

# 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, September 1, 2016, at 6:00 p.m. at the Brighton Lakes Clubhouse, 4250 Brighton Lakes Boulevard, Kissimmee, Florida 34744.

Present and constituting a quorum were:

Michelle Incandela	Chairman
John Mastromarino	Vice Chairman
Jennifer Palmer	Assistant Secretary
John McGrath	Assistant Secretary
Dolores Pieters	Assistant Secretary

Also present were:

Gary L. Moyer	District Manager
Tucker Mackie ( <i>via telephone</i> )	Attorney
Diana Alvez-Martins	Severn Trent Services
Al Desrosiers	Severn Trent Services
Bill Ford	Envera
Joe Grozier	American Ecosystems
Paul McCartan	Keep Safe Security
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

### 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.

### THIRD ORDER OF BUSINESS

### Approval of Minutes

**A. Minutes of the July 7, 2016 Workshop**

**B. Minutes of the July 7, 2016 Regular Meeting**

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

<p>On MOTION by Mr. Mastromarino, seconded by Mr. McGrath, with all in favor, unanimous approval was given to the minutes of the July 7, 2016, workshop and regular meeting.</p>
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**FOURTH ORDER OF BUSINESS**

**Audience Comments**

Mr. Jeff Slack stated I noticed for almost a week in a row that the guards at the gate left at 5:00 a.m. It is not every day, but it was several days in a row for almost a week.

Mr. Joe Klusko stated crime watch noticed a great deal of crime in the community, basically domestics, burglaries, and so forth. I do not know if the Board wanted to look into the possibility of roving patrols. The HOA hired someone in law enforcement patrolling for four hours on Tuesday and Friday. It was approved at the last meeting. I wonder if there is a possibility of having a roving patrol. It is affecting the community in many different aspects. I see Mr. Slack and Ms. Donna Slack are always out on Sundays, and I commend them for that. If you look at the crime statistics, crime always happens between 2:00 and 3:00 a.m. We have to do something in our community. I know that the Board has allocated funds and has reserve funds. I think it is imperative that we do something. Instead of four hours at the gate, they can do four hours patrolling. We need the eyes out in the field, not just staying at that one station. The gate is always up. I know that we put a lot of money into it and I know what the process is. We are paying \$25,000 and they have been broken once or twice. People who damage the gate should be held accountable.

Mr. Mastromarino stated Mr. Frawley prepares the crime watch meeting minutes. Mr. Frawley, Ms. Slack, or Mr. Klusko sends those minutes out. My question is about the prior minutes from the last meeting. It says that on the average reportable crimes in the course of the year, there may be one or two per month.

Mr. Klusko stated it increased to three or four. That was over a two-month period of time.

Mr. Mastromarino stated it more than doubled because three did not have addresses.

Mr. Klusko stated one was a domestic type of situation. By no means am I condoning it. If you look at what I provided to you, we have had burglaries, theft, and vandalism. It is not just an argument between husband and wife. It is another party. If you go out, your home is broken into. It is no longer the family members doing it to each other. It is now criminal activity at someone else's house. We are at the level where we have to do something. The HOA said that they have patrols a couple of times per week and asked if the CDD could allocate some funds or work out something in the interim. Maybe one day, they can hire someone from the sheriff's department to patrol four hours per week, on a Wednesday or Saturday night. When they complete their paperwork, they can

provide an incident report to the Board and not just sit in one spot. We want them out in the area.

Ms. Incandela stated I did not see this month's crime watch report. I would like to know from our officers if they feel that this increase is due to the same people who have not been apprehended. I noticed in previous reports that a number of break-ins occurred in vehicles that were not locked, which is a problem that we can address. I want to look more into those statistics. I want to know what our law enforcement response is, given the fact that we had that type of an increase, and if they are going to increase their patrols. We will follow up on that.

Mr. Klusko stated in the next couple of weeks, maybe we can have extra patrols in the area.

