

MINUTES OF MEETING

BRIGHTON LAKES COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Brighton Lakes Community Development District was held Thursday, March 3, 2016, at 6:00 p.m. at the Brighton Lakes Recreation Center, 4250 Brighton Lakes Boulevard, Kissimmee, Florida.

Present and constituting a quorum were:

Michelle Incandela (<i>via telephone</i>)	Chairman
John Mastromarino	Vice Chairman
John McGrath	Assistant Secretary
Jennifer Palmer	Assistant Secretary
Dolores Pieters	Assistant Secretary

Also present were:

Gary L. Moyer	District Manager
Tucker Mackie (<i>via telephone</i>)	Attorney
Tom Murphy	Girard Environmental
Brian Smith	Severn Trent Services
Residents and members of the public	

This represents the context and summary of the meeting.

FIRST ORDER OF BUSINESS

Pledge of Allegiance

Mr. McGrath led the *Pledge of Allegiance*.

SECOND ORDER OF BUSINESS

Roll Call

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

Mr. Moyer called the roll, indicating a quorum was present for the meeting.

THIRD ORDER OF BUSINESS

Approval of the Minutes

A. December 15, 2015

Mr. Moyer reviewed the minutes and requested corrections, additions, or deletions.

On MOTION by Mr. Mastromarino, seconded by Mr. McGrath, with all in favor, unanimous approval was given to the minutes of the December 15, 2015, meeting.

B. January 7, 2016

Mr. Moyer reviewed the minutes and requested corrections, additions, or deletions.

On MOTION by Ms. Pieters, seconded by Mr. McGrath, with all in favor, unanimous approval was given to the minutes of the January 7, 2016, meeting.

FOURTH ORDER OF BUSINESS

Audience Comments

Ms. Donna Slack stated I have a question about the sign. They posted the sign by the pool. More than half of it is irrelevant to a community pool. I thought that they should have more important things like no smoking, no vulgar language, no loud music, and no alcoholic beverages.

Mr. Mastromarino stated that sign was supposed to go somewhere else.

Ms. Slack stated I am wondering if they sent the wrong one.

Mr. Smith stated we get a lot of signs from these folks. I think they put up the wrong sign. That should be a short-term sign.

Mr. McGrath stated I know that we were under the gun. It was a requirement to get a sign there. We will resolve that.

Ms. Slack stated the other thing I wondered is if they were making progress with the mushroom.

Mr. Smith stated the mushroom and the pool itself has some surface issues. They are working on that. There is something wrong with the timer. I will be out there to check on that. We need to take a look at the pool surface. We are trying to get back to the old company that did the work. There is no warranty anymore. The pool surface is still in good shape. I think it is getting old. It is the original construction. We will see if we can get that fixed.

Ms. Slack stated there are weeds behind our house. I emailed Mr. Smith about that, and he said that they are spraying. The last thing that I wondered about is the road surface, which in a lot of places is pretty much gone. People are not being careful.

Mr. Smith stated I obtained proposals for the front section and back section. The Board approved the front section.

Ms. Slack stated the front section is not that bad, but the back section is almost gone.

Mr. Smith stated I will present that proposal tonight and see if the Board wants to do that work.

Ms. Slack stated I thought they would have done the worst areas first and then gone back to the area that was not as bad.

Mr. Smith stated it is on the other side of the railroad tracks.

The record will reflect that Ms. Palmer joined the meeting.

Mr. Mastromarino asked are you talking about the weeds in the ponds?

Ms. Slack responded yes. They are moving into our yard.

Ms. Palmer asked are they coming out of the pond into the yard?

Mr. Smith responded it is beneficial to the pond. It is good to have, but it is taking over the entire backyard. They sprayed a portion of it, and it died.

Ms. Slack stated I had people asking me if we had a beaver dam.

Mr. Smith stated it needs to be handled. I will have Mr. Murphy provide a proposal.

Ms. Palmer asked are they going down there and taking care of it completely?

Mr. Smith responded no. We are probably going to remove half of it.

Mr. Joe Klusko stated I live on Sevan Way. Regarding the trash situation, it is never going to stop. Out of curiosity, how often do they come? Is it on a weekly, daily, or monthly basis, or do they come as needed? I do not see staff picking up trash. Regarding security, what time does the security guard leave at night? I suggest you put up a sign saying *Welcome Home. To keep our community beautiful, please do not litter.* I asked for one several times. I see young guys throwing out cups. I asked several years ago for a multi-purpose court. It costs a lot of money. I was told for almost two years that it was a possibility. I requested a horseshoe court in the front with two benches. You can put a horseshoe court there. Regarding liability, you have a basketball court. If someone is playing basketball and they throw a ball and it hits someone, there is liability. For the horseshoe court, all you need is to put a piece of PVC in the ground and drop the rebar in. We can use our own horseshoes. I took measurements and there is plenty of space. At the end of the day when we are finished, we can take out the PVC and take our horseshoes and leave. We can have two benches there and can place a couple of tires right along the edge. It is not going to cost much. Forget about the bocce courts.

Ms. Palmer asked are you suggesting that we give you the area and you bring your own horseshoes and other equipment?

Mr. Klusko responded exactly.

Ms. Palmer asked do you need two sand pits?

Mr. Klusko responded you do not even have to use sand pits. All you need are a couple of tires in the spot in the front. We have people walking in this community who will see people playing horseshoes.

Mr. Mastromarino asked where is this area?

Mr. Klusko responded behind the parking area. You can have two benches. You just need to put a stake in the ground with a couple of tires. There are trees, which in the summertime will provide shade.

Mr. Mastromarino asked Mr. Klusko, do you have any idea about the size of the space?

Mr. Klusko responded I measured 48 feet. There is plenty of space. All you have to do is cut a piece of rebar and place a few tires and two benches.

