

# 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 21, 2013, at 6:00 p.m. at the Brighton Lakes Recreation Center, 4250 Brighton Lakes Boulevard, Kissimmee, Florida.

Present were:

Michelle Incandela	Chairman
John McGrath	Assistant Secretary
Dolores Pieters	Assistant Secretary

Also present were:

Gary Moyer	District Manager
Brian Crumbaker ( <i>by phone</i> )	Attorney
Andrew Adkins	Austin Outdoor
Paul McCartan	Keep Safe Security
Brian Smith	Field Manager
Residents and members of the public	

*This represents the context and summary of the meeting.*

### FIRST ORDER OF BUSINESS

#### Call to Order and 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.

### SECOND ORDER OF BUSINESS

#### Pledge of Allegiance

Mr. McGrath led the *Pledge of Allegiance*.

### THIRD ORDER OF BUSINESS

#### Administrative Matters

##### A. Appointment of Supervisor for Seat 2

Mr. Moyer stated we received an email from Ms. Victoria Acevedo, expressing interest in serving on the Board. We were hopeful that Ms. Palmer would be present at the meeting so she could participate, but I will ask Ms. Acevedo to introduce herself to the Board.

Ms. Acevedo stated I am a domestic engineer. I have four grown children. I have served on the HOA Board for two or three years. I have been a foster parent in the community for about six years. I am interested in knowing more of what is going on in the community. I was very active when I first moved in, and it was very frustrating because we were switching builders, so then I backed off and got busy with my children as well as foster children. Now that my children have moved out and the foster kids are gone, I have more time to be involved. I need to be involved somehow, which started with foster kids. I am no longer doing that, so I have more time to give to the community.

Mr. McGrath stated I know Ms. Acevedo has some experience on the HOA Board. Do you have any other Board experience or any other financial experience as far as budgets?

Ms. Acevedo stated I have finance experience with my previous jobs. I worked in the cash office and dealt with over \$250,000 daily at JCPenney. I have an accounting degree and a master's degree in accounting. I started my MBA at FMU. My job started in accounts payable at Takeda Abbott Pharmaceuticals. I worked as a supervisor for a team of five, so I am used to big groups. I am willing to commit the time that is needed to serve. I run the wedding ministry at my church, and I coordinate weddings. I am also in the bereavement ministry.

Mr. McGrath stated I am familiar with her good work on the HOA, and I appreciate that. This is something we need to consider since we have an opening for another Board member. I wonder if anyone else wants to be considered. I think this would be an appropriate time. I do not mean to short-change Ms. Acevedo.

Ms. Pieters stated I am quite impressed with what she said. I would like to see more people apply for the position and see written résumés.

Mr. McGrath stated I agree.

Ms. Incandela stated I do not know if we can make a call for additional candidates at this point, in terms of reaching out.

Mr. Moyer stated since this was a vacancy created through the election process, we should find a replacement within 90 days. The law does not say what happens if you do not. Clearly, it does not invalidate the actions of the Board. Clearly, the direction is that the Board needs to move in a reasonable business fashion to get a replacement.

Mr. Joe Klusko asked how many positions do you have available?

Mr. Moyer stated one.

Ms. Incandela asked do you have an interest? Someone told me a gentleman was interested.

Mr. Klusko stated I was given the information some time ago, but I have not been able to decide.

Ms. Incandela stated I want to be sure we did not overlook it.

Mr. Klusko stated no.

Mr. McGrath asked does Mr. John Mastromarino have an interest?

Mr. Mastromarino stated yes, I have an interest, as well.

Mr. McGrath asked could Mr. Mastromarino tell us more about himself while we are here?

Mr. Moyer stated yes, it is your process.

Mr. Mastromarino stated I have lived here close to three years. I have attended most HOA meetings and crime watch meetings. I have not attended as many CDD meetings as I would like. I have a financial background in terms of management and fiscal responsibilities. I work with an annual budget of \$170 million. I was a senior network analyst, and one of my self-imposed goals was a \$3 million reduction annually. Prior to that, I had management experience in a variety of industries, including irrigation and landscape. One thing I like about the CDD Board from what I have seen and why I would like to be a part of it and why I think I would work well with the Board is you are pretty straight forward. You make solid business decisions, which I have experience doing. I have read the documents and read the contracts. There is no question that I would fit into what you do on this Board. I think I would be an asset to the community.

Mr. McGrath stated my biggest criterion is financial experience. Is that an area where you have had experience?

Mr. Mastromarino stated I have had extensive experience in finance. The last 20 years of my management experience was in the financial division of the business.

Ms. Incandela stated it is very difficult for us to make decisions when we have qualified people. One of the things that has happened in the past when people have applied for an opening and have not been chosen is that they do not come to meetings anymore. Our meetings are attended by fewer people than the HOA meetings, and the feedback of the community is very important to us. Even if you are not elected as an official at this time, would you still be able to attend our meetings and participate in a meaningful manner? We do not really know what life is going to bring and another position may open up at some point. Would you still attend meetings even if not elected to the Board?

Ms. Acevedo stated yes.

Mr. Mastromarino stated I am on the violations committee which is a subgroup of the HOA Board.

Mr. McGrath stated there should not be any conflict serving on the CDD Board.

Mr. Moyer stated no, there is no conflict.

Mr. McGrath stated to me, the single most important part of deciding is finding someone who will stay the course. We only meet six or seven times a year, so it is really important that people attend so that we can get our business done.

Ms. Incandela stated for those who have been attending our meetings for any length of time, I think this Board works extraordinarily well together. We are extremely respectful. Everyone has his or her own area of strength. I think we understand what our strengths and weaknesses are, and we compensate for that. I would never attempt to go through the check registry because I know that Mr. McGrath will not miss anything. I think what is really important to us and one thing that makes us very unique is we care about each other's opinions. We may disagree, but we are still very mindful of the opinions of the other Board members. Because one of our members is not present tonight, and because bringing on a new member is a very important decision that changes the dynamic of the group, I would ask both interested parties to provide a short submission of the information shared at the meeting tonight. Ms. Palmer did not have the benefit of seeing him and meeting him tonight, and that will give her the opportunity to get to know both candidates. Include things that would make you better suited for the position. That will be very helpful. Then at the next meeting, we can make the decision and have the seat filled at that time, if that is acceptable to the Board.

Mr. McGrath stated I think that is appropriate.

Ms. Acevedo asked between meetings, do you meet with home owners or email each other?

Ms. Incandela stated no, we never meet together outside of a meeting or send emails to each other. Unlike the HOA Board, the CDD Board members have to abide by the Sunshine Law, which is the most frustrating part of this for all of us. If it sounds like we are talking about issues that are raised at these meetings for the first time, it is because we are. We are not allowed by law to talk to each other about anything that could potentially be ruled upon by the Board, unless we do that at a public meeting. As frustrating as it is, because we work so well as a team, if we can have meetings outside and bounce ideas off each other, we could be a lot more productive, things would go faster and we would probably come up with a lot more great ideas. It is frustrating that we cannot do that, and we do not do that. We abide by those rules very strictly. I think it is good that we are law abiding, but sometimes I think that works to our detriment. In terms of communication with each other, we do that only at these meetings as it pertains to the CDD. Your

involvement in the community in terms of speaking with other residents is different. There is no limit on how involved you can be outside of a meeting. We just cannot have any communication about CDD business with each other.

Ms. Acevedo asked I can still get feedback from the community?

Ms. Incandela stated yes, as long as it is not with other CDD Board members.

Mr. McGrath stated the week prior to the meeting, the agenda packages are available on the website. There is time involved in reviewing it and making the clarifications and questions. There are hours involved other than attending these meetings. Because of the Sunshine Law, unless we are in a public meeting, we cannot talk about District business with other Board members, even though it might seem sensible.

