

1 **MINUTES OF MEETING**
2 **BRIGHTON LAKES COMMUNITY DEVELOPMENT DISTRICT**
3

4 The regular meeting of the Board of Supervisors of the Brighton Lakes Community Development
5 District was held Thursday, July 7, 2022, at 6:00 p.m. at Brighton Lakes Clubhouse, 4250 Brighton
6 Lakes Boulevard, Kissimmee, Florida 34746.
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8 Present and constituting a quorum were the following:

9 Marcial Rodriguez	Chairman
10 John Crary	Vice Chairman
11 Michelle Incandela	Assistant Secretary
12 Mark Peters	Assistant Secretary
13 Nadine Singh	Assistant Secretary

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15 Also present, either in person or via communication media technology, were the following:

16 Gabriel Mena	District Manager
17 Tucker Mackie	District Counsel
18 Ryan Dugan	District Counsel
19 Peter Glasscock	District Engineer
20 Freddy Blanco	Field Manager
21 Dennis Hisler	CDD Landscape & Maintenance Liaison
22 Residents and Members of the Public	

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24 *This is not a certified or verbatim transcript, but rather represents the context and summary of*
25 *the meeting. The full meeting is available in audio format upon request. Contact the District Office*
26 *for any related costs for an audio copy.*
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28 **FIRST ORDER OF BUSINESS**

Call to Order and Roll Call

29 Mr. Mena called the meeting to order at 6:00 p.m.

30 Mr. Mena called the roll and indicated a quorum was present for the meeting.

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32 **SECOND ORDER OF BUSINESS**

Pledge of Allegiance

33 The Pledge of Allegiance was recited.
34

35 **THIRD ORDER OF BUSINESS**

Public Comments

36 Mr. Clesco, 4208 Sevan Way, stated Mr. Hisler is doing a good job in the District. There was
37 a request for adding to the board at the entrance, "Welcome Home". There was gutter damage on
38 his home due to fireworks, it was requested that next year something be put out to the District
39 prior to the Holiday. Residents are asking about information on the ponds, so Sitex will write a
40 general guideline.

41 Ms. Carmona, 4102 Onega Way, voiced concerns regarding algae in the pond. Mr. Mena
42 asked Bladerunner not let grass clippings blow into the ponds. Ms. Incandela explained that ponds
43 are an environmental, ongoing, issue. A discussion ensued on ponds and what is causing the algae.
44 Mr. Blanco advised this could be due to the issues with the current well pump; some of the other
45 ponds may look better because there is no irrigation pump connected to them.

Mr. Hisler spoke to some of the pond treatments. It can only be treated so much, due to restrictions.

FOURTH ORDER OF BUSINESS **Vendor Report**

A. Sitex

A representative for Sitex was not present at the meeting.

The Sitex contract is now month-to-month.

Mr. Crary stated he is unhappy with lack of grass carp proposal.

Concerns with too much vegetation causing flooding.

The Board wants the control structures inspected and added to the monthly report.

The Board would like to wait to discuss a request for proposals for pond treatment until the next meeting.

B. Bladerunner

Trimming of Ligustrum tree, grass was damaged due to soil being too soft.

There is some mulch missing.

Tree Trimming – need to finish a few trees, but it is almost done.

Fertilization was sprayed a few weeks back, with granular being done soon.

Mr. Crary brought up concerns of resident where damaged plants were replaced. The Board suggested staggering plants on two rows for a fuller coverage.

On MOTION by Mr. Rodriguez, seconded by Ms. Incandela, with all in favor, unanimous approval was given to a not-to-exceed limit of \$1,600.00 to replace valves.

On MOTION by Mr. Peters, seconded by Mr. Rodriguez, with all in favor, unanimous approval was given to a not-to-exceed limit of \$3,000.00 to perform a cutback on wetlands.

A house at 3621 Kariba Court is encroaching on District property with their fence, making it hard for landscapers to get through. A discussion ensued.

C. Magnosec

There are incidents with people jumping the fence. The Police have been contacted.

A resident brought ten guests to the pool, and they ended up breaking more rules. The officer was then accused of videoing the people in the pool, however, he was not. The police were called, and no other action was taken.

Magnosec asked about the agreement that was presented to the Board at the last meeting. This agreement with an increase, was approved so Magnosec will bill back retroactively to the

date of approval.

Ms. Incandela inquired about the CPR training class owed to the District.

C. Envera

The S.O.S was replaced.

Lights were replaced on the barrier arm of the gate.

A concern of main gate, it's lacking a green button. Can we add green tape or sticker around it? Ms. Lyons will check into this.

A new kiosk is expected within the next two weeks.

FIFTH ORDER OF BUSINESS

HOA Liaison

Mr. Crary raised the issue of the hole on Star Grass Circle. Mr. Glasscock reached out to some paving companies, but could not find a company available at this time.

Mr. Glasscock advised there is some underlying issue, and it may likely be a big project.

Mr. Glasscock advised responsibility could be TWA, and he will negotiate with contractors.

On MOTION by Mr. Crary, seconded by Ms. Incandela, with all in favor, unanimous approval was given to a not-to-exceed amount of \$60,000.00 for repair of the hole at 2669 Star Grass Circle.