Ms. Incandela asked are we losing Deputy Angel Beltran?

Mr. Klusko responded he is staying for a period of time. He is retiring. As you can see, several of the incidents that we had were actual break-ins, like broken windows and slashed tires.

Mr. Moyer stated there were four residential burglaries, three vehicular burglaries, and three thefts. All of the rest of the 113 calls would not stop any of that.

Mr. Mastromarino stated we receive a lot of calls.

Ms. Incandela stated one thing that I would like to call to the attention of law enforcement is, a lot of times when you see those, it is a rash of them.

Mr. Klusko stated there is one individual in the community who is not following the rules of the community. My suggestion is, if they patrol their house and an officer is there, they are going to think twice.

Mr. Gerry Frawley stated today I looked at the fountain. As you leave the community, on the left side, it looks like it is getting short over the last couple of days.

Ms. Incandela asked was it under repair?

Mr. Frawley responded it was just repaired.

Mr. Smith stated it is probably settling.

Mr. Frawley stated I have one other observation, which I said many times. Did you get the throw ring for the pool? We had three, and now we have two.

Ms. Jennifer Giordano stated I went to the HOA about the ponds, and they said it is a CDD issue. The landscapers perform their work, but they do not care. They throw clippings into the ponds.

Mr. Mastromarino stated I live on a pond. I do not see that as the issue. I think what the issue might be is what looks like dead grass three feet from the shore. It is actually algae. As it starts to die and break away, it tends to flow and it also starts to turn brown, like grass would.

Ms. Giordano stated it looks like they are not picking up grass clippings. With the amount that has to be paid per home owner each year, it is an added upset to us as home owners that we have to see that.

Mr. Mastromarino stated the mowers are such that they are actually mulching mowers. They cut around the ponds. I know what you are saying. If I looked at my pond, it looks like there is three feet of dead grass but it is not. Did you notice the smell? It will start to smell.

Mr. Smith responded we have a report on the status of the ponds. There is algae this time of year, and it is a problem because of the temperature.

Ms. Giordano stated we have been Floridians for a little over a year, and I was not sure if that was normal.

Mr. Mastromarino stated I have lived here for six years. There was one other year that it was that bad. It was dry in June or July, and I think that may have contributed to it.

Mr. Giordano stated I know there is a problem with commercial vehicles. All the parking spaces by the basketball court from 10:00 p.m. until 5:00 a.m. are empty. We should have commercial vehicles park overnight in that barrier; however, it is a city street so we should check with the attorneys to see if we can legally charge a home owner to park there. I suggest that we charge \$10 per month to get a permit, and every night, the vehicle parked there must be removed by the morning. Those parking spots sit empty every night, and it is not in the way of the road. I did not know if we could do that legally.

Ms. Incandela stated I am not sure who owns the street by the basketball courts.

Mr. Giordano stated I am talking about where the school bus stops.

Mr. McGrath stated it is an HOA restriction to park commercial vehicles in a community.

Ms. Giordano stated I understand that.

Mr. Giordano stated we have lived here for a year, and every month it is always an issue. If you have a commercial vehicle, you have to park it somewhere.

Mr. Mastromarino stated when you bought into this community, you signed a document stating that you read and understood the covenants. In those covenants, it is stated that commercial vehicles are not allowed. We have had a great influx of renters in the community who do not have to receive a copy of the covenants, so it is incumbent upon home owners to enforce that.

Ms. Incandela stated I like the fact that you are thinking outside of the box for these types of solutions, but I am not sure that winding Brighton Lakes Boulevard with commercial vehicles during that time would be something that the residents would support. I see enforcement problems with that, but I will give thought to any other options.

Ms. Giordano stated it is only overnight and it is usually residents.

Ms. Incandela stated it starts out that way. But what happens if the vehicle gets left there? Who tows it and pays the fees?