Mr. Moyer stated to follow up on Ms. Incandela's suggestion if that is what the Board wants to do, Ms. Acevedo has already submitted her information since it was included in the agenda package. Mr. Mastromarino can send his information to me at manager@brightonlakescdd.org.

Ms. Incandela asked when Mr. Moyer receives it, would you confirm the receipt so he knows it has been received?

Mr. Moyer stated yes.

**B. Oath of Office**

**C. Consideration of Resolution 2013-03, Election of Officers**

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the January 17,  
2013, Regular Meeting**

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

On MOTION by Mr. McGrath, seconded by Ms. Incandela, with all in favor, unanimous approval was given to the minutes of the January 17, 2013, meeting.
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Mr. McGrath stated the minutes refer to Secretary, and Resolution 2013-03 refers to Assistant Secretaries. Whatever it should be, I would like the correct verbiage.

Mr. Moyer stated there is a Secretary, and generally that has been me. Then any other Board member who is not an officer—Chairman or Vice Chairman—is an Assistant Secretary.

Mr. McGrath stated on page 1 of the minutes, they are noted as Supervisors instead of Assistant Secretaries.

Mr. Moyer stated you are all still a Supervisor for the District. That is appropriate also.

Mr. McGrath stated I understand. Thank you.

**FIFTH ORDER OF BUSINESS**

**Audience Comments**

There being none, the next order of business followed.

**SIXTH ORDER OF BUSINESS**

**Vendor/Contractor/Third-Party Items**

**A. Security Highlight Report – Keep Safe Security**

Mr. McCartan provided an update on security services and responded to questions and comments from the Board.

Mr. McCartan stated it has been pretty quiet these past two months. We had a change of staff, and for the first time in 10 or 11 years, we have a female security guard on staff. We continue to be customer service oriented, and we have been receiving positive feedback so far. We are looking at the rules that are posted for the basketball court that we have discussed with the security guard Steve, Mr. Smith and Ms. Maria Fuentes. We are looking at six basic rules to get posted. We want people to be aware of others at the basketball courts and to keep some sort of order when playing.

Ms. Incandela asked what has the issue been, use of the younger kids' court by older kids?

Mr. McCartan stated making sure guests are accompanied by residents and watching their language, as well as safety issues, like no glass containers or breakable objects, loud or obscene music, and other questionable behavior. Steve was able to approach them and show them the appropriate locations in the rules, but we felt it would be better to be able to tap on the sign and say it is posted.

Mr. McGrath asked is the sign posted now?

Mr. McCartan stated it is in the process of being manufactured.

Mr. McGrath asked can we look at it to see the content?

Mr. McCartan stated I printed off one copy that I will leave with you. It includes things like no rollerblades, no skateboards and no bicycles to avoid someone getting run into or knocked over as well as avoid damage to the playing surface. We looked at what was posted for the swimming pool area. We did not want to repeat that sign but make it appropriate for the basketball courts. Then Steve can refer to it and then he can call the sheriff when necessary.

Ms. Incandela asked do we have a sign on the kids' court showing the age?

Mr. Smith stated it designates age and size.

Mr. McCartan stated they need to be under 4'6".

Ms. Incandela stated I would also like to put a reminder on the website. Are there any notices going out to residents in the future that we can attach these reminders to, without having to send a separate mailing?

Mr. Moyer stated the only thing we have done in the past is try to piggyback on the HOA mailing. The CDD has not generally done mailings to the residents.

Ms. Incandela stated I think it would be a good idea to provide a reminder of the rules right before the active season for the recreation center and facilities.

Mr. McGrath stated the rules are fine. If you have a lot of young people who are full of vim and vigor, I think a gentle hand will probably be effective.

Mr. McCartan stated we have been gentle for all intents and purposes, but in talking with Mr. Smith, we want to take it a little further to address some consistent issues by putting up signs. We felt it would be a positive step by having it posted. Then it is literally in their court. If they choose to ignore the sign, then we will look at appropriate ways of addressing it.

Ms. Incandela asked have we had any issues with respect to residents or kids not abiding by the direction of the security guard? When he talks to them, are they listening?

Mr. McCartan stated he seems to get very positive feedback. Because the main court has been really busy, there has been some spill over to the junior court. He has used some discretion with it, when there are days that people ask if they can use the other court. It seems to be those who are a bit timid of the bigger kids. They are not really young but they are not yet teenagers, either. They are being very respectful, and Steve tells them if they treat him with respect, he will do likewise and work with them, as opposed to them being rebellious. He feels it is better for them to use it under supervision so he can keep an eye on them. It has been working, and he has never had to refuse their request. He said the kids seem to be quite respectful.

Ms. Incandela asked is the staff change to the guard house going to be a permanent change?

Mr. McCartan stated yes.

Mr. McGrath stated right now, the guard house is operating from 6:00 p.m. to 5:00 a.m. and Steve is here eight hours each day at different times. We have the attendant who is supposed to keep the place clean. Do we want him to have enforcement of any kind? If

Steve is gone and there is no one from security here, if he sees someone doing something wrong, what should he do?

Mr. Smith stated he is doing primarily maintenance work, but Mr. Geinor Real is pretty good about addressing issues. Most people know him now. If Steve is not here, Mr. Real will enforce infractions the best that he can. If he is having problems that are not resolved, then he will call the guardhouse or the sheriff. I instructed Mr. Real not to argue with people. Just tell them the rules and if you continue to have a problem, call the security guard or the sheriff.

Ms. Incandela stated when we increased security some time ago, I thought we were talking about possibly changing or increasing the hours over the summer months. Are we at that point where we need to start that yet?

Mr. Smith stated no. We will monitor the situation with Steve, and if he says he needs help, then we will look at that. I think having him here, going from nothing to something, has been very helpful.

Mr. McGrath stated what I was hinting at is, we are spending a similar amount of money manning the guardhouse and having someone physically here. When we get to summer, would it make sense to reduce the amount of time at the guardhouse and increase security at the recreation center?

Ms. Incandela stated the guard does not begin until 6:00 p.m., and the security guard at the recreation center is here during the day.

Mr. McCartan stated for now, Steve is here from 12:00 noon until 8:00 p.m. There is some flexibility with those hours, and he could be shifted to 2:00 p.m. to 10:00 p.m. depending on the use of the facilities. Steve and I are quite flexible with his hours.

Ms. Incandela asked what are Mr. Real's hours?

Mr. Smith stated from 2:30 p.m. to 10:30 p.m.

Mr. McGrath stated he closes the facility.

Mr. Smith stated that is correct. What Mr. McGrath suggested makes some sense. We could move the guardhouse personnel to begin when it gets dark outside, at 7:30 p.m. That would give us an extra 1.5 hours for the recreation center. The problem is the timing of that person. We might bring him in on Saturday for four hours, depending on the number of hours used that week.

Mr. McGrath stated it is something to think about. It is March, so summer will be here before too long. We should consider it if it makes sense and is cost efficient for us.

**B. Landscaping Highlight Report – Austin Outdoor**

Mr. Adkins provided an update on landscape maintenance services and responded to questions and comments from the Board.

Mr. Adkins stated the crepe myrtles have been trimmed. There are a few palm trees left to prune. We removed some of the seed heads around the clubhouse. All in all, we are improving things, but we still have a long way to go. The last turf fertilization was on February 2. We have taken quite a few soil samples and are waiting on the results, which will dictate the next fertilizer that we apply. Our goals over the next 30, 60 and 90 days are to push the turf as much as we can and address the struggling viburnum along the roadway. We want to get that nice level, maintained look all the way down Brighton Lakes Boulevard. There are some open spots along the roadway, and we submitted proposals to Mr. Smith for those areas. The next round of fertilizer will occur next week on all shrub material. We used 8-10-10 based on the soil sample that we took, and the 8 is extremely low in nitrogen because we are not trying to push a lot of excess growth right now. The 10 is phosphorus for regrowth. What we have found on a lot of the turf and the shrubs is insufficient roots and root-bound plants. We are trying to flush out new growth. The last 10 is potassium, which is like a vitamin for plants. We sent out quite a few extra crews over the last couple months to try to get caught up. We will perform another turf application in April. We performed three Round-Up applications and turf weed applications since January and February. We will apply another granular to the turf, and we will finish with another liquid fertilization on the turf in May. That is a combination product called Arena that will help the shrubs and other plant material. Irrigation main lines are breaking constantly, mostly at the bell ends. The ground is so hard that by the time it shows itself, it can be anywhere from 15 to 20 feet from the actual break itself. Mainline breaks are taking us a little longer to dig up and find.