Mr. Smith stated a situation that we have in another community that seems to work is, a group will go through the HOA. For example, you have a horseshoe association. The horseshoe association gets their equipment, and the CDD provides them with a location. They install their equipment and they maintain it. The horseshoe association, soccer club, volleyball club, or any of these groups get together and have a group of people who are interested in doing this, and then the CDD provides the location. We can help maintain it and help them as much as we possibly can. If he can get a group of people and come to a meeting, I would be more than happy to help them. You can call me and we will get our guys out here to help them anyway we can and give them a location. Sometimes we get the idea and go through with the idea and then no one uses it, just like the parking lot. You can have an association or a group of people that are really into it, about 10 or 15 names. As a group, you can get the materials and we will help you.

Mr. Klusko stated so we would have to pay for it.

Mr. Smith stated if you get the equipment, we will go out there. Show us where you want to put it, and we will put it in. You maintain the horseshoes.

Mr. Klusko stated just like the basketball courts.

Ms. Palmer asked is he asking us to give them the area, clear the area, and give them a couple of benches so they are not sitting on the grass?

Mr. Smith responded yes.

Ms. Palmer stated then they will take care of it.

Ms. Incandela stated that sounds like a reasonable option to me.

Ms. Palmer asked what is the maintenance cost?

Mr. Smith responded we can probably use extra benches that we have out there and relocate them.

Ms. Palmer asked if the Board agrees, can we get you to coordinate this?

Mr. Smith responded yes. He just needs to give me a call and let me know where he wants it and we will put it in.

Ms. Palmer asked does anyone on the Board have an objection?

Mr. Mastromarino responded I do not have an objection, but I want to be clear about the cost to Mr. Klusko versus the CDD. I think we should provide a space and clear it out.

Mr. Klusko stated it is a minimal amount.

Ms. Palmer stated we are not providing the equipment.

Mr. Mastromarino stated correct.

Mr. Smith stated in other words, we will not maintain the horseshoes and the pipe.

Ms. Palmer asked does the PVC pipe stay?

Mr. Smith responded yes.

Mr. Mastromarino asked do we have to post a sign regarding liability?

Ms. Palmer responsibility we are not accepting liability.

Mr. Klusko stated I spoke to someone and we can get a screen for the score. We can put a door stop on a frame.

Mr. Smith stated we had a door stop on a frame, but it kept getting banged up. They took it down and tried something different.

Ms. Incandela stated I think the plan sounds good to me.

Mr. Klusko stated thank you.

Ms. Palmer asked what about the trash?

Mr. Murphy responded my crew is out here once a week picking up trash from the boulevards, beds, and in all parks.

Mr. Klusko stated people are throwing trash out of their car windows. They do not care about the community.

Mr. Murphy stated we clean the entire area, but by the time we are finished, there is more trash.

Mr. Klusko stated it is a no-win situation.

Ms. Incandela stated we can look at installing a *Welcome Home* sign, but the people being welcomed home are the ones throwing the trash out.

Mr. Klusko stated exactly but it might work. I am not saying that it will. If one out of five who throw their trash out stops because this is a beautiful sign welcoming them home, I think it would generate interest. If you do not want to do it, do not do it.

Ms. Palmer asked how do the guards clock in and out when they are leaving?

Mr. Smith responded I will find out from Mr. Paul McCartan.

Mr. Mastromarino stated they do not have a time clock.

Mr. Smith stated we do not have a time clock at the guardhouses. We only have a time clock here.

Ms. Palmer stated I thought I remembered that in the past, Mr. McCartan mentioned the guards had to call in and that was how they clocked in and out. Do you recall, Ms. Incandela?

Ms. Incandela asked what are we talking about?

Mr. Mastromarino responded about how the security guards at the gates clock in and out because their leave times appear to be regular.

Mr. Klusko stated I come home at 3:00 a.m., and no one was here. I am just curious.

Mr. Mastromarino asked Ms. Incandela, do you know what that process is?

Ms. Incandela responded I do not know.

Ms. Palmer asked Mr. Smith, can you contact Mr. McCartan?

Mr. Smith responded yes.

Ms. Palmer stated find out what the process is for him to verify what time his security guards clock in, since he is paying their salaries. Then he can respond in writing. If there is not a written procedure, then he is holding those people accountable. What is he going to do to correct that so we know that we are actually paying for services being rendered?

Ms. Slack stated they need to give you a report saying if a guard left early or did not come in.

Ms. Pieters stated what I have found sometimes when I have to go pick up my grandchildren that the security guard is not there and the gate is open. That is not 3:30 a.m. but more like 2:00 p.m.

Mr. McGrath stated that is what they do when they take a bathroom break.

Mr. Klusko stated you need to make sure because they move the arrow from one side to the other. I come home at 3:13 a.m., and the arrow is moved over, the gate is open, and the lights are out.

Ms. Palmer stated we are going to ask for those procedures, but I will ask you for a favor. If you see that at 3:00 a.m., send an email to somebody.

Mr. Klusko stated I am not going to send an email at 3:00 a.m.

Ms. Palmer stated you can send it the next day letting us know. We need to find out what Mr. McCartan's procedures are because he needs to have accountability.

FIFTH ORDER OF BUSINESS

Vendor/Contractor/Third-Party Items

A. Landscape Maintenance – Girard Environmental

Mr. Murphy stated I wanted to give you a quick recap of what we have been doing over the last two months. In January, we fertilized and performed weed control on the St. Augustine and Bahia throughout the community. Ant control is ongoing. You are scheduled again for another turf and weed fertilization in March. The yellowing in the grass right now is frost damage. It is not detrimental to our turf right now. Our oleander cutback has been successfully completed as of this past Wednesday. We finished up all of Brighton Lakes Boulevard. They started pruning the small crepe myrtles around the building here. They will be working on the larger crepe myrtles starting next week.

Ms. Palmer asked are they pruning those and not trimming?