Mr. Giordano stated you must have a way of towing it, which means we are going to need to have the sheriff come in. I assume you have to put up signs saying *Commercial Parking Only*. Right now there are no parking signs, so we are already dictating what that area can be used for.

Ms. Palmer stated my personal fear is, by allowing commercial vehicles, we would have a lot of complaints. In the middle of the night, if someone is not supposed to park there, who is going to be enforcing that to make sure that something is not going on that is shady? Who is going to monitor that in the middle of the night and tow a vehicle?

Ms. Incandela stated or if you are charging them to allow them to park in that spot and someone breaks into a vehicle, then liability issues come up.

Mr. Joseph Argentine stated we know who they are. I used to pay \$400 per month to park in Hoboken, and there were signs everywhere saying that the city was not liable if a vehicle was broken into even though I was paying \$400 per month. It was just a thought. There are ways around all of that. I did not know if we could do it because we technically do not own the streets. We received letters saying that we must pressure wash the sidewalks and trim the trees. The sidewalks by the clubhouse are black. When are those going to be cleaned? I have lived here 11 years.

Mr. Mastromarino stated I was going to ask that question myself. We perform maintenance, but some of it is asphalt. I was going to ask if we had a schedule for power washing.

Mr. Smith stated that is part of my report.

Mr. Argentine stated there is a berm behind my house. You used to spray it, weed whack it, and place pine needle mulch there. They do not do that anymore. It looks terrible.

Mr. Smith asked do you live on Patrician Circle?

Mr. Argentine responded yes, in the cul-de-sac.

Mr. Smith stated that is an issue that we are talking with Girard about. It is an issue of out of sight, out of mind, and they start letting it go. Now and then, we have to motivate Girard to take care of it.

Mr. Argentine stated vines are growing up and smothering the trees.

Ms. Incandela stated when you see an issue like that where it has been quite some time since Girard maintained an area, you do not have to wait for a meeting. You can either call Mr. Smith or any of the Board members about a particular area that was maintained in the past but was not maintained recently. Mr. Smith will contact you and Girard, so you do not have any long gaps where an area is not being addressed.

Mr. Mastromarino stated if you call Severn Trent, they can add you to a log that they maintain. Mr. Smith will address it.

Mr. Smith stated it has come up in our last two drive-throughs. They started clearing it, but sometimes they lose focus.

Mr. Augustine stated they keep forgetting that area.

Mr. Smith stated they still mow the open field behind you, but they keep missing that corner.

Mr. Augustine asked why do I have to be inconvenienced to come into where I live? Like you said before, we signed a contract when we bought this house for a 24-hour secured guard. It is not there. Why do I have to be inconvenienced three or four cars before me when that guardhouse serves no purpose at all? All they do is press a button. For three cars in a row, they open it for one car and then they close it. First of all, why do we need it? It is not deterring any crime. If you are a thief, you are not going to come here at night when everyone is at home. They are going to come in the daytime when people are working and in school, so why do we need the guardhouse? We can use that money to pressure wash the community.

Ms. Palmer responded the guardhouse does help.

Mr. Argentine stated I do not believe that.

Ms. Palmer stated I do not know if you attend the crime watch meetings. There has been an influx of crime in the area but for years now, with that guard being there the hours that he is there, our crime rate is actually lower than Bellalago and any other community in this area. I think it is a combination of things, including the fact that we have a good crime watch and active Board members. The community does care. There are some communities where people just do not care. I think in this community, they do more and stay more vigilant. The reason why the crime rate goes down at each meeting is because we have a guard who stops people and a camera to capture license plates.

Mr. Argentine asked if a camera is there, why do you need the guard?

Ms. Palmer responded we must have someone there to open it.

Mr. Argentine stated it is a private road and they cannot stop you.

Mr. Mastromarino stated it is not a private road. That is the issue.

Ms. Palmer stated it is a public access road because bonds were issued to purchase the land.