Ms. Incandela asked what is causing the breaks?

Mr. McGrath asked is this seasonal?

Mr. Adkins stated it could be a number of things. At the bell ends, there is a little more pressure so there is more flexibility with the pipe. The pipe could have been sitting out too long and got weak at the bell end. When it was installed, it could have been jammed. There are several reasons that could cause these breaks. It is hard to say now, but they are continuing to break.

Mr. Smith stated we have had irrigation issues out here that we have been repairing for years. As the system gets older, it will deteriorate. We can finish the irrigation repairs, and what they are seeing is really nothing different than we have been doing in the past on a regular basis.

Ms. Incandela asked is this something we need to be concerned about budgeting for an overhaul, or just budget for continued repairs?

Mr. Smith stated just continued repairs.

Mr. Gerry Frawley asked are you finding them on Brighton Lakes Boulevard more than in other places? The school buses and trucks do turn-arounds in places they should not be doing them, and they drive up on the grass and run over the sprinkler heads.

Mr. Adkins stated most of the time, the mainline breaks are so deep that you are not getting any pressure on those mainlines. When buses drive on them, they will hit lateral lines and irrigation heads but not the mainlines.

Mr. Smith stated he is referring to the bell end where you have wiring and the other piece of pipe that goes into it. They do not push all the way in. Then there are a lot of areas where it is 90 degrees and normally there is a thrust block. If there is not a thrust block, the pipe will separate. That is typical wear and tear. This was the material that was installed by the original contractor, and it was poor quality.

Mr. Moyer stated if Ms. Jennifer Palmer was here, she would tell you that they did a very bad job.

Mr. McGrath stated at the entrance feature, the stone faces Pleasant Hill Road, and there are water stain marks on it from irrigation. I hardly ever go south, but on the berm, the bushes that are there seem really thin.

Mr. Smith stated those are the oleanders, and we are cutting them back. They were not cut back last year, so we are doing that this year. They will get thicker. We do have a plant replacement program in place, but I want to get the turf under control first. Then we will start in the front and move to the back of the community. Regarding the wall, we are trying to find a product to remove the rust color since we are having the same problem on the front and the sides. We are also missing a piece of coating on the wall. We have to use a special mold, which I am trying to find. I think the front looks a lot better than it did. I also have a proposal from Austin to remove the three oak trees in the front. Because of the soils out there, they will never do very well. I would like to remove those three trees and see how it looks. If it looks too bare, then I will look to plant something. Maybe

we will go back to the magnolias and put in a better product. The three I am referring to is one right behind the bus stop and then one on either side of the concave part of the wall. They are just ratty looking, whereas everything else is doing fairly well. The proposal is \$800 to remove two of them, but I would like to remove three of them.

Mr. McGrath stated the front entrance is our front door.

Mr. Adkins stated you have a really beautiful entrance. To be honest, I agree with Mr. Smith and I would like to see those trees removed and possibly nothing go back in that area. You have all the rock, which really catches your eye. Anything that is installed will be sitting in water. Magnolias will not do well there and oaks will not do well there. Just having sod there will open it up a little bit so you can see a little more of the wall.

Ms. Pieters stated mowing around the ponds has not been done for a while, and the ponds are starting to have weeds that are six inches high.

Mr. Adkins stated that is on our schedule for next week. We did reduce the number of Bahia mowings in the contract, but we are going to have to do more than that number.

Mr. Smith stated we renegotiated the cost of their contract. We reduced the number of Bahia mowings, so you are not going to see as many mowings around the ponds. I did discuss a price with them for a one-time mowing, so if it starts looking bad, then they can go mow it. If we would have had a really cold winter, which we did not have, the Bahia would have gone dormant, and we would not have needed to mow it. When it gets bad, like it is on Chapala, I will issue a work authorization for one mowing, and he will mow it. We may let some of the Bahia areas go a little bit because they are near natural areas, rather than having them constantly mowed for no particular reason. That was a cost-cutting effort on our part. There are several areas that do not need it mowed as often.

Mr. Adkins stated honestly, that is the best thing to reduce from the contract so we could get the number down. It was the best possible solution. You do not want to skimp on fertilizer or other chemicals, or detailing and other activities. We can stretch the time between mowing the Bahia. We have quite a few mowings in May, June, July and August, depending on the kind of summer we have. If it is a really dry summer, then we will not need to mow as often. Once we start getting into the rainy season, we will need to mow more often. We will mow the St. Augustine next week and I will have a crew to address the weeds that Ms. Pieters mentioned. It takes just a few seconds to cut them with a weed eater, just to increase the overall look.

Ms. Incandela asked in terms of the weather because we had such a warm winter, are you expecting anything with respect to insects that we need to prepare for?

Mr. Adkins stated no, we geared up for that already. That is why the Arena will be applied. Typically we apply it in late May because of the knock-down effect. I might have to apply it as early as April depending on when I start to see them and when I see the levels rise, right before they start causing damage. I only use Arena one time. The reason for that is because chinch bugs will have eight generations per year, so they will continue to reproduce. The more you use that product, the more resistant they become to it. Typically we use Arena one time at the high rate and we switch our chemicals afterwards. We already applied an insecticide to the majority of the shrubs, and we will go back and apply another insecticide. We are expecting an extreme insect pressure from the warm winter.

#### **SEVENTH ORDER OF BUSINESS**

#### **Acceptance of the Audited Financial Statements for Fiscal Year 2012**

Mr. Moyer reviewed the audited financial statements for fiscal year 2012.

Mr. Moyer stated I will not review the numbers but I do want to enter into the record the findings of the auditor. On page 1 of the auditor's independent report in the third paragraph, they state, "In our opinion, 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, 2012, 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." In the industry, that is called a clean audit opinion. There are no exceptions or qualifications. In its simplest form, what they are saying is that the financial records that the District provided to the auditor as of September 30, 2012, did, in fact, fairly represent our financial position as of that date. In the back of the report, there are some findings that are required by the Auditor General of the State of Florida or by certain State Statutes. Page 22 is the report on internal control over financial reporting, which deals essentially with checks and balances and protections that we have in place for financial reporting. In the third paragraph, they state, "We did not identify any deficiencies in internal control that we consider to be material weaknesses as defined above." The next part of this report deals with compliance with laws, ordinances, rules, bond covenants, contracts, and so forth. They state, "The results of our tests disclosed no instances of non-compliance or

other matters that are required to be reported under Government Auditing Standards.” Page 24 is the management letter. There are certain things that the auditor has to opine on, based upon rules of the Auditor General. This is also the auditor’s opportunity to bring before management and the Board, items that are not material weaknesses but yet they have concerns that we can make our financial system better. In this report, they state at the bottom of the page, “In connection with our audit, we did not have any such findings.” Page 25 indicates that the District did not meet one or more conditions described in Section 218.503(1), Florida Statutes. Those conditions in that particular Florida Statute define what a financial emergency is. By not meeting any of those conditions, that is a good thing. To say it another way, we are not in a state of financial emergency. Overall, it is a clean audit opinion with good comments from the auditor on the required reports.