Mr. Murphy responded right.

Ms. Palmer stated great.

Mr. Murphy stated Mr. Smith and I discussed it last year and after the last meeting. The larger trees in front are trees. You do not top trees. We will cut a few branches and cut all the blooms. As far as all the hat-racking, it should not be done anymore.

Ms. Palmer stated good.

Mr. Murphy stated like we have in Celebration, we have front loaders. You have to control the height. What you have here are street trees that need to be treated like trees. We are going to thin them. That way you have a nice, even tree.

Mr. Mastromarino stated I have a couple of items. I noticed that you cut the oleanders. I noticed yesterday that as you leave the community, if you take a right and continue down Pleasant Hill Road, when you look at the oleanders going down Pleasant Hill Road, some of them are pretty sparse. Is that something that you guys are keeping an eye on and apprise us if you need to replace them?

Mr. Murphy responded what we want to do and we discussed with Mr. Smith is getting everything to one height and one level right now. Last year, the Pleasant Hill section were topped and cut back. We will reevaluate the missing areas.

Mr. Mastromarino stated we can do that through the summer.

Mr. Murphy stated yes.

Mr. Mastromarino stated the other thing I noticed is that you trimmed the roses back rather drastically, which is okay for roses, but these may not come back. Will you apprise us if they need to be replaced?

Mr. Murphy responded yes. We were a little late on cutting them back. We generally do Lennar's roses in November, but I cut mine at my house year round. They do come back very well. I had some organic fertilizer put on them last week. With the warmer temperatures, the ones at my house are flushing new growth. I live out in the woods, where it is slightly colder than here. We were slightly behind, but I think they will be fine.

Mr. Mastromarino stated okay, good.

Mr. McGrath stated one of Mr. Smith's reports indicates that we have an environmental report that we were waiting from you. Is that something that we received yet, Mr. Smith? I think it is in your report. While you are looking for that, as you know that we have business signs that are put mainly on Brighton Lakes Boulevard that were driven into the grass by two metal posts. Our policy is, that is CDD property, and no signs belong there. I have to believe that it affects your ability to mow and do anything and everything. My thought is that it is property that has been abandoned. When I see one, I take it out of the ground. Unless somebody else has any problem, I hope you or your guys if they come upon it to just remove them and throw them away. Do not put them back because none of that is authorized.

Mr. Murphy asked are you talking about *For Sale* signs?

Mr. McGrath responded I had in mind *Do Your Taxes* signs or *Open House* signs. Historically, *Open House* signs are something that have been allowed over the weekend.

Mr. Smith stated you have my report but Girard's report will be in the next agenda package. The recording secretary did not have their current one for this month. As you can see, we have the report for November and December rather than January and February. She did not have that, and this agenda package had to go out. She will probably send that to you under separate cover.

Mr. McGrath stated very good.

Mr. Murphy stated I have two more items. I know that we talked about sod replacements in the past. We are approaching spring, and we talked about some areas of groundcover. I spent some time this week measuring and remapping some of the areas. We are down to 19,583 square feet. The areas that we talked about adding groundcover

were by the guardhouse. We talked about the bullnoses on Brighton Lakes Boulevard. They will come back really nice and strong. We will see what happens. I am going to distribute detailed maps showing the square footages. This is for your perusal, discussion, and consideration. You will see where we have the juniper beds. I suggest that you may want to consider removing those and putting some type of lower profile groundcover or perennials. You may want to have something brighter on Brighton Lakes Boulevard.

Mr. McGrath stated it should be Florida friendly.

Mr. Murphy stated yes.

Mr. Mastromarino asked do you have the total cost?

Mr. Murphy responded the total square footage is on the front cover page. I need to contact the sod company for a price. Girard will do all of the removals. I would say it ranges anywhere from \$.20 to \$.30 per square foot. I would budget for \$.30 to be on the safe side.

Ms. Palmer asked is it 19,583 square feet times \$.30 per square foot plus \$7,800?

Mr. Murphy responded \$7,800 is for the groundcover. We tried to give you the best price. The sod replacement is \$18 per square foot times \$7,800.

Ms. Palmer stated I would say \$6,000 on the high end and then another \$8,000 on the high end to do the groundcover and all of the sod.

Mr. Mastromarino asked when you looked at the areas to be replaced, are we in good shape in terms of the irrigation?

Mr. Murphy responded yes. That is why some areas have recovered as well as the bullnoses. We added some sod in some areas. I spoke to an employee who was trained by Mr. Russ Simmons. He knows the irrigation system.

Ms. Palmer stated Mr. Smith, we are very happy with the landscaping. Are we in good shape budget wise?

Mr. Smith responded yes. We are in good shape as far as where we are this year. Up to this point this year, in total we are about \$17,000 to the good.

Mr. McGrath stated any time that we can move groundcover in and get the turf or something else out, I am all for that.

Mr. Murphy stated there are some areas that I highlighted for turf that we could consider groundcover on the back side of sidewalks to stabilize beds. I try to be

cognizant with your money. I know that sod would work in those areas, but you could consider groundcover also.

Mr. McGrath asked is it fair to say that irrigation is far less of an issue with groundcover than it would be with sod?

Mr. Murphy responded once it is established, yes. We have areas in Celebration that are growing well. Some areas were trampled, but they are still doing okay. There are all kinds of groundcovers available. You have to look at each area.

Mr. Mastromarino asked Mr. Smith, did you receive a copy of this?

Mr. Smith responded yes.

Mr. Mastromarino asked in looking at this, in past history, are they areas that we replaced?

Mr. Smith responded not any time recently.

Mr. Mastromarino stated as I look at the illustration, the last page specifically, most of that would need to be replaced. Would it make sense because they are stand-alone areas to replace that with Bahia as opposed to St. Augustine?