Mr. Argentine stated I was told that it was a covenanted street and that they cannot stop anybody from coming in.

Ms. Incandela stated we cannot stop anyone from having access to the community. What happened is, when those of us were original home owners who bought when the builder constructed this community, we were promised the 24-hour gate and security. They thought that the roads were privately constructed. It turned out later, through a lawsuit, that because public bond money was used during the construction of our roadway that our roads are public, so we are not allowed to stop anyone from entering the community. However, we came to an agreement where we were at least allowed to stop them temporarily where they can come to a stop before gaining entrance. The reason why we do that was because the system that we have right now does allow us to take a picture of vehicles that come and go during that time period, which has helped us to identify when they are having issues in the community because they will be able to look back on those license plates. The only reason we have the guard there for part of the time is because we tried to come up with a plan that was a hybrid plan that would keep our costs down while keeping a sense of security at the gate for those home owners who were promised a secure gate and someone to monitor that gate. Having that guard and that presence there is somewhat of a deterrent to someone, as opposed to having complete access with nothing. We are looking at different procedures for security and possibly

changing camera systems because our equipment is getting older and will be expensive to maintain. We are constantly looking at what we can do to tweak it. The system that we have right now is giving us a balance of some security that is not overwhelming the community with costs and allowing us to secure license plate. We do not want to go to having no security or to having people where they do not have access and have lines like they do at Bellalago where it takes 45 minutes to get to your house. That is why we have the system that we have. It has taken many years to try to come to the hybrid.

Mr. Augustine stated I see a lot of things here that seem ridiculous to me. This is a guardhouse. Why do you need a speed bump in front of it? Why not have a stop sign?

Ms. Incandela responded we tried that.

Mr. Augustine stated people drive 50 to 60 mph over the speed bump. Instead of having one big one, you should have four of them, one at every quarter mile.

Mr. Mastromarino stated we are actually going to install a stop sign at the corner of Maricaibo and Brighton Lakes Boulevard, so it becomes a four-way stop sign to force people to slow down. We talked about it at the last meeting.

Mr. Augustine stated you should have done that before.

Mr. McGrath stated this is the first time you told us. To address that particular speed bump, we have a lot of kids playing basketball.

Mr. Mastromarino stated the school bus stop is right there.

Mr. McGrath stated we knew that if there was one place to put a speed bump, we felt that was the place.

Ms. Palmer stated we wanted to start with one location and see how it worked over a period of time instead of spending money and putting it in every corner and then finding out that it was not a viable solution. We did discuss putting in additional speed bumps, and at the last meeting, we discussed putting in a four-way stop sign. It was something different. Some home owners do not like the speed bumps because of going up and over. The four-way stop was a way to enforce things more on that end and keep the speed bump here where the kids are. We really need people to slow down.

Ms. Incandela stated in reference to the one at the guardhouse, the reason that we had one there was because people were going through and not coming to a stop, so the camera was not able to capture the license plate.

Mr. Argentina stated beyond the stop sign, you do not need a speed bump. A handful of idiots are not here and the rest of us are paying for it.

Mr. Mastromarino stated we are trying to protect the ones who are not the idiots. Unfortunately, we have to pay the price. You do not want to be the one in front of that car to get rear ended.

Ms. Incandela stated we had a lot of problems because they were going through it. There were a lot of problems being done to the gates.

Mr. Argentina stated another thing is, you have these poles here and when someone comes around the turn, they are broken every month.

Ms. Palmer stated the reason we put them farther down the road was so that people would have more warning and could get around them. It was not a last-minute turnover to the other lane, causing additional problems. That is why they were there for so long. When we used to have the two lanes open and we would use bar codes, you mentioned that it was an inconvenience, but we were having visitors on the other side. By the time they got up there, they would sit and we would have to open the gate, which defeated the purpose of having a lane for a resident and for a non-resident. We closed off the one lane so that we would have complete control over what was going on and where people were entering and exiting. Because of where the lane was, we moved the traffic cones or poles farther back, so that people could get into the lane that they needed to and it would not cause last-minute congestion.