On MOTION by Mr. McGrath, seconded by Ms. Pieters, with all in favor, unanimous approval was given to accept the audited financial statements for fiscal year 2012 and to authorize its filing with the appropriate State agencies.

Ms. Incandela stated I cannot recall us ever having anything but clean audits.

Mr. Moyer stated Severn Trent does have a good accounting system. They go through 65 to 100 audits each year, so they are pretty good at what they do in that regard.

## **EIGHTH 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 in total, we levied \$762,000 in non-ad valorem assessments. Through February 28, we have collected \$684,000, which is about 90%. In terms of revenue, we are doing fine. Administrative expenditures are under budget by \$8,583. Field Services expenses are under budget by \$13,343. Guardhouse and Security is over budget by \$11,272, but the Board is aware that the reason for that is because we hired a security guard for the clubhouse. Community Center is a little over budget by \$1,970, and part of that deals with expenditures from capital reserves. Overall, we are under budget in the aggregate by \$9,500. We are pretty much spending at our current budget level. We try to bring these in under budget, but because of all the renewal and replacement activity that we have, we will be pretty close.

Mr. McGrath stated on office supplies, we doubled for the month of January, which looks like Severn Trent had an unusually large office supply expense. Do we know if that is because they purchased everything for the year in January?

Mr. Moyer stated most likely. Over the year, that amount will come back into line with the budget.

**B. Check Register**

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 on page 82 of the agenda, we are showing an expense of \$6,600 for two pieces of exercise equipment. The HOA was kind enough to donate \$3,200 of that. As I looked through the financials, I did not see where that was noted anywhere. Is it too early to be included in the financial statements?

Mr. Moyer stated yes, it is probably a timing issue. It is not listed under Miscellaneous Revenues, and that is where it will show up.

Mr. McGrath asked what was the portable key safe for? Was that for the guardhouse? It is on page 86 of the agenda, the Home Depot invoice for \$116.

Mr. Smith stated I will look into that.

Mr. McGrath stated page 88, the State of Florida inspected our pool, and we were found wanting in a couple areas. Later there was a \$50 for them to come back and reinspect the pool. Do the people who maintain the pool have any responsibility for not having it be like it should have been?

Mr. Smith stated the problem is having people in the pool. Keeping the chlorine at the right level is almost impossible. If it is a hot, sunny day and people are using the pool, if the Health Department comes out and the level is a little low, then they issue that report showing we are not in compliance. The Health Department does that for all the pools that we manage, and they seem to find something wrong with all of them. Perhaps it is a revenue source. We could go back to Osborne and ask them to be responsible for all the violations, but I do not know of any pool company doing that. We could also ask them to be here seven days a week.

Mr. McGrath stated it is the nature of things. It is not that they are not doing their job correctly for us. It is the nature of use of the pool.

Mr. Smith stated that is correct. If there is high use on a particular day, the chlorine will be all over the place and is hard to control.

Mr. McGrath stated in January, that was probably not the issue, but I do not know.

Mr. Smith stated if it was a hot, sunny day, that will affect the chlorine level, too.

Ms. Incandela asked how are we doing in terms of the equipment for the kiddie pool, like the pumps? Is all that original equipment?

Mr. Smith stated no, we have replaced it. Most of the pumps have been replaced, and I think there is only one original pump out there.

Ms. Incandela asked is there anything else with respect to pool equipment, besides the pool lift, that we might anticipate replacing?

Mr. Smith stated no. I think the lift is the big issue. The rest of the issues are minor. The system is working well out here. If it looks like it is a big expense item, I use Mr. Russ Simmons, who knows pumps as well as the pool companies, to make repairs. Mostly I use the pool companies because my staff does not always have the time to do it. We will try to keep within the budget dollars to maintain the pools.

Ms. Incandela asked is Mr. Real checking the pool levels on days when the pool company is not here?

Mr. Smith stated I did send Mr. Real through that course, and I think he currently is. If he is not, then he should be. I probably need to get him recertified to check the levels.

Ms. Incandela asked what does that involve?

Mr. Smith stated attending a class for about \$100.

Ms. Incandela asked when he did it previously, did he keep a log every day?

Mr. Smith stated yes.

Ms. Incandela stated I think that is a good idea for him to start doing.

Mr. McGrath stated page 88 shows an invoice from SNI Companies for temporary employees on the weekend. The temporary agency provided a couple people to fill in. Below that is a charge from Sterling Testing Systems for a background check for K. Mutek. Does one have anything to do with the other?

Mr. Smith stated yes, they do charge us for a background check for employees they send here.

Mr. McGrath asked so they provide the people but they charge us for the background check?

Mr. Smith stated I believe that is what Ms. Fuentes said.

Mr. McGrath asked is that typical in the industry?

Mr. Smith stated it is for that agency. It is not typical for Labor Finders because they do not perform background checks.

Mr. McGrath stated we prefer background checks.

Mr. Smith stated if we request the background check, then they bill us for it.

Mr. McGrath stated I think we should certainly continue to do that.

Mr. Smith stated especially if they are working up here at the pool. He was just filling in, but we are asking for a higher quality individual.

On MOTION by Ms. Incandela, seconded by Ms. Pieters, with all in favor, unanimous approval was given to the check register, as presented.
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### **C. Website Statistics**

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

## **NINTH ORDER OF BUSINESS**

### **Staff Reports**

#### **A. Attorney**

Mr. Crumbaker stated I mentioned to Mr. Moyer earlier that the ownership of that parcel has changed hands, so we are monitoring the process to determine whether there should be an allocation of assessments. If there is any type of hearing for a change in land use, we will monitor that and keep you apprised.

Ms. Incandela asked was it sold? I am curious to see how much the parcel sold for.

Mr. Crumbaker stated they would have had to pass current title to change ownership of the property through the tax certificate process since it was sold at a tax deed sale. That is how title was acquired. We are monitoring the property appraiser's website for this information as soon as it is posted.

Mr. McGrath asked would we have any control over what goes in there? Or is that simply zoning?

Mr. Crumbaker stated it is primarily a zoning and land use issue with the County. That certainly does not mean that residents cannot make comments at a land use hearing. That is a County function. If the land use is changed at all, for example going from institutional to townhomes, there is the possibility of reallocating that through assessments.

Ms. Incandela asked is it automatically open to a hearing if they move to have the use changed? Will there be an opportunity for a public hearing necessarily or only under certain circumstances?

Mr. Crumbaker stated there should be a public hearing in conjunction with any change.

Mr. Moyer stated there will be a couple public hearings. Since that is institutional, if they changed it to any other use, it will require a comprehensive plan amendment. Then the zoning is separate from the comprehensive plan, so there will also be a zoning hearing. Anyone who lives within 300 feet will be notified. What Mr. Crumbaker is saying is that if there is going to be a public hearing, they are monitoring that.

**B. Engineer**

There being nothing to report, the next item followed.

**C. Field Operations**

**i. Field Management Report**

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

**ii. Aquatic Weed Control Report**

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

**iii. Landscaping Report**

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

**iv. Security Report**

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

**v. Action Item List**

Mr. Smith reviewed the action item list contained in the agenda package, which is available for public review at the District office during normal business hours.

**vi. Proposal for the Fitness Room Carpeting**

Mr. Smith stated I distributed proposals for the fitness room. We have two options for the carpet for something that is a little more substantial. We went with the carpet tiles that we can replace panels as needed. The proposals came in at \$2,300 and \$2,600.

Ms. Incandela asked are there options besides carpet for that room? I do not mean a ceramic tile, but is there a linoleum tile, something that would not be slick but still more durable than carpet and less disgusting?

Mr. Smith stated we went with carpeting because if you go with any type of hard surface and a weight drops, the surface will crack. You can drop a weight on carpet and it does not do any damage.

Mr. McGrath asked are both options 1 and 2 for 12-inch squares?

Mr. Smith stated these are for 18-inch squares.

