that should already be covered in the contract.

B. Landscape Managers

1. Brightview Landscape Quality Site Assessment

Mr. Schaub noted a few issues with the bed behind pond B by pump 91 on Great Bear. Punctured drip irrigation and a couple of cuts causing leaking. The water pathways down to the drown causing minor erosion which is probably the reason plants are die back there. There are missing Viburnums and a tree hit by a mower or vehicle behind pond B that will need to be removed and replaced. There is moss to remove from trees. Everything is mowed, edged and blown off properly. He noted he would be happy to take any questions.

Mr. Katina received a proposal for a controller that is bad which is why he didn't want to give a proposal to replace any trees or Viburnum as the controller is not working. The ant control was completed last Monday/Tuesday and will monitor so if there are any issues, they will treat them accordingly. The bridge enhancement is almost done. There are irrigation issues on the entrance side so as soon as those are fixed probably Monday, the rest of the rock will be done. They have been consistently pumping sumps every other week and will start weekly in April or May.

On MOTION by Ms. Lockamy, seconded by Mr. Gierlach, with all in favor, the Replacement of Hybrid Controller for \$350, was approved.

Mr. Katina addressed pond bed 13 and keeping it up to 3 ft. and told the Board they don't want to do them any lower for a cleaner look and the only chemical used occasionally is Aquatic Roundup.

2. Consideration of Tree Care Services Proposal

Mr. Katina stated the first one is for trees near sidewalks throughout the community and the second for trees back in the wood areas. Ms. Newsome noted Phase 1 would be the tree pruning directly impacting sidewalks and roads for \$16,800 and the other Phase 2 would be community tree pruning set back away from sidewalks and roadways for \$17,700. A Board member questioned some trees by the back entrance on CDD property. Mr. Katina noted there is no budget for that now and they are in next year's budget season so he would call this off.

3. Rizzetta & Company Landscape Inspection Report

Ms. Lockamy asked if there are any trees of concern near structures for the upcoming hurricane season. Mr. Katina stated nothing pending right now. It will continue to get worse as some of those trees have never been touched. They need to be lifted and thinned out getting the dead wood out of them. This money would have to be pulled out of reserves. Mr. Greenwood noted GMS will have field operations staff coming on board and if they wait until the April meeting, field operations can do a site visit and team up with BrightView to provide recommendation. Ms. Lockamy noted maybe some trees are more important before hurricane season so maybe do it in phases.

SIXTH ORDER OF BUSINESS

Business Items

A. Consideration of GMS District Services and Field Services Agreement

Ms. Gentry stated this is a standard form of agreement that has been worked out with GMS. It is updated to account for the services that you are engaging them for so standard district manager services as well as field landscaping and stormwater oversight. The date of the agreement is April 1st so under the 60-day notice, Rizzetta's last day

would have been April 7th but after speaking to everybody, they wanted a clean break from financials and start at the beginning of the month so Rizzetta did agree to move that to April 1st and have GMS come on at the start of the month. She pointed out the description of services, standard provisions and GMS fee schedule that is attached. She offered to take any questions, otherwise looking for a motion to approve.

On MOTION by Mr. Walters, seconded by Ms. Lockamy, with all in favor, the GMS District Services and Field Services Agreement, was approved.

B. Resolution 2024-02, Appointing a District Manager

Ms. Gentry stated for the record all of these transition resolutions will have an effective date of April 1st so everything will get teed up in advance and kick in once the transition happens.

On MOTION by Ms. Lockamy, seconded by Mr. Walters, with all in favor, Resolution 2024-02, Appointing a District Manager, was approved.

C. Resolution 2024-03, Redesignating Primary Administrative Office

Ms. Gentry stated section three of his resolution has a blank for the local records office. A few options have been discussed with GMS. You are required to have a local records office in the county where the District is located so any residents can access the records. Mr. Greenwood went over a couple options. A Board member noted they will talk to the HOA Board and draw something up during business hours and have them sign off on it and use that address. Mr. Greenwood noted they would provide a tablet. Ms. Gentry stated pending discussions with the HOA this resolution will be tabled and brought back to the next meeting.

D. Resolution 2024-04, Redesignating Registered Agent and Registered Office

Ms. Newsome stated this is redesignating the registered agent and office.

On MOTION by Ms. Lockamy, seconded by Mr. Walters, with all in favor, Resolution 2024-04 Redesignating the Registered Agent and Registered Office, was approved.

E. Resolution 2024-05, Appointing and Removing Officers

Ms. Newsome stated this will be removing herself as Assistant Secretary and all other Rizzetta employees as Assistant Secretary and will be adding Richard McGrath, Hannah Henry, Jason Greenwood, and Amanda Ferguson all as Assistant Secretaries or Treasures for the District.

On MOTION by Ms. Lockamy, seconded by Ms. Holley, with Mr. Temple, Mr. Gierlach, Ms. Lockamy, and Ms. Holley in favor and Mr. Walters opposed, Resolution 2024-05, Appointing and Removing Officers, was approved 4-1.

F. Resolution 2024-06, Establishing Checking Account and Designating Signatories

Ms. Gentry noted this is a cleanup item for bank accounts. It appoints the positions that are authorized active signers on the account. Mr. Greenwood stated the easiest thing to do is close the bank account, provide a check and open a brand-new account and as stated will go back and recreate FY24 to know where they are at. If you are with Truist that can be transitioned but if not, Regions would be their recommendation. Ms. Lockamy noted they are currently with Truist. Ms. Gentry noted section 1 will be amended to state that GMS is directed to transition control of the bank account at Truist.