Mr. Smith responded there is St. Augustine. The only place that we did replace them, quite regularly is that small strip leading up to the bridge.

Mr. Mastromarino stated I know.

Mr. Smith stated that is St. Augustine. Putting in Bahia is the same.

Mr. Mastromarino stated you would not be. There are stand-alone areas. Would it make sense to replace the entire island with Bahia?

Mr. Murphy responded some areas with Bahia are very nice. It will be less expensive.

Ms. Palmer stated my feeling is, as residents are coming through and seeing the areas and people are shopping in that area, you are going to hear about it.

Mr. Smith stated we might be able to put Bahia at the guardhouse.

Mr. McGrath stated that is a good idea because everyone stops there.

Mr. Smith stated if it is stacked back in the corner somewhere off the main drag, I agree. If it is along the sidewalk, yes. If it is between the sidewalk and curb, it is fine as long as it is not in a narrow area. If I go downtown and drive through the brick pavers, there is sod all along there, which looks good.

Mr. Moyer stated I am comfortable that there is enough money in what Mr. Smith has saved and what is in the administrative budget.

Mr. Mastromarino stated we can hold off on those areas now and budget for them. The sod is not going to be in, so we should be doing it in the next month or two.

Mr. McGrath stated I agree.

Mr. Mastromarino asked is it \$5,300 plus \$.30 per square foot times 19,000 square feet?

Mr. Smith responded no, it is \$.30 times 1,700.

Ms. Palmer asked is it 19,583 square feet times \$.30 per square foot equals \$5,400 for sod?

Mr. Smith stated plus \$7,800 for the ground cover for a total of \$13,000.

Ms. Palmer made a MOTION to approve the sod replacements, as discussed, in the amount of \$13,200.
Mr. Mastromarino seconded the motion.

Ms. Pieters asked what are we doing?

Ms. Palmer responded we are replacing the sod in one area with groundcover but not the junipers for \$13,000.

Mr. Mastromarino asked do we want to set a limit of \$14,000?

Ms. Palmer responded \$13,200 is appropriate.

Mr. Murphy stated Girard will be doing all removals and billing the District for the groundcover. I request that the Board bill directly through the contractor.

Mr. Smith stated we need a proposal from them.

Mr. Mastromarino asked what about the installation? Will the contractor handle that?

Mr. Murphy responded yes.

Upon VOICE VOTE, with all in favor, unanimous approval was given to the sod replacements, as discussed, in the amount of \$13,200.

Mr. Murphy stated I have a proposal for the additional mulching. You wanted a secondary touch-up to consider at the May meeting.

B. Security – Keep Safe Security

Mr. Mastromarino asked do we have a report from Keep Safe Security?

Mr. Smith responded I have not received anything from them. Mr. McCartan has been sick for a couple of weeks.

Ms. Palmer asked what is wrong?

Mr. Smith responded I do not know. It is not good.

Ms. Palmer asked who is in charge temporarily?

Mr. Smith responded Ms. Diana Alvez-Martins has been talking to someone. I just recently found out. Let me find out what is going on. Ms. Alvez-Martins has been out all week sick.

SIXTH ORDER OF BUSINESS

District Manager's Report

A. Financial Statements

Mr. Moyer reviewed the financial statements as contained in the agenda package, which are available for public review at the District office during normal business hours.

Mr. Moyer stated we are through one-third of our fiscal year already. We are 91% collected on our non-ad valorem assessments, which is in the range that we expect. On the expenditure side, the administrative expenses are a little over \$1,800 over budget. Keep in mind that because we collected more assessments, we paid more in collection fees.

Mr. McGrath asked is that an unfavorable variance?

Mr. Moyer responded yes.

Mr. Mastromarino stated we are negative \$65,018. Will we recoup that throughout the year?

Mr. Moyer responded yes, we budgeted that. We know what those numbers are, but when you look at the year-to-date budget, we collect all of our money shortly.

Mr. Mastromarino stated so we will catch up.

Mr. Moyer stated yes. We will not be over budget. All of Mr. Smith's items are under budget.

Ms. Palmer stated thank you, Mr. Smith.

Mr. McGrath stated you should take the credit for having a lower electric bill. Thank you very much. On page 61, our non-ad valorem assessments are 119%.

Mr. Moyer asked are you talking about the debt service budget?

Mr. McGrath responded yes.

Mr. McGrath stated it still should not be any more than 100%. Should it? I do not understand why if we have an additional \$19,000 on that other bond that it would not be reduced on the other side.

Mr. Moyer stated keep in mind, we levied before we did the refinancing.

Mr. McGrath stated which we levied at 100%.

Mr. Moyer stated that is correct. What you show there is the full debt service before we did the refinancing, for which we saved 17%.

Mr. Mastromarino stated on page 10, our checking account balance shows \$1,067,492. Are we required by law to keep that much in that account?

Mr. Moyer responded at this time of year, when we receive monies from the tax collector, those monies are invested or put into money markets within a reasonable period of time but as of January 31. This happened in a couple of other Districts in Osceola County. They must have received that money at the end of the month and then did not get it posted by the end of the month. I will give you a report on that, but I am sure that the vast majority of that money has been invested.

Mr. Mastromarino stated so the next time we meet, it will be at the standard number.

Mr. Moyer stated yes.

B. Check Register and Invoices

Mr. Moyer reviewed the check register as contained in the agenda package, which is available for public review at the District office during normal business hours.

Mr. McGrath stated for Access Control Technologies in the past two months, we spent almost \$1,000 on replacing shear pins that is \$5,000 per year. The Board, Severn Trent, and all the contractors involved need to do something. Every time a resident drives by and the gates are clearly broken, every single car that drives by sees that and says it is broken again and asks why we do not fix them? We need to do something that we have not been doing. Have any of you folks tried to go through the gate at Kariba and Volta after the gates are down? I attempted to do it, and we put up a sign, which was good, as it had instructions but we need lighting. I have a difficult time seeing the instructions. I am sure that you can see it during the day. It says if you want to get in to contact the guard. I picked up my cell phone and called the guard.