Mr. McGrath stated I think we certainly get a lot of use in that room, and the carpeting we have now needs to be replaced. If we spend more, will the product last longer and look better longer?

Ms. Incandela stated my only issue is that there is stuff on the carpet, as well as just rips and tears. I do not think we want to keep this carpet for another year or two unless we are going to have it cleaned more frequently. I am not sure if it is better to just rip it all out.

Mr. McGrath stated that is a good point.

Mr. Smith stated the thing about that carpet is it does not respond as well when you clean it. It has a tendency to hold in whatever is dropped or spilled, and it holds in the odors.

Ms. Incandela asked how much more time will we get out of the carpet for the additional money, perhaps another 12 months? In that time, we will need to clean it, and it will not hold up very well to the cleaning.

Mr. McGrath stated I certainly did not think about that aspect. It will be an ongoing situation and it will be just like it has been. What we have in there now, which is these options is that most similar to?

Mr. Smith stated I think it is about \$40 to \$50 per square yard. It is a slight upgrade from what we have. The lower-priced option should work well, if the Board wants to approve an amount not to exceed. The proposal included \$700 to remove the carpet, but I can save that if I send one of my staff out here to remove it. I could probably also save the \$500 to move the equipment out for laying the new carpet. We will do our best to keep the prices down, but I will request the Board authorize a not-to-exceed amount.

Mr. McGrath asked what is your opinion on option 1 versus option 2?

Mr. Smith stated the more expensive carpeting will look nicer, but we just need it for a functional use. I think we can try this kind of carpet to see how it works, and we can go with option 1 for that.

Ms. Incandela asked are they easy to remove and replace?

Mr. Smith stated they never are when they are glued down. You can do it, but you have to work at it and scrape it up. If you do not glue it down, then the corners will start to lift.

Ms. Incandela asked why are we going with carpet tile as opposed to straight commercial carpet?

Mr. Smith stated if someone cuts themselves and there is a blood spot on the carpet or there is some other spill or it gets ripped by moving a piece of equipment, then we can replace just those tiles instead of replacing the whole carpet.

Ms. Incandela stated but it is not very easy to get it up to replace.

Mr. Smith stated I can send one of my staff members out one morning and he will spend the morning replacing a few tiles. It is not easy but it can be done.

Mr. McGrath stated that will save us from having to replace the whole carpet and removing all the machines again.

Mr. Smith stated I will have a box of them available, so we can replace them as we need to.

Ms. Pieters asked will the tiles fade and make the replacements look ugly?

Mr. Smith stated you will be able to see that there are different patches of colors. I will get something mostly solid but with a bit of a marbled pattern so it won't stand out quite so much.

Ms. Incandela asked do we want to approve an amount not to exceed \$2,300?

Mr. Smith stated I recommend \$2,500.

Ms. Incandela asked will we get three years out of this new carpet?

Mr. McGrath asked did Mr. Joey Ortiz put in this carpeting?

Mr. Smith stated the company did, but he was here at the time.

On MOTION by Ms. Incandela, seconded by Mr. McGrath, with all in favor, unanimous approval was given to authorize carpet replacement in the fitness room, in an amount not to exceed \$2,500, as discussed.
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Mr. McGrath asked what kind of timetable will this take?

Mr. Smith stated I need to meet with Home Depot because they do not have it for sale in the store. I have to order it. I want to see it before I order it, so I am trying to see some samples. Hopefully I can get that done within the next month or so.

**vii. Proposal for Pest Control**

Mr. Smith stated I solicited proposals for pest control for the services that are being provided currently by Terminix. The bond is \$800 with a \$250 renewal.

Mr. McGrath asked that is what we have currently?

Mr. Smith stated yes. The proposal from Florida Pest Control has a bond of \$475 with an annual renewal of \$185 and a monthly service fee of \$40.

Ms. Incandela asked is this for termite damage and repair?

Mr. Smith stated yes, and it includes the insurance if there is any termite damage.

Mr. McGrath stated that is the bond. Orkin is \$1,424 to start, but I cannot see where they provided their monthly cost.

Mr. Smith stated they just provided their bond and their annual renewal. We did not call them for their monthly service because they were already too expensive.

Mr. McGrath stated if they are providing us with the same services, Florida Pest Control will cost us less money.

Ms. Incandela asked is it an equal comparison of services?

Mr. Smith stated it is about the same. At \$40 per month for Florida Pest Control, it is \$480 annually, compared to their bond of \$475 or Terminix's bond of \$800.

Mr. McGrath stated that is only for the first year. After that, it is \$185.

Mr. Smith stated I have used Florida Pest Control previously.

Ms. Incandela asked is there any difference in the bond? Is it only to a certain value of the damages? Is it the same value for both of them?

Mr. Smith stated I think it is the same for both. As long as they are the company treating the facility, then they will provide the repair.

Mr. McGrath stated the initial cost is to indemnify them that they went through it and made sure there is nothing there, so that the bond can be instituted.

Ms. Incandela asked will Florida Pest Control provide the same exact service?

Mr. Smith stated yes.

Ms. Incandela stated I am fine switching to Florida Pest Control. I use them at work.

<p>On MOTION by Mr. McGrath, seconded by Ms. Incandela, with all in favor, unanimous approval was given to accept the proposal from Florida Pest Control for termite protection, as discussed.</p>
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**viii. Proposal for Pool Furniture**

Mr. Smith stated I also distributed proposals for new pool furniture.

Mr. McGrath asked do we think we are fine with the number of chaise lounges?

Mr. Smith stated I think you can use some more. I know we need the four tables with chairs. We can get them and see where we are. Mr. Frawley is always looking for furniture at Disney. We need the tables and chairs. If we can also acquire some chaise lounges, then we can get those, as well.

Mr. McGrath asked are these the gray fiberglass cables, 42 inches?

Mr. Smith stated yes.

Mr. McGrath asked will we get four straight chairs?

Mr. Smith stated four tables and two chairs.

Ms. Incandela asked do we have enough umbrellas?

Mr. Smith stated I will look and see what we have for umbrellas. I think we have some that we need to repair. I know there are some available, but I need to pull them out and look at them.

Mr. McGrath asked are the tables the kind that will accept an umbrella?

Mr. Smith stated yes.

Ms. Incandela asked do the umbrellas have to be taken in every day?

Mr. Smith stated we do not actually put them out. We only give them if someone requests one, and then they have to return it.

Ms. Incandela asked are we running short? Are more people asking for them than what we have, or do we have enough?

Mr. Smith stated the issue right now is with the tables that need to be replaced so no one is using umbrellas. We will first get the tables and chairs and then address the umbrellas.

**ix. Additional Parking**

Mr. Smith stated at the last meeting, the Board discussed putting in a parking lot across the street. It will cost about \$5,000 because I have to take out the curb and do a drop curb and put in a driveway with a short tongue. From there, we can mulch the parking area. I can put up posts around it or something that will look nice and neat but keep the cars within the designated parking area. We may need to put in a crosswalk and put in thermoplast. If you look on this side, you might see a chunk of concrete that has come up. That is the drop curb that was installed a long time ago. We can pour a handicapped ramp to that curb and try to get the driveway on the other side to line up

with it. But we will need to put in the thermoplast striping across the road, which is about \$1,200.

Ms. Incandela asked do we need to have any concrete in the lot itself to satisfy ADA? Or is mulch acceptable?

Mr. Smith stated mulch is fine as long as it starts right where the concrete ends, so we toe down the concrete and mulch up on top.

Mr. McGrath stated we have 19 spaces in this lot. Do you have any idea what the area will allow for parking?

Mr. Smith stated I think we can comfortably get about 20 without encroaching on people's lots too much.

Mr. McGrath stated that would be great. For the overflow, we sure need it when the weather is nice on the weekends, and also the potential for people who are waiting to pick up their kids at the bus stop. People who play basketball need to park somewhere. That would be a three-way solution. Will you need to move some of those trees?

