

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, September 1, 2022, at 6:00 p.m. at Brighton Lakes Clubhouse, 4250
6 Brighton Lakes Boulevard, Kissimmee, Florida 34746.
7

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

14

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	Peter Glasscock	District Engineer
19	Freddy Blanco	Field Manager
20	Dennis Hisler	CDD Landscape & Maintenance Liaison
21	Residents and Members of the Public	

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

28 Mr. Mena called the meeting to order at 6:03 p.m.

29 Mr. Mena called the roll and indicated a quorum was present for the meeting.
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31 **SECOND ORDER OF BUSINESS** **Pledge of Allegiance**

32 The Pledge of Allegiance was recited.
33

34 **THIRD ORDER OF BUSINESS** **Public Comments**

35 Mr. Clesco, 4208 Sevan Way, stated he wants a welcome home sign at the entrance of the
36 District. This is his third request.

37 Mr. Peters wants the HOA sign, on CDD property, repaired. He would like to give the HOA
38 thirty days to repair or replace their sign, or have the license revoked. They can request additional
39 time, if needed for repair or replacement. Mr. Mena will draft a letter to send to the HOA.
40

41 **FOURTH ORDER OF BUSINESS** **Vendor Report**

42 **A. Envera**

43 Ms. Lyons stated there were two events since the workshop, and both are already resolved.
44 The kiosk signage will be replaced, however, there is no timeline yet. Ms. Lyons will try to
45 find a local company, so it does not take so long. A discussion ensued on the green button to
46 open the gate. The lights on the gate arm are sagging, Ms. Lyons will check into this.

Mr. Mena informed the Board the automatic Envera renewal has come. Mr. Mena will check into twelve months versus eighteen months and what the incentives are for the District to renew.

B. Sitex

The Hydrilla is still bad, so looking at a dye alternative. Mr. Crary distributed his own proposal for dye, which is a photosynthesis inhibitor and within 21 days will reach everything in the ponds. Pond 3 has been treated with dye and on Pond 4 sonar has been done to see which process will work. Evaluations will be done every two weeks.

There is an increase to the annual contract from \$23,400 to \$32,280, which is a 38% increase. This proposal was discussed and was tabled by the Board.

On MOTION by Ms. Incandela, seconded by Mr. Rodriguez, with all in favor, unanimous approval was given for Sitex to dye ponds 1 and 2 at an amount of \$325.00.

C. Magnosec

Magnosec has been asked to patrol the front entrance more often, the guards are sitting inside too much. A discussion ensued on how to provide discretion while also empowering them.

D. Bladerunner

The question arose, if Bladerunners should be maintaining behind Kariba Court. The County permit will be verified and reviewed to see if there is enforcement language.

There have been no issues with irrigation.

There will be treatment done to prevent fungus.

On MOTION by Mr. Crary, seconded by Ms. Incandela, with all in favor, unanimous approval was given to Bladerunners proposal #311 for Sod installation at Volta Circle entrance, at an amount of \$450.00.

On MOTION by Mr. Crary, seconded by Mr. Rodriguez, with all in favor, unanimous approval was given to Bladerunners proposal #312 for installation of 24 Viburnum near Sweetspire Circle, at an amount of \$816.00.

On MOTION by Mr. Crary, seconded by Mr. Rodriguez, with all in favor, unanimous approval was given to Bladerunners proposal #313 for installation of 10 Vo., at end of Kariba Court at an amount of \$340.00.

On MOTION by Mr. Crary, seconded by Mr. Rodriguez, with all in favor, unanimous approval was given to Bladerunners proposal #314 for installation of Azores by the guard shack, at an amount of \$352.00.

FIFTH ORDER OF BUSINESS**HOA Liaison**

Mr. Hisler corrected the address on the 2475 Huron Court letter Ms. Tucker's office is sending.

Reflectors are needed on the signs at the emergency gate. It was asked if wheels can be added to the gate to prevent sagging, and Inframark will install poles for locking the gate open.

Inframark will get pricing on upgraded reflective street signs.