Mr. Smith stated you do that on the keypad.

Mr. McGrath asked how would I know that?

Mr. Smith responded when you bring it up on the keypad, it gives you the number for the guard, and the phone goes directly to the guard.

Mr. McGrath stated I am telling you my experience.

Ms. Palmer stated Mr. McGrath is saying that he did not know that the guard number was in that keypad.

Mr. Smith stated it says it on the sign. It says to call the guard from the keypad.

Mr. McGrath stated maybe I should have known. I called the guard on my cell phone. The guard answered and said I cannot call me on the cell phone but through the keypad, so I went back and, incorrectly, I started putting in the phone number on the keypad because that is what it says in the instructions.

Mr. Smith stated you need to scroll down to the guard.

Mr. McGrath stated the more complicated it is, the less likely that somebody is going to read it.

Mr. Smith stated I have some suggestions and solutions.

Mr. McGrath stated good. I would say that we need to post another sign at both gates indicating that you are on camera and if someone intentionally damages the gate, it may result in arrest or fines or whatever our attorney indicates. If it is going to cost us \$5,000 a year, we can certainly take some of that money and spend it to maybe reduce the problem. We need better lighting so people can read the sign. The challenge is keeping the sign short.

Ms. Palmer asked can we make it easier if we just put the number on the sign?

Mr. Smith responded we need to change the sign.

Ms. Palmer stated we are looking at adding lighting. The sign should be bigger and give better instructions.

Mr. Smith stated we will put the number on the sign.

Mr. McGrath stated I was not trying to be cute. I was trying to get in and find out how the system worked. Maybe they are residents who did not get their card who want to get in but do not know how to get in. I like simple.

Ms. Palmer stated I have not used that system in years.

Mr. McGrath stated if I went there as a new resident and said that I wanted to get in and it tells you to hit this number to get in, maybe it would help, as it might be more expensive if I break the sign. Part of this is going to require us to get cameras so if someone is damaging the gate, we have a way of discovering who that is. If we have a license plate, I would be happy to try and contact our sheriff's department to see if we can determine the owner. To my knowledge, we have never fined anybody.

Mr. Smith stated we have.

Mr. McGrath stated my goal is not to fine people but to try to resolve this and make it easier to follow the system. That is what I think.

Ms. Pieters stated so what you are suggesting is a sign saying to do all of those things.

Mr. McGrath stated no. A sign that says if you damage our private property, we will catch you and either you will have to deal with the sheriff or we will fine you. If it is somebody who does not live here but is going to someone's home, I do not know how we resolve that.

Mr. Smith stated it is difficult because they can say that they were not driving the car.

Ms. Palmer stated I think the first thing that we should try is to make the sign easier to follow and simply say for entry, what number to dial.

Mr. McGrath stated it is simpler. Some people will not take the time to get out of their car.

Ms. Palmer stated I think that is the simplest thing.

Mr. Mastromarino stated we should have better illumination.

Mr. McGrath stated I went out at 10:00 p.m. or 11:00 p.m., trying to read the sign and keypad. I used the light on my cell phone to illuminate the area.

Mr. Moyer stated the keypad is lit.

Mr. McGrath stated the area may be lit and when you touch a key, the keypad does illuminate; however, the information on how to operate it is glued to a stainless steel post. In my case, I looked and I could not easily see it.

Ms. Palmer asked are you going to put the number on there?

Mr. Smith responded yes.

Ms. Palmer stated we will see what we can do about the lighting. Maybe you can stop there on the way out.

Mr. McGrath stated on page 69, we spent \$1,560 to install a street sign by the Beautiful Mailbox Company. If I understand, they also came out and installed a post and the sign.

Mr. Smith stated they installed the pole and the sign.

Mr. McGrath stated and an additional sign. Had we used them before?

Mr. Smith responded yes. Generally, we go to them and pick out a sign and install it.

On MOTION by Mr. McGrath, seconded by Mr. Mastromarino, with all in favor, unanimous approval was given to the check register and invoices, as presented.

Mr. Mastromarino stated you changed your offices in Celebration. Have you made those changes on our website?

Mr. Moyer responded I will check.

Mr. McGrath stated the phone number did not change.

A resident asked what about key cards?

Mr. Smith responded all of the cards are processed in Celebration. It is not the same location in Celebration, just a different location.

Mr. Moyer stated it is behind the library. The library is on Campus Street. When you come in from downtown, you get on Celebration Place. Then you head to Campus Street, and it is right there at Celebration Place and Campus Street.

Mr. Smith stated come into the maintenance building and say hello. We will give you a tour. It is really nice.

C. Discussion of Bond Refinancing

This item not being discussed, the next item followed.

D. Discussion of General Election

Mr. Moyer stated we are required to enter into the public record the fact that this Board will have an election in 2016 on November 8 when everyone else goes to the polls for the general election. Our Supervisors run for office just as if you were a County Commissioners or City Councilmen. Anyone who is interested in running for the CDD Board needs to qualify in one of two ways. One is by presenting 25 petitions that you get your neighbors to sign, and there is a form that the supervisor of elections has for that purpose. Those need to be submitted by May 23, 2016. The other way of qualifying is to go down between June 20, 2016, at noon and June 24, 2016, at noon and pay a filing fee of \$25 and subscribe to a candidate's oath of office. May is coming up, so anyone who wants to qualify by petition needs to get out and do that, or go pay the \$25 between June 20 and June 24.

E. Consideration of Resolution 2016-03 Confirming the District's Use of the Osceola County Supervisor of Elections to Conduct the District's Election of Supervisors in Conjunction with the General Election

Mr. Moyer read Resolution 2016-03 into the record by title.