Mr. Smith stated I might need to move one just because of lining up the drop curb to the one across the street. It is a crepe myrtle which is easy to move.

Ms. Incandela stated spending \$6,500 for 20 additional parking spaces is a good investment.

Mr. McGrath stated I agree.

Ms. Incandela stated I think we need the extra 20 spaces. I would like to hold off on that to give Ms. Palmer an opportunity to voice her opinion.

Mr. McGrath stated I think she raised the issue at the last meeting about parking on Huron Circle, but even though she is not here tonight, I would like to proceed with this overflow parking. If Ms. Palmer becomes aware of it and does not agree with it, I think this should continue to move ahead.

Ms. Incandela stated I think we need it.

Mr. McGrath stated I agree.

Mr. Smith stated I do not know if I need to do any permitting for this or not.

<p>On MOTION by Mr. McGrath, seconded by Ms. Incandela, with all in favor, unanimous approval was given to proceed with the overflow parking project, as discussed.</p>
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**x. Drainage Issues**

Mr. Smith stated you may recall we had five drains that we have been having problems with, the biggest one being on Patrician Circle. I received a price for that repair, and they wanted several thousand dollars to come out here and just investigate it. I sent three of my employees out here and they spent about a week and a half working on these. Two are complete, including the one in Patrician Circle.

Ms. Incandela asked do you mean the work is actually completed?

Mr. Smith stated yes, it is done. We used about \$300 in materials, so we saved all that extra money.

Ms. Incandela stated that is excellent.

Mr. McGrath asked was it due to the way it was constructed initially? I thought I saw somewhere that there was a connection that was not made.

Mr. Smith stated that is correct, the underdrain pipes were never connected to the storm drain structure, but yet it had the weep holes, so the dirt was just running into those holes. Then we had a crack in the front. The one on Patrician, we had to dig up all the way around it and mud the front side, put in new pipe and reconnect it and then mud those pipes in. The other one we had to also dig down because there was a seam where two pieces of concrete came together that had a chunk missing. So they had to dig way down and mud that up.

Mr. McGrath asked so that should be a permanent repair?

Mr. Smith stated yes. We have three more to do.

Ms. Incandela stated that is great work, thank you.

**xi. Miscellaneous**

Mr. McGrath stated great improvement at the entrance gates where we used to have the horses with the sign to enter. The new ones are freestanding and the wind will not knock them down. They look new and nice, so that was a good idea. Thank you very much.

Mr. Smith stated I had them sitting in my compound so I gave them to the painters and told them to make them look good.

Mr. McGrath stated they did.

Mr. Smith stated that was also a very inexpensive repair.

Mr. McGrath stated I noticed earlier today that the old water fountain by the basketball court seems to have a lot of standing water. I do not know if it is from a leak or what.

Mr. Smith stated the handle sticks, so we need to repair that.

Ms. Pieters asked what is the status of the playground equipment?

Mr. Smith stated I have not had a chance to meet with Ms. Palmer, but just recently my carpenter came out and reviewed all of them and provided a list of the ones he thinks we should get rid of and he repaired the rest of them. He safed off all of them, and he repaired the ones that he could do. His replacement list was for equipment that he did not think was going to last much longer that we should consider removing. I will try to meet with Ms. Palmer prior to the next meeting and at least get something for this playground.

Mr. McGrath stated Biel and Maracaibo were not going to continue to be playgrounds.

Mr. Smith stated we are not going to purchase new equipment for those two areas. We will continue to repair the existing equipment, but as soon as they get to a place where we cannot repair them any longer, then we will remove them.

Mr. McGrath stated I went by Maracaibo and met with a resident who is always around, and he said he hardly sees any kids in that park. It is at the far end of the community, so I suppose the parents are a little concerned about having their kids out there, and Biel, as well. The new exercise equipment that the HOA was good enough to provide for us, do we have any kind of a tag or sign or anything to acknowledge the fact that it was the home owners who provided that piece of equipment? We should do something like that. It was very nice of them, and the people who use it will know it is from the home owners.

Mr. Smith stated I will order a sign to acknowledge that it is from the HOA.

## **TENTH ORDER OF BUSINESS**

### **Submitted Resident Questions and Audience Comments**

Mr. Mastromarino stated Austin Outdoor has made noticeable improvements to Brighton Lakes Boulevard, and I would like to thank the Board for your selection of their company. is the contract with Severn Trent the same as it is for the HOA? Is it reviewable by the public?

Mr. Moyer stated yes, everything the CDD does is open to the public.

Ms. Incandela stated it is not the same agreement. The CDD and the HOA are two very different organizations.

Mr. McGrath stated they provide different services.

Mr. Mastromarino asked the CDD pays for a portion of Severn Trent and the HOA also pays for a portion of Severn Trent?

Mr. Moyer stated they are two separate divisions of Severn Trent. You need to have an HOA manager. The CDD cannot run the HOA, and vice versa. That is why there are two contracts. I believe there are certain synergies and economies by having the same firm manage the HOA and the CDD, just for communications, but they are separate contracts.

Mr. McGrath stated the people who support the HOA from Severn Trent, that is their function. They do not have anything to do with managing the CDD.

Mr. Mastromarino stated I understand. There is a noticeable difference in how they both operate, having attended the HOA meetings and sending them emails. The question is, who pays for that. I know it is under the Severn Trent umbrella, but is it all under one contract or are they two separate contracts?

Ms. Incandela stated they are two, totally separate contracts.

Mr. McGrath stated you could almost say there are three separate contracts. The CDD pays Severn Trent for providing services for management through Mr. Moyer's functions, as well as the field activities through Mr. Smith's activities, such as repairs and maintenance efforts.

Mr. Mastromarino asked is that contract approved by the CDD?

Mr. McGrath stated yes.

Ms. Incandela stated everything with the HOA is completely separate from the CDD. All the bills are separately paid. It is almost as if there are two separate companies for each, even though there is not. The activities of the HOA and the CDD are not connected at all.

Mr. Luis Linares asked who cleans the forest on the right side near my home at 2657 Star Grass Circle?

Mr. Smith stated that is conservation area, so no one cleans it. We cannot do anything to it. That area is a wetland with a wetland buffer.

Mr. Linares stated there is a lot of trash in there.

Mr. Smith stated trash can be removed. The landscape company provides that service.

Mr. Linares stated they are not removing the trash. They are also not mowing back there because I am doing it for them.

Ms. Incandela asked how much of the buffer zone are you referring to?

Mr. Linares stated on the edge.

Ms. Incandela stated it depends with the trash. I am also not sure how much of the buffer zone is supposed to be mowed or how often.

Mr. Smith stated that is performed once a year. If there is a wetland directly behind your house, from the back of your backyard to the edge of that wetland, there is about 20 feet for a buffer. We maintain that buffer only once a year. If there is trash in there, we do not have a contract to remove it. If you see trash in there that you want removed that you cannot get, that activity is not in the landscaping company's contract. Previous home owners have removed it but there are sometimes issues with snakes. I can send one of my staff members out here once a month to remove trash and do edge cleanups that the landscape company is not doing because it is not part of their contract. Just give me a call and I will send someone out here.

Mr. Linares stated I see trash sometimes, but it is not very much.

Mr. Smith stated I have your address so I will take a look at it.

Mr. Frawley stated I provided a list of items to everyone previously. In addition to that, did security contact Severn Trent recently about gates not opening?

Mr. Smith stated yes. They contact Ms. Fuentes, and I believe Mr. McCartan and Ms. Fuentes have discussed it.

Mr. Frawley stated I went by Kariba Court yesterday at 5:15 a.m. and it was down but the Volta Circle gate was open.

Mr. Smith stated Ms. Fuentes was out here today and I have not had a chance to talk with her about it.

