

MINUTES OF MEETING BRIGHTON LAKES COMMUNITY DEVELOPMENT DISTRICT

A regular meeting of the Board of Supervisors of the Brighton Lakes Community Development District was held Thursday November 4, 2021 at 6:00 p.m. at Brighton Lakes Clubhouse, 4250 Brighton Lakes Blvd., Kissimmee, FL 34746

Present and constituting a quorum were:

Marcial Rodriguez, Jr	Chairman
John Crary	Vice-Chairman
Michelle Incandela	Assistant Secretary
Mark Peters	Assistant Secretary
Nadine Singh	Assistant Secretary

Also present were:

Bob Koncar	District Manager
Wes Haber	District Attorney
Peter Glasscock	District Engineer
Gabe Mena	Assistant District Manager
Freddy Blanco	Field Services Manager
Dennis Hisler	Landscape & Maintenance CDD Liaison

The following is a summary of the minutes and actions taken at the November 4, 2021 meeting of the Brighton Lakes CDD.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

- Mr. Mena called the meeting to order and called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

- The pledge of allegiance was recited.

THIRD ORDER OF BUSINESS

Public Comments

- Audience comments were received on:
 - Mr. Crary received a text from Debra Cunningham, 2425 Maracaibo Drive , inquiring if the guard shack would be power washed and painted.

- A resident commented the Christmas lights look nice and stated some type of light should be left up all the time. He also thanked Mr. Hisler for his work in keeping the community looking nice every day.
- A resident inquired how long she will be paying towards the Bond.

FOURTH ORDER OF BUSINESS**CDD Landscape and Maintenance Liaison Report**

- Mr. Hisler's report was included in the agenda package. The report was reviewed with the Board. A discussion ensued.

FIFTH ORDER OF BUSINESS**Vendor Reports****A. Bladerunner**

- Mr. Blanco reviewed the Bladerunner report for the Board.

B. Envera

- Envera presented their report to the Board. A discussion ensued.

C. Magnosec

- Magnosec presented their report.

D. Sitex

- Sitex presented their report. A discussion ensued on aeration.

SIXTH ORDER OF BUSINESS**Field Management Report****A. Inframark LED Lighting Proposals**

On MOTION by Mr. Crary seconded by Mr. Rodriguez, with all in favor, the light replacement at the basketball courts and tennis courts for a total of \$9,362.00 was approved. 5-0

On MOTION by Mr. Peters seconded by Mr. Rodriguez, with all in favor, the lighting at the main gate for \$552.00 was approved. 5-0

B. Crystal Power and Equipment Kubota RTV520 Proposal**C. Blade Runner Proposal**

On MOTION by Mr. Rodriguez seconded by Ms. Incandela, with all in favor, the removal of dead tree number 176 at \$800.00 was approved. 5-0

D. Sitex Proposal**SEVENTH ORDER OF BUSINESS****Business Administration****A. Consideration of the Minutes of Board of Supervisors Meeting Held on September 2, 2021**

On MOTION by Mr. Rodriguez seconded by Ms. Incandela, with all in favor, the Minutes of the Board of Supervisors meeting of September 2, 2021 were approved. 5-0

B. Consideration of Financial Statements for September 2021

On MOTION by Mr. Crary seconded by Ms. Incandela, with all in favor, the Financial statements for September 2021 was approved. 4-0

C. Consideration of Check Register and Invoices for August through September 2021

On MOTION by Mr. Peters seconded by Mr. Rodriguez, with all in favor, the Check Register and Invoices were approved. 5-0

EIGHTH ORDER OF BUSINESS**Business Items****A. Consideration of Resolution 2022-01, Designating Secretary of the District**

On MOTION by Mr. Crary seconded by Mr. Incandela, with all in favor, Resolution 2022-01, Designating Secretary of the District, Gabriel Mena, was adopted. 5-0

B. Discussion of Grau Addendum to Engagement Letter

On MOTION by Ms. Incandela seconded by Mr. Crary, with all in favor, the Grau Audit Addendum to the Engagement Letter was approved. 5-0

C. Assigning Fund Balance Fiscal Year 2021

On MOTION by Mr. Peters seconded by Mr. Rodriguez, with all in favor, Assigning Fund Balance Fiscal Year 2021 was approved. 5-0

D. Discussion of Road Paving Plan

On MOTION by Mr. Crary seconded by Ms. Incandela, with all in favor, the Agreement with MBS Capital for financial advisory services was approved. 5-0

On MOTION by Mr. Crary seconded by Ms. Incandela, with all in favor, the Engagement Agreement with Bond Counsel, was approved. 5-0

On MOTION by Ms. Incandela seconded by Mr. Crary, with all in favor, the continuance of the Board meeting to December 9, 2022, at 6:00 p.m. was approved. 5-0

NINTH ORDER OF BUSINESS

Staff Reports

- A. District Engineer
- B. District Counsel
- C. District Manager

On MOTION by Mr. Rodriguez seconded by Ms. Incandela, with all in favor, alternative #1, to engage Kutak Rock as District Counsel, was approved. 5-0

TENTH ORDER OF BUSINESS

Supervisor Requests

There being none, the next item followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Rodriguez seconded by Mr. Crary with all in favor the meeting is continued to December 9, 2021, at 6:00 p.m.



Secretary


Chairman/Vice-Chair