Mr. Moyer stated this Resolution places the supervisor of elections on notice that we intend to use her services for purposes of conducting this election so that our candidates appear on the normal general election ballot. Two seats are up for election this November: Mr. McGrath in Seat 4, and Ms. Palmer in Seat 5.

On MOTION by Ms. Palmer, seconded by Ms. Pieters, with all in favor, unanimous approval was given to Resolution 2016-03, confirming the District's use of the Osceola County supervisor of elections to conduct the District's election of Supervisors in conjunction with the general election.

F. Acceptance of Audit for Fiscal Year 2015

Mr. Moyer stated the auditor provided his opinion on page 2, which states, "The financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2015, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America." That is referred to as a clean audit opinion. There are no exceptions that the auditor found when he went through the books and records that we provided to him as of September 30, 2015. The District is in very good financial position. The reports in the back of the audit indicate that there are no exceptions that the auditor found or made recommendations for internal controls. They were fine with the internal controls we have. There is a section on compliance with bond covenants, rules, laws, ordinances, and things of that nature, and they did not find anything that would indicate that we are not in full compliance with all those requirements. They had no recommendations to make on our accounting. I think it is noteworthy to mention what a wonderful job of stewardship that this Board presently and in the past has done in terms of managing the funds of this CDD for the benefit of the residents.

On MOTION by Ms. McGrath, seconded by Ms. Pieters, with all in favor, unanimous approval was given to accept the audited financial statements for fiscal year 2015 and to authorize its filing with the appropriate State agencies.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

There being nothing to report, the next item followed.

B. Engineer

There being nothing to report, the next item followed.

C. Field Operations

i. Field Management Report

Mr. Smith reviewed the field management report as contained in the agenda package, which is available for public review at the District office during normal business hours.

Mr. Smith stated we still have flooding on Sweetspire from the last rain. Mr. Simmons has contacted the engineer to get him out there to see what the problem is. We vacuumed out the storm drains, and they had some sand in there. We did not find any heavy debris, so we are not sure what is going on. There has been so much rain, and all the drains are getting clogged in that section. We are going to have the engineer come out and take a look. Because of the issues at the Kariba and Volta gates, I obtained information for a kiosk, which I am distributing to you for your information, so you can review it. This is for a virtual gate. You do not have a guard. You have a kiosk, and people approach the kiosk. We have one at VillaSol, so you can go and check it out.

Mr. McGrath asked how long have you had it out there?

Mr. Moyer responded about a year.

Mr. Smith stated you have guests coming on the guest side, which would be where the guard is. They would go to a kiosk, and there is actually a guard looking at them.

Mr. McGrath asked from the main guardhouse?

Mr. Smith responded yes. That person would talk to them and let them in. On the resident side, the resident would use a sticker to gain access. This system is more advanced than we had before. This is more state-of-the-art. The camera works a lot better. I am having unbelievable problems with ACT. Every time they come out here, something else is broken. They are breaking something while they are here. I have been asking the company to meet me because I met them once out here and they did not resolve the issue. The cameras kept going down, and Ms. Alvez-Martins was not able to see them. They fixed them but then a week later they were down again. That has been an issue for us.

Mr. Mastromarino stated there must be other vendors than ACT that can hopefully use our equipment. Is that something worth exploring?

Mr. Smith responded I asked them. That is for the commercial gate. The virtual guard is for the guest side of Volta and Kariba. We can look at these. If we have the virtual guard, the cost is approximately \$61,000 per year for their services.

Ms. Palmer stated but you are eliminating the security guard.

Mr. Smith stated yes. The cost for a security guard is \$62,000, so you are saving \$1,000 and getting a more complete system.

Mr. Mastromarino asked would that application also cover Volta and Kariba?

Mr. Smith responded yes. It covers all of the gates.

Ms. Palmer asked what happens if a monitor goes down at our virtual gate, and it is the weekend at 2:00 a.m.? I am assuming that there is a video screen. Are you saying that someone interacts with them?

Mr. Smith responded yes. They cannot see the guard. The guard sees them. If it is 2:00 a.m., the guard will come out.

Ms. Palmer asked if a monitor goes down and it is 2:00 a.m. on a Saturday, what happens? Does the gate automatically go up?

Mr. Smith responded yes. They would open the gate. For example, if someone damaged the gate, the monitoring company would send us a report. It would have a picture of the car. Currently, we have to run through footage from the cameras. Of course, the guard is sitting there watching what is going on. The other night down at the pool, we had some kids go into the pool area and smoke marijuana. The guard saw them because we have cameras there. They also have a speaker so they can talk to them.

Mr. McGrath asked is this at VillaSol?

Mr. Smith responded yes. They called the sheriff. The kids were sitting in the pool area, and all of a sudden they were surrounded by the sheriff. They caught the kids and charged them with trespassing. The system works a lot better than what we currently have. There seems to be more control.

Ms. Palmer stated we had a rulemaking session with the County, and the County is restricting access.

Mr. Moyer stated before we installed the system at VillaSol, we met with the County administrator and County attorney, and they are fine with it.

Ms. Palmer stated I am afraid of potential lawsuits. Before we consider a virtual system, I want to see something in writing from the County.

Mr. Smith stated the guard would not permit access, unless the person says these are public roads and he is permitted access. Then the guard would let them in, but until that point, they would not get in. The County is okay with it.

Ms. Palmer stated my point is that the County is so restrictive on what we do right now.

Mr. Moyer stated those folks are not with the County anymore.

Ms. Palmer stated I would love to look at something like this because I think that home owners wants something more restricted.

Mr. McGrath stated they want to get more for their money.

Ms. Palmer stated exactly. We can maybe extend hours and do different things with the cost savings. The \$60,000 is for a virtual guard 12 hours per day.

Mr. Smith stated this is for 12 hours per day.

Ms. Palmer stated that is more than we have right now.