Mr. Frawley stated I did not notice it since we changed to Daylight Savings Time. My second issue is if security is not letting you know.

Mr. Smith stated they are pretty good about letting us know. When they do make changes to staff, it takes the new person a little time to acclimate. But they are good about letting us know about the gates.

Mr. Frawley stated across the front of the entrance to Brighton Lakes, they put in some kind of pipes. I do not know at what stage we are at with that, but it looks like some got left.

Mr. Smith stated that was a contractor for the County, and they are not done yet. They still have wire to pull, but they are doing fiber optic lines for Osceola County. I have a call into Jodelle, who is the chief engineer with Osceola County. I have already talked

with Henry, and he assured me that they will have a separate contractor come back through after they are all done and do some cleanup.

Mr. Frawley stated they seemed like they tried to put it back.

Mr. Smith stated those were the line contractors, and they will safe it off but they will not perform any cleanup activities.

Mr. Frawley stated halfway down Brighton Lakes Boulevard between Volta Circle and the entrance, there is a leak that is crossing the sidewalk. There has been mud there for years, but it is much worse now than it ever was.

Mr. Smith stated we get a lot of drainage from that yard, so when their irrigation runs, it runs down to our area and sits there because it is hard soil under there. We also had an irrigation break down there, as well, which Austin Outdoors mentioned earlier in the meeting.

Mr. Frawley stated there was a Davey crew digging on the other side of the hedge several weeks ago. I did not know if they were doing a repair and whatever they were doing did not work. It seemed like there is more there now than in the past. Also in that area just about where that leak is, there are oleanders there. Did you always have oleanders there?

Mr. Smith stated yes.

Mr. Frawley stated they are really thin and people are walking through there now.

Mr. Smith stated oleanders lose a little bit of foliage during winter and they look bad during those months. They were also pruned because we are pruning all the oleanders back since they are getting tall and leggy.

Mr. Frawley stated between one and another, there is enough room for a path. I just never noticed them before.

Mr. Smith stated once we get some rain, I have a plant replacement program that we will begin starting at the front and working to the back of the project. We will be filling in those holes, but we need to get the viburnum hedge fertilized first. That was one of the big things we are addressing. The hedges need to be strengthened and then we can see which plants we are going to lose and which ones we can keep.

Mr. Frawley stated there is not much of the viburnum hedge left.

Mr. Smith stated the original landscape architect probably put them in for color, just to break up the hedge look.

Mr. Frawley stated we have spent a lot of effort to create that wall, but it is spotty, and everyone goes marching through there.

Mr. Smith stated once the oleanders are fertilized and we get some rain, they will grow back. We have been doing well even through that decline in project management. I think this spring, we will see them all come back. Then we will see what we need to replace. That is part of the plant replacement program.

Mr. Frawley asked is the crepe myrtle trimming happening the way it is supposed to?

Mr. Smith stated the crepe myrtles at the front were started at Kariba Court and Volta Circle, and they were over pruned more than I wanted. I told them just to finish that section so they all look uniform. But they are doing a good job on the rest throughout the community.

Mr. Frawley stated I agree, it was worse around the front.

Ms. Incandela stated the contractor seems to be doing really well from what I have seen so far.

Mr. Smith stated yes, they are doing pretty well. They need to work on picking up trash because we have so much of it. None of the contractors who bid this work realized the amount of trash there is.

Mr. Frawley stated the fountain in the pond by Volta in the corner, the water level is low enough that the pipe is distended by a foot or more. Is that an inlet?

Mr. Smith stated that is because there has been no rain.

Mr. Frawley stated I know, but if that is an inlet and the pump is running, it is running dry.

Mr. Smith stated the pipe that is floating is holding the suction line, so it goes up and down with the water level.

Mr. Frawley stated a year or so ago, you put in a new inlet pipe, and you have that floating thing to keep it off the bottom. Next to where that pipe will come into the water is a pvc pipe that is horizontal to the water, and it is out of the water by about a foot. It runs six or eight feet over the pond.

Mr. Smith stated that is a discharge line.

Mr. Frawley stated we talked a while about the fact that our well is really not replacing the water in the pond.

Mr. Smith stated they are not intended to do that. When you get into the dry season, you cannot put enough water back into the pond unless they are lined. You have to have a

lined pond, such as on the golf course where they have a pond on the driving range that they also irrigate out of that pond. They have a plastic liner at the bottom of the pond so that way you can dump water into it and not lose it into the soil.

Mr. Frawley asked are the wetlands getting bad enough that we are running the pumps for no reason at all?

Mr. Smith stated no, the pumps are all working appropriately.

Mr. Frawley stated along the edges of the ridge, there is groundcover as you come into the community. Immediately to the right as you approach the stop sign, the last section of groundcover looks bad.

Mr. Smith stated yes, I am aware of that. Jasmine is the perfect plant to put there.

Mr. Frawley stated but you want it to look the same as the rest of it. The rest of the bridge looks great, but not that 12-foot section.

Mr. Smith stated it is an issue that there is not enough soil underneath it, so it is hard for the roots. Austin is working on it and they said they will get it to grow.

Mr. Frawley stated we have had two other landscape companies that have not been able to get it to grow there. There is a tree that was run over on Brighton Lakes Boulevard.

Mr. Smith stated I have a proposal for it to be replaced.

Mr. Frawley asked did we ever identify who the person was who hit it?

Mr. Smith stated no. We did not receive a police report, and I do not think one was issued. I think it was more of a drive-by.

A Resident asked can you not simply stand the tree back up?

Mr. Smith stated the soil is very hard in Brighton Lakes, and these trees do not grow very well, which is why they all look weak and take years to grow. Once they fall over and break the roots, you cannot stand them back up.

The Resident stated I stood one up on Sweetspire that someone had knocked over with a tractor, and it survived.

Mr. Smith stated when they are that small, you can stand them back up, but if they have been in the ground for five years, then you cannot.

Mr. McGrath stated the tree that was damaged, someone put up tape because I drove by after the incident and saw that.

Mr. Smith stated we did that.

Mr. Frawley asked the suggestion box in the fitness room, did anyone tell you the condition it was in before I mentioned it?

Mr. Smith stated it was up before you saw it, and when I saw yours, it looked much worse than it had in the past. I just removed it. I think we will put up a sign to provide any suggestions on the website, and those will go to Ms. Rosemary Tschinkel in our office. Then she can prepare a log and we can include them in the agenda package. The functionality of the suggestion box really was not designed well for the kind of cards we are using.

Mr. Klusko stated there about four places around the community where I would like to make the recommendation of putting in a handball or racquetball court. Friends of mine drive 30 miles to play ball. The floors can be made from cinder block. I went to Home Depot and Lowe's for a price on the cinder block and concrete. They said it was about \$700 to concrete the wall. No one plays racquetball now, but once they see the signs, they will start playing, especially people who are from up north because they know those sports. You can put up one wall and have people playing on both sides. No one plays tennis that much. They do play it a little and they play cricket more than they play tennis because I have watched them. At \$700 per court, for three courts, it might cost \$2,500. I do not want to remove the tennis court, but that would be one of the most convenient places because the fence is there. Hardly anyone plays tennis and a lot of people use the basketball court. In the Northeast, the Midwest and in California, everyone plays racquetball and handball. It is only \$700, but then someone has to install it, so for \$2,500, they would be available. I am more than happy to help in any way.

Mr. McGrath stated since Mr. Klusko has moved here, I doubt whether he has missed more than one meeting of anything we have ever had. I am sold on his idea. When we check our computer and see what people are questioning on the website statistics, we always get more interest in tennis courts than anything. The tennis court is a facility that we have that looks very nice. Wherever we do this, I think we should do it because it is one more type of sport. If kids are busy, they are less likely to get in trouble. Whatever we do, I do not want to get into a situation where we have a 16-foot wall where someone can do bad things on the other side of it. The wall needs to be perpendicular so we can see both sides. Perhaps the tennis court is the natural choice, but we are talking about Biel Court, Maracaibo, and those areas, even the park at Chapala. There is a lot of room there. I do not think we should limit it to the tennis court area. I like the idea.