For the paver update: finding insurance information for recouping money from them. It was asked if the District can work a temporary fix into the paving bid contract. This is already in the bid via alternative. A discussion ensued on how to temporarily fix the uneven pavers, to prevent residents from complaining about vehicle damage.

SIXTH ORDER OF BUSINESS**Field Management Reports****A. Field Report**

Mr. Blanco's report is included in the agenda package.

Mr. Blanco discussed #15, kiddie pool has a bubble in the bottom surface.

B. Weekly Updates**C. Proposals**

Bladerunners proposals were covered earlier in the meeting under Bladerunner.

SEVENTH ORDER OF BUSINESS**Business Administration****A. Acceptance of Minutes of the Board of Supervisors Meeting May 5, 2022, and July 7, 2022**

The minutes of the meeting on May 5, 2022, and July 7, 2022 were announced by Mr. Mena.

On MOTION by Mr. Crary, seconded by Mr. Peters, with all in favor, unanimous approval was given to accept the May 5, 2022 meeting minutes as amended.

On MOTION by Mr. Crary, seconded by Mr. Rodriguez, with all in favor, unanimous approval was given to accept the July 7, 2022 meeting minutes.

B. Acceptance of Financial Statements for July 2022

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

Mr. Crary stated tree trimming is really brush hogging. Mr. Mena stated that description will start with the new budget.

Mr. Crary questioned page 137, Check #691, Bladerunner is brush hogging the conservation area but is assigned to the R&M Common Area. Mr. Mena will check on this, it could be that the proper line was maxed out.

C. Approval of Check Register and Invoices

On MOTION by Mr. Rodriguez, seconded by Ms. Incandela, with all in favor, unanimous approval was given to approve the check register and invoices.

EIGHTH ORDER OF BUSINESS

Business Matters

On MOTION by Mr. Rodriguez, seconded by Ms. Incandela, with all in favor, unanimous approval was given to open the meeting of the Request for Proposals Evaluation Board.

Mr. Glasscock and Ms. Tucker reviewed the proposals received and did not find anything of concern. Ms. Tucker reviewed the criteria that was advertised for this request for proposals.

Mr. Glasscock noticed some curb repairs that need done, this was explained to the Board.

A. Consideration of Proposals Received in Response to District's Request for Proposals for Roadway Resurfacing Project (*Under Separate Cover*)

The Board discussed the proposals received for road resurfacing against the criteria. Based upon the evaluation, Middlesex Paving LLC will be awarded the project contract, with AAA Top Quality Asphalt coming in as the second.

On MOTION by Mr. Rodriguez, seconded by Ms. Incandela, with all in favor, unanimous approval was given to approve the evaluation criteria, and award the repaving construction project to Middlesex Paving LLC, at a not to exceed amount of \$3,133,150.00, and alternative #1 with direction to staff to obtain additional pricing from Middlesex Paving LLC on an additional alternative to replace the pavement in alternative #1 with reusing pavers in that area.

B. Presentation of Proposed Rules Relating to District Facilities

i. Consideration of Resolution 2022-14, Designating the Date, Time, and Place of a Public Hearing for the Purpose of Adopting Rules Relating to District Facilities and Rates

This item of business was tabled until the next meeting.

C. Approval of Fiscal Year 2023 Meeting Schedule

The Board would like to remove the December workshop and correct the September typographical error, after doing so, the schedule is then approved.

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

The storm drain repair will be done as soon as possible. There is very loud rushing in the storm drain at 2600 Maggiore Circle. It may be under the drain. Mr. Glasscock will keep watching this area.

The Star Grass Circle repair has a new proposal of \$52,500.

B. District Counsel

Ms. Mackie had nothing to report.

C. District Manager

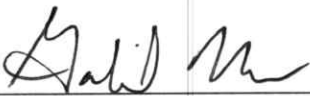
Mr. Mena had nothing to report.

TENTH ORDER OF BUSINESS**Supervisors' Requests**

There being no Supervisors' requests, the next order of business followed.

ELEVENTH ORDER OF BUSINESS**Adjournment**

The meeting was adjourned at 9:48 p.m.



Secretary

 11/3/22

Chairman / Vice Chairman