Mr. Smith stated yes. If you go to 24 hours, the price increases.

Ms. Palmer stated I understand that. I am just saying that for \$60,000, we are getting more hours than we are right now.

Mr. Smith stated VillaSol has a 24-hour virtual guard.

Mr. Moyer stated VillaSol is paying \$60,000.

Mr. Smith stated it is \$67,000.

Ms. Palmer stated I would ask for a couple of things. I want to see something from the County showing that they are okay with us proceeding with this. I want to see a proposal for a 24-hour virtual guard and see what the price difference is. If we can tell the community that we are going with 24-hour security for the same price as what we are currently doing, that adds value and makes it a valuable option.

Mr. Smith stated I can invite the contractor to the next meeting.

Mr. McGrath stated good idea.

Mr. Smith stated the other proposal is just for Volta and Kariba. It is not a virtual guard. It is for all new cameras. We can take the money that we save and ask Mr. McCartan to increase security and see if the HOA is willing to contribute.

Mr. McGrath stated I think what we need to do first is to send a letter to the County indicating what we are doing and that the intent is not to restrict access. It could cause additional lines, but they are going to be manageable.

Ms. Palmer stated I would love to approach them first and say that we want the same thing as VillaSol. If we can restrict, even though this is a public road, that is the *crème de la crème*. If they agree to that in writing, we can have the contractor make a presentation at the next meeting.

Mr. Smith stated you have to consider, for example on the resident side, we have two gates. One gate opens, the driver goes through, the gate closes, and then the other one opens. That creates some backup on the home owner's side. We still get damages. What I am finding is that I get a picture and Ms. Alvez-Martins does not have to go back trying to find pictures. Half the time, the cameras are down.

Ms. Palmer asked can you also show us the cost for repair for the past year for VillaSol?

Mr. Smith responded yes. I am still trying to bill these people. When you calculate attorney's costs and our costs, you will create a huge cost. You cannot suspend their license. If they live outside of the project and they are in New York or somewhere, you cannot do anything.

Ms. Palmer stated our guard costs are going down but we still have some repair costs.

Mr. Smith stated repairs are similar to what we are paying now. Oftentimes, they are posted on one bill; however, some of the damages are caused by the developer's contractors. We have been able to collect some.

Mr. McGrath asked are we using their equipment or our equipment?

Mr. Smith responded it a 16-month lease of the equipment. Eventually, you will own it. What we pay is for the virtual guard service.

Mr. McGrath stated we have to look at the maintenance cost.

Ms. Palmer stated it is nominal.

Mr. Mastromarino stated if I am reading this correctly, the cost of the equipment and the monthly monitoring fee is \$57,000. Is that correct?

Mr. Smith responded no. I think it is \$61,000 for the main guardhouse, Kariba, and Volta, but you do not have a virtual guard at Volta and Kariba. They have similar access.

Ms. Palmer stated we can install a monitoring sign.

Mr. Smith stated we will put up a sign. There will be a lot of signs.

Mr. Mastromarino asked what about access for emergency vehicles?

Mr. Smith responded if they hit their siren, the guard will open the gate.

Mr. Moyer asked when you are out there, can you take photographs of the gates?
There are a lot of gates.

Mr. McGrath stated all of the gates have double arms.

Mr. Smith stated we even have gates on the exit side.

Ms. Palmer stated I like that.

Mr. McGrath stated that slows everyone down leaving the community.

Ms. Palmer stated that is a good thing.

Mr. McGrath stated during rush hour, they speed to make the traffic light.

Ms. Palmer stated no. The traffic light is far enough away that they cannot see the traffic light.

Mr. Moyer stated I am surprised how much this particular community, VillaSol, loves this virtual guard. We do not get complaints from residents. They love it.

Mr. Smith stated we received a disturbing email from Mr. Gerry Frawley. I do not know if the Board saw it. It said that we were not doing this and were not doing that. I showed it to some of my employees, and they laughed at first and then got mad. Some of the things that we do out here, I need to start billing for. It is getting out of control, and that comment makes me want to bill. For the sidewalk, I have a proposal for replacing the concrete on a sidewalk. I want to get it done quicker.

Mr. McGrath asked is it for the south side where it has risen up?

Mr. Smith responded yes.

Mr. McGrath stated if one person trips and falls, it is going to be more expensive.

Ms. Palmer stated I want to go on the record about this because we had this conversation before. I am sorry. When you start having to bill us for things that you do outside of our contract, certain people will start to see the value of what you are doing. As a home owner, it hurts me because I think that people are going to start seeing what you charge us and not charge us for.

Mr. Smith stated these are our labor rates. For example, for one person for one month is \$2,500, which is \$30,000 per year. This is a typical month for this person. Our contract is \$30,000 per year.

Mr. Moyer stated so you lose a little but you make it up.

Mr. McGrath stated the nature of our business is the vast majority of the people that we never hear from. Whether they are happy or unhappy with the workings of our government, we do not know. Some people are great at communicating and they are seeing things. There is a plus side because things get identified. We have to take everything with a grain of sand and we have to manage. I very much appreciate the job you do. I try to hold your feet to the fire every chance that I get.

Mr. Smith stated my concern is that I am not able to do things fast enough. When there has always been a complaint from you, I try to take care of it immediately because I want to do what you need. If you ask me to repair concrete, we proceed. I need to prioritize if the concrete work is more important than something else because I only have a certain number of people to put on the job.

Mr. McGrath stated we have benefitted greatly and I really appreciate it. I cannot argue.

Ms. Palmer stated it does get done.

Mr. McGrath stated we are a mature community.

Mr. Smith stated for example, Mr. Mastromarino was nice enough to go out and look all the street signs for us. He went out and looked at all of them and provided a three-page report of where repairs need to be completed. He is 50% done, but the cost will \$1,100 for those repairs.