Mr. Frawley stated I agree with Mr. McGrath. I used to play tennis when I was much younger. Every place that I can think of had a wall that you could play tennis against and practice. We do not have that here. Certainly you could use the wall for that, too. I am concerned about the security of it. The best place to put it would be the end of the tennis court toward Huron, right up against the fence. You can use one side of it for racquetball. You will still have access to the tennis court and handball, then the basketball court would be at the other end. So kids will be able to use any of them, and whoever gets their first uses their choice of courts. I am a little concerned that it will block the view of the tennis courts, but there are still all the side views so it is not completely blocked off. It is not like we are going to put up a 16-foot wall all by itself because it needs to be reinforced.

Mr. Moyer stated it is a structure that would have to be permitted through the County.

Mr. McGrath asked has Mr. Smith had any experience in putting up these types of things?

Mr. Smith stated no, but I am familiar with them. I watched them put up the one at the Celebration middle school by their tennis courts. It is pretty simple, but you do need footers and a lot of rebar, and it needs to be permitted. If you put it at the far end, at least you have some plant material behind you to provide some buffer of the wind.

Ms. Incandela asked is there a difference between putting it on the existing tennis court versus building a stand-alone structure on one of the empty play lots?

Mr. Smith stated you would need to pour a pad and install a footer, and the pad has to be big enough for an overrun. Indoor racquetball courts have a full wall, and outdoor courts need some area where you can run on the grass. It would be more expensive to do it that way.

Ms. Incandela stated then it would be an either/or situation, so we would be using it either for racquetball or handball, or we would be using it for tennis and still have both options. If we did it as a stand-alone structure, we are adding another option for them.

Mr. Frawley stated we still use the tennis court for the children's basketball court area. So you cannot play tennis when the kids are playing basketball.

Mr. McGrath stated that is correct.

Mr. Frawley stated we already have that situation where whoever gets there first gets to play. This would add a third use for the same area.

Mr. Smith stated rather than putting it on Biel or Maracaibo right next to someone's house, it would be better to put it here by the lift station if there is enough room and build a free-standing court and put in just one.

Ms. Incandela asked can we get a cost estimate on that to include the installation and materials, if we know that it will fit there?

Mr. Mastromarino asked would there be a spot in the area where you are considering a potential parking lot?

Mr. Smith stated you could put one there, as well.

Mr. Mastromarino stated then you would have parking already there.

Mr. Moyer stated we will look into it.

Mr. Smith stated it depends if you want to keep it separate.

Mr. McGrath stated it is a good idea if we can get double duty out of it.

Ms. Incandela stated if we looked at that area, there are people with racquets where the cars are parked.

Ms. Pieters stated I like the idea of handball, but I think we are cluttering up the tennis court every time something needs to be added. There may not be many people playing tennis now, but what will happen during the summer?

Ms. Incandela stated Mr. Smith will look into suitable locations.

Mr. McGrath stated it may cost a little more, but I think it broadens the facilities. I do not want to reduce anything.

Ms. Incandela stated I think kids will use it, if not for racquetball, then for handball.

## **ELEVENTH ORDER OF BUSINESS**

### **Supervisor Requests and Comments**

Ms. Pieters stated we received an email from Ms. Fuentes saying that Ms. Maegen Powers is no longer with the company.

Mr. Smith stated that is correct; she decided to stay home with her new baby.

Ms. Pieters asked are you going to replace her?

Mr. Smith stated yes, we will fill her position. We need to post it internally within Severn Trent first, and then we can solicit outside résumés, if needed.

Mr. McGrath stated last year, we discussed the possibility of having our security guard at the recreation center as well as doing some patrolling around the community if we had the possibility of an old truck or some vehicle. That never went any further, but is that something we think we want to do? While we are approaching summer, should we just leave it like it is?

Ms. Incandela stated I think Steve is pretty well occupied here at the recreation center, unless there are issues outside. From what I am reading in the crime watch notes, we are in really good shape. With all the issues that we have here over the summer and with all the complaints we receive, it is probably better that he stays where he is.

Mr. McGrath asked is it something we should consider after the summer? It has to be a long eight-hour shift if there are only three people in the area the whole day.

Mr. Smith stated I can talk with Mr. McCartan and see if we can make that change. I have a small pickup truck that I have to sell. We would need to get insurance and so forth for the vehicle. But there could be a vehicle here to use for that.

Mr. McGrath stated it is something to think about for the fall.

Mr. Moyer asked could he use the community patrol vehicle?

Mr. Frawley stated no, that is the sheriff's department vehicle. He would need to be approved to use that vehicle.

Mr. Smith stated why can he not be approved to do that? I will talk with Mr. McCartan.

Mr. McGrath stated we can also talk to Deputy Angel Beltran to see if it is something we can do. There are potholes right out here that are getting bigger, and I think they are something we need to look at on Brighton Lakes Boulevard just before you get to Huron Circle. A resident said the pond by Milano south is getting weeds growing at the shoreline. They might be bulrushes. I do not know if that is something our aquatic contractor can spray or not.

Mr. Smith stated those are bulrushes, and those are helpful plants so we want to keep them. There is some pickerelweed, too, and those are also good.

Mr. McGrath stated I would like to replace the CDD sign at the entrance because it is looking weathered. It is the sign that says "Welcome to Brighton Lakes." The paper sign itself needs to be replaced.

Mr. Smith stated I agree both the HOA sign and the CDD sign need to be replaced.

Mr. McGrath asked should the Board consider doing a five-year planning session later this year so we can get a better idea about our long-term spending and maintenance? I think maybe after we seat our additional Board member, I would like to consider that.

Mr. Moyer stated it might be time to do that as part of our budget workshop.

Mr. McGrath stated I agree.

Ms. Incandela stated we received a letter from a resident to the Board regarding a street light.

Mr. Smith stated we received an email from a home owner to repair the light at 2401 Maracaibo Drive. We will contact KUA to do that. I encourage home owners to contact KUA yourselves because they do respond better to you than they do to our office.

A Resident stated there is one light on the bridge that is out on the right side as you are leaving the community, the first pole that has three lights. I think the one in the middle has been out for a long time.

Mr. Smith stated they replaced one on that same pole after our last meeting.

The Resident stated that might have been the one then.

Mr. Smith stated the farthest one was out, so they fixed that one.

Mr. McGrath stated Mr. Smith mentioned a couple months ago to contact KUA about the possibility of getting additional lighting in the community and see what the costs are. I would like to add that to the action item list.

Ms. Incandela stated as a courtesy to the resident who submitted the request for KUA, I would like Mr. Smith to let the resident know that you are contacting KUA on their behalf and if there are any issues in the future, they should contact KUA directly.

A Resident stated they are very responsive. It usually takes only two or three days and it is repaired.

Ms. Incandela stated they came out within 24 hours when we called about one near our house.

Mr. Frawley stated you can report it on the website, and they will respond with an email and a case number. They usually show up within three days.

Mr. McGrath stated I recall hearing that one of our residents works for KUA somewhere.

Mr. Frawley stated that is correct. I am not sure what he does at KUA, though.

## **TWELFTH ORDER OF BUSINESS**

## **Other Business**

There being none, the next order of business followed.

**THIRTEENTH ORDER OF BUSINESS**

**Adjournment**

The next meeting will be Thursday, May 16, 2013, at 6:00 p.m.

On MOTION by Mr. McGrath, seconded by Ms. Pieters,  
with all in favor, the meeting adjourned at 7:55 p.m.

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Gary L. Moyer, Secretary

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Michelle Incandela, Chairman