SIXTH ORDER OF BUSINESS

Field Management Reports

A. Field Report

Sump Pump in well needs repair. Mr. Blanco is still waiting for proposals

Air Conditioner unit in the gym needs repair. Vendor did trouble shooting, and the issue is with the fan motor. The cost for repair is \$900.00.

Ms. Incandela asked the status of Operations and Maintenance.

Mr. Mena advised the owner is open to repairing, and wanted the CDD to resolve any underlying issues. Mr. Glasscock advised the issue was already resolved and the contractor needs to repair.

B. Weekly Update Reports

C. Consideration of Pool Service Orlando and Techni-Color Pools Proposals

A discussion ensued around current pool services versus the need to change. The Board has requested Churchill Pools attend the next meeting in person.

SEVENTH ORDER OF BUSINESS**Public Hearing to Consider the Adoption of
Fiscal Year 2023 Budget and Imposing Special
Assessments**

On MOTION by Ms. Incandela, seconded by Mr. Crary, with all in favor, unanimous approval was given to open the public hearing for adopting the fiscal year 2023 budget.

A. Public Comments**B. Consideration of Resolution 2022-11, Adopting the Fiscal Year 2023 Budget**

Mr. Mena read Resolution 2022-11 into the record by title.

On MOTION by Mr. Crary, seconded by Ms. Incandela, with all in favor, unanimous approval was given to adopt Resolution 2022-11, adopting the fiscal year 2023 budget.

On MOTION by Mr. Rodrigues, seconded by Ms. Incandela, with all in favor, unanimous approval was given to close the public hearing for adopting the fiscal year 2023 budget.

EIGHTH ORDER OF BUSINESS**Public Hearing to Consider the Levying of
Operations and Maintenance Assessments for
Fiscal Year 2023**

On MOTION by Mr. Crary, seconded by Ms. Incandela, with all in favor, unanimous approval was given to open the public hearing to consider the levying of operations and maintenance assessments for fiscal year 2023.

A. Public Comments**B. Consideration of Resolution 2022-12, Imposing Special Assessments**

Mr. Mena read Resolution 2022-12 in the record by title.

On MOTION by Mr. Crary, seconded by Ms. Incandela, with all in favor, unanimous approval was given to adopt Resolution 2022-12, imposing special assessments.

On MOTION by Ms. Incandela, seconded by Mr. Rodrigues, with all in favor, unanimous approval was given to close the public hearing to consider the levying of operations and maintenance assessments for fiscal year 2023.

NINTH ORDER OF BUSINESS**Business Administration****A. Acceptance of Minutes of the Board of Supervisors Meeting May 10, 2022**

The minutes of the meeting on May 10, 2022 were stricken from the agenda.

On MOTION by Mr. Rodriguez, seconded by Ms. Singh, with all in favor, unanimous approval was given to strike the May 10, 2022 from the agenda.

B. Acceptance of Financial Statements for May 2022

On MOTION by Ms. Incandela, seconded by Mr. Rodriguez, with all in favor, unanimous approval was given to accept the financials for May 2022.

C. Approval of Check Register and Invoices for April - May 2022

On MOTION by Ms. Incandela, seconded by Mr. Crary, with all in favor, unanimous approval was given to approve the check register and invoices for April through May 2022.

Mr. Crary voiced concern about residents discarding debris on CDD property.

TENTH ORDER OF BUSINESS**Business Items****A. Ratification of Extension of Proposal Deadline for Request for Proposals for Roadway Resurfacing Project**

Seven contractors showed to the pre-bid meeting. Three contractors immediately dropped out and 1 requested additional time.

Mr. Mena spoke with Mr. Glasscock, Ms. Mackie and Mr. Rodriguez and all felt that extending the deadline was the best way to assure bids and moves the timeline for work expecting to be done after rainy season.

On MOTION by Mr. Rodriguez, seconded by Mr. Crary, with all in favor, unanimous approval was given to ratify the extension of proposal deadline for request for proposals for roadway resurfacing project.

Mr. Blanco is to fill a few holes in the roads.

B. Presentation of the Draft of Amenity Policies

The presentation of the draft of amenity policies was tabled to review at the next workshop.

The public hearing will be on the date of the September meeting.

C. Consideration of Resolution 2022-13, Records Retention

Resolution 2022-13, Records Retention was tabled.

ELEVENTH ORDER OF BUSINESS**Staff Reports****A. District Engineer**

No report given.

B. District Counsel

Ms. Mackie introduced Mr. Dugan as joining Kutak Rock and will be assisting with

Brighton Lakes

C. District Manager

A letter was previously sent to 3621 Kariba Court.


Direction to seek alternative meeting locations moving forward.

TWELFTH ORDER OF BUSINESS**Supervisors' Requests**

Mr. Crary stated he attended a County Commissioner's meeting about new "Ham Brown" CDD. It raised questions about this new District connecting to Brighton Lakes CDD water. Mr. Crary does not understand why Brighton Lakes has to pay \$4 million, while this neighboring CDD will have County Roads. A discussion ensued around the feasibility of turning roads over to the County. Mr. Glasscock and Ms. Mackie also gave their opinions.

THIRTEENTH ORDER OF BUSINESS**Adjournment**

The meeting was adjourned at 9:49 p.m.


Secretary

 
Chairman / Vice Chairman