Mr. McGrath asked is the shear pin problem at the Kariba and Volta gates something that I can fix?

Mr. Smith stated Mr. Mastromarino fixed it once. The day it happened was when Mr. Frawley came out and called Ms. Alvez-Martins, asking for the video. I think she went back and found the video, which just showed the arm up. That is when he wrote this nasty email to her. We generally come out and repair when we can. I am not going to tell her to spend four or five hours to go through a video trying to find someone who damaged the gates. From now on, we are going to charge.

Ms. Palmer asked is this a work authorization for \$540?

Mr. Smith responded yes.

Mr. Mastromarino asked is it where the walkway is?

Mr. McGrath responded yes. It has risen up and it is our property. It is a potential lawsuit.

Mr. Smith stated that is not our call. It is the County's responsibility. The sidewalk that we are repairing is within the right-of-way of the County, but they will not repair it.

Ms. Pieters asked what about the memorial out front?

Mr. Smith responded that is County property. I provided a proposal from Fausnight for striping. The Pleasant Hill striping has been complete, but the striping from Sevan Way to Sweetspire Circle is \$9,950.

Mr. Mastromarino stated I recommend that we approve a not-to-exceed amount for the parking lot. The stripes have worn away.

Mr. Smith stated I estimate \$1,500.

Mr. Mastromarino asked do we agree to replace striping in the crosswalks?

Ms. Palmer responded I think we have to.

On MOTION by Ms. Palmer, seconded by Mr. McGrath, with all in favor, unanimous approval was given to the proposal from Fausnight for roadway striping from Sevan Way to Sweetspire Circle and the parking lot, in a not-to-exceed amount of \$12,000.

Mr. Moyer stated on the sidewalk, I request authorization for us to contact the County.

On MOTION by Ms. Palmer, seconded by Mr. McGrath, with all in favor except Mr. Mastromarino, approval was given to authorize staff to contact the County regarding the replacement of the sidewalk on south side where it has risen and if it takes more than 30 days, staff will replace the sidewalk.

Mr. Mastromarino stated I am opposed to this motion. I do not think 30 days is reasonable for the County to get back to you.

Ms. Palmer stated if something happens in the meantime, it is not worth the safety and well-being of our residents.

Mr. Mastromarino stated they would sue the County, not us.

Mr. Smith stated we have issues with the County all the time.

Mr. Moyer stated the County can come back to you and say that you must do this. Then we have to play hardball.

Mr. McGrath stated we do not have the cash.

Mr. Moyer stated that is exactly right.

Mr. Mastromarino stated we have Ms. Mackie on our side.

EIGHTH ORDER OF BUSINESS

Submitted Resident Questions and Audience Comments

There being none, the next order of business followed.

NINTH ORDER OF BUSINESS

Supervisor Requests and Comments

Ms. Palmer stated if anyone is coming by here in the afternoon hours, you will see kids. I stopped them the other day. They are going over the front wall into the bushes. If you watch, they are standing on top of the wall and jump right down into the bushes. Someone is going to break their neck and sue us. I have contacted the authorities.

Mr. Mastromarino stated the gate to the basketball court is not getting closed at night many times.

Ms. Pieters stated I see that the ponds were treated but the pond, as you go out, they do not look good.

Mr. Smith stated I noticed that. I will call the contractor.

Mr. McGrath stated Mr. Klusko was good enough to advise us that the property where the school was initially supposed to be is now being handled by a realtor. They are asking for \$1,800,000. When we first looking at it, it was \$82,000. Thanks for the update, Mr. Klusko.

Ms. Incandela stated I am concerned about the emails pertaining to Mr. Frawley and any other home owner. I spoke to Ms. Mackie last month because I think things have gotten beyond our control, and they have been for some time now. I can certainly appreciate the intentions of wanting to better our community. I think a lot of allowances have been made over the years, because you have an extremely involved home owner who has certainly done a lot of good for the community. I have seen a lot of emails that I consider to be verbally abusive, and I do not think they are appropriate or professional. They do not reflect the Board's feelings. I think the Board has made it clear time and time again, that we are more than satisfied with the work that this management company does, and we do not see the timeliness of an issue because we always realized the value that you have provided. We have opted for taking a little bit longer, knowing that you were providing us a courtesy in a lot of instances. It is a shame to see that go, but I do understand the reasoning behind it. The problem is that I do not see a solution unless the Board addresses it. I think the Board should bring this up at the next meeting and discuss it. I spoke to Ms. Mackie about the obligations of the Board in terms of responding to individual home owner's emails. I can see where anyone can potentially become out of control and send 55 emails a day. Do you want an obligation to respond? I think we have to take that into consideration. I see a lot of emails that are copied to every Board member. Because we cannot speak to one another, we have no idea which Board member is handling it. It is extremely inefficient. You are not addressing it to one person. You are just throwing it out there to 10 people to see who responds. You are pulling them away from their work. Quite honestly, I am concerned about the number of emails that I have seen going to Severn Trent. I see a lot of time wasted responding to emails when they can be out there doing work. They are not at the Board's request. I think this needs to be addressed at the next meeting. If there are solutions, that is what I was talking about streamlining it. Maybe those emails will come to us. I do not mind

being the person that they go to and the responses given at the next meeting. I do not think that it is Severn Trent's or the Board members' responsibility to continually respond on a daily basis or weekly basis or however frequently the requests come in. I think it should be handled at meetings, and there should be clear proper channels. There need to be guidelines in terms of professionalism.

Mr. McGrath asked Mr. Moyer, will you put that on the agenda for the next meeting?

Mr. Moyer responded yes, sir.

Mr. McGrath stated thank you, Ms. Incandela.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next order of business followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. McGrath, seconded by Ms. Pieters, with all in favor, the meeting adjourned at 7:30 p.m.

Gary L. Moyer, Secretary

Michelle Incandela, Chairman