On MOTION by Mr. Walters, seconded by Mr. Temple with all in favor, Resolution 2024-06, Establishing Checking Account and Designating Signatories, was approved.

G. Resolution 2024-07, Setting Meeting Schedule

Ms. Gentry noted you are required to adopt an annual meeting schedule. Unfortunately, with the transition there was one discussed with Carol and it has not worked out for the rest of this year. She spoke with Jason and Richard about availability and they suggested a meeting date later in the month so they have all of their financials

for the Board meetings. Tentative date is the fourth Wednesday of the month in the morning. Ms. Gentry noted meetings would be April 24th budget workshop, May 22nd proposed budget, July 24th, August 28th all at 10 a.m. No meeting in June or September.

On MOTION by Mr. Walters, seconded by Ms. Holley, with Mr. Temple, Mr. Walters, Ms. Holley, and Ms. Lockamy in favor and Mr. Gierlach opposed, Resolution 2024-07, Setting Meeting Schedule with Schedule Attached, was approved 4-1.

A Board member can't make the May 22nd meeting so they asked for May 29th instead. Ms. Gentry asked for a motion to amend the schedule for May 29th.

On MOTION by Mr. Walters, seconded by Ms. Lockamy, with Mr. Temple, Mr. Walters, Ms. Holley, and Ms. Lockamy in favor and Mr. Gierlach opposed, Amending the May Meeting to May 29th, was approved 4-1.

Ms. Lockamy asked to discuss having one of the budget related meetings at night if anyone else is interested. Ms. Gentry noted she doesn't charge a surcharge for evening meetings. She can do August 27th or 29th in the evening. The Board agreed to August 29th at 6:00 p.m.

On MOTION by Ms. Lockamy, seconded by Ms. Holley, with Mr. Temple, Mr. Walters, Ms. Holley, and Ms. Lockamy in favor and Mr. Gierlach opposed, Move August Meeting to Thursday 29th at 6 p.m., Budget Public Hearing, was approved 4-1.

H. Consideration of Slump Improvement Proposal

Mr. Brletic stated this reflects doing all six projects. He broke it down into three different tasks, design and permitting. It also reflects consolidating. The optional task is the third task which is construction administrative services. He gave the Board a number if they want to do all of this and want them to be fully involved to manage the whole thing and do construction site business this is what that cost would be but it's not necessarily

required. All they require from an engineering standpoint from closing out permits is something they would direct the contractor to do in the RFP which is provide all of the as built information. If all of this work is done at one time, it will be weeks of construction probably in 6 to 8 week range. He recommended some oversight with at least three visits. If they don't want all of this stuff up front, the Board would give direction. Permits are open for five years. He noted when improvements are permitted and you do this effort do them all it doesn't obligate you to construct them at the same time. A Board member recommended putting this off to next month and get GMS's recommendation.

A. Ratification of Easement Variance Agreement

Ms. Newsome stated all of the required paperwork has been done and Margie sent it for recording. Ms. Gentry suggested waiting to ratify this at the next meeting.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Gentry updated on legislative sessions. A new law that requires adoption of goals and objectives for each Special District with performance measures then annual reporting that. A law was passed that provides some extra liability protection if Special Districts follow state cybersecurity protocols. A Board member asked about ethics training. For calendar year 2024 four hours of ethics training is required. She will email the Board links to satisfy the requirement. Report on Form 1 completed next year online.

B. District Engineer

Mr. Brletic noted the last thing they talked about was updated pricing for potential work on pond A. Mr. Greenwood recommended they get other quotes. Mr. Brletic noted he has reached out to some people but haven't received any proposals yet.

C. District Manager

Ms. Newsome noted there is a proposal for alligator signs. A picture was passed around. She asked for a proposal for 10 to start. All that is needed is a map with specific locations to place the signs. Ms. Holley asked what the posts will look like.

On MOTION by Ms. Lockamy, seconded by Mr. Gierlach, with all in favor, the GMS Proposal 336 Sign Option B for 16 signs Coordinating with the Chair on Style of Post, was approved.

Ms. Newsome noted on transfer of utility services for Villages 13 &14 with disconnection being threatened. She called Lakeland Utilities for some information and they haven't been paid since last July. The back due amount can be paid which is almost \$11,000 at this point. She doesn't have the usage rates that was originally asked for. Ms. Gentry noted in Spring 2023 Board members did accept Village 12, 13, 14 common property and unbeknownst to us those did have city water and irrigation lines and there isn't any leverage to contest that. That is on the Districts property and they discussed in July a request to get that transferred over. The District doesn't have any ground to oppose the utilities for this infrastructure that the District now owns. She noted it's reasonable to ask Ryan Homes to pay the late fees and recommended calling utility company for an additional grace period. GMS will investigate the transfer of irrigation.

EIGHTH ORDER OF BUSINESS

Supervisor Requests and Audience Comments

Audience Comments:

Resident Comment: She complemented the front and back. Brought up stones falling off the bridge to side of the lake. Suggested adding stone or paint. Ms. Gentry noted the bridge is a city right of way and will check records on the structure of the bridge with regard to responsibility.

Resident Comment: Discussed Brightview and landscapers struggling to keep up in the active growing season. Ms. Lockamy asked when the BrightView contract expires. Ms. Gentry noted it runs April to March each year but there is a 30 day out clause.

NINTH ORDER OF BUSINESS

Adjournment

Ms. Newsome asked for a motion to adjourn the meeting.

On MOTION by Mr. Walters seconded by Ms. Holley, with all in favor, the meeting was adjourned at 11:50 a.m.

March 22, 2024

Bridgewater CDD


Secretary/Assistant Secretary


Chairman/Vice Chairman