Mr. Argentina stated in one community, they had a barricade with a stop sign that could be moved from one side to the other.

Mr. Moyer stated there are 45 alternatives to what we have done, and many of them we have already tested. I think we ended up with a compromise. It is not going to be perfect. There will never be a perfect situation.

Mr. Smith stated most of them were engineered. We did not just go randomly from one to one. There are specifications that go with these poles. An engineer designed how they were supposed to be and the space in between them. We tried to follow that as closely as possible because otherwise, you open yourself to liabilities. You cannot randomly put them wherever you want, which is why we follow the typical engineered specifications on everything we put out there, including the speed humps and everything else.

Mr. Klusko stated the Board has done a good job. Keep up the good work.

Ms. Linda Dey stated I am from New York but my home is on Baykal Drive. I had this house since 2001, which is 15 years. I had to have people renting the house, which is

legal. I do not know if you are connected to the HOA where they tell you everything that is done. Most of what was being said to me was on behalf of the Brighton Lakes community. I requested that everything be sent to my house in New York because the person who took care of the house could not go to the mailbox. My address is on file. I received some letters about paying dues. One year I missed paying my dues and they actually sued me. There was a tenant who claimed that their truck was not allowed and he was charged up to \$7,000. I was trying to appeal it. I called Ms. Alba Sanchez and she never returned my calls. I do not want to upset anyone, so I am using her name as a reference.

Mr. Mastromarino asked what is your question about the CDD?

Ms. Dey asked why is the CDD not aware of what is happening in the community when it concerns personal property?

Ms. Palmer responded because the CDD only has authority over common areas within the community, areas such as the community recreation center and anything that is owned by the District. We maintain roads, landscaping, the community center, basketball courts, public parks, and anything that is public to be used by the community as a whole. The CDD has regulations. Anything that has to do with personal property, we have no jurisdiction over. That is what the HOA Board is for. They are a completely separate entity under different rules and regulations and different State guidelines. We have no control over them. We try to work together because we are part of the same community, but they do not report decisions to us, nor do we report decisions that have to do with public areas for their approval. They are completely separate from the CDD Board.

Ms. Dey stated the feedback that I received, not from any one person but from people I speak with around the neighborhood, was that the HOA is purposely doing this. You should know. You are part of the community. They took me to court. They refused to have an agreement. I have an attorney but he became sick. I wanted an agreement where I go to court or the attorney goes to court, and you make a deal. It is not my fault. I am the owner and pay a certain amount to the court and I could not target the tenant.

Mr. Mastromarino stated they can absolutely do that. They can do it to all of us here, as well.

Ms. Dey stated there were signed documents. They went to court illegally a month later after the attorney became sick. They put the property under a company that was a sham. I was told that was one of the companies they are using. They are taking people's

houses away. I had to go back to court to get the judge to reverse that. It is costing a lot of money. It is making people want to leave.

Ms. Incandela stated one thing that you can do is talk to those home owners. You said a number of people have concerns. You can educate them about the differences between the organizations. Unfortunately, all of those issues are HOA issues. We have a great deal of sympathy and understand. We have liaisons who go to HOA meetings so we are aware of issues that come up repeatedly and certain issues that our community has. That is the only connection we have, and there is nothing that we can do to get involved in that type of an issue. I suggest going to those meetings with those who you have spoken with, voicing those concerns with the HOA, and using your power to vote for Board members at your HOA Board meetings when you have the opportunity if you feel that it is not being managed correctly. Unfortunately, there is nothing that we can do to assist you in any of those issues.

Ms. Dey asked what can the CDD do to get a percentage of home owners to remove the Board members? There must be a percentage of home owners, I believe 40%, to get this dishonest, unruly person removed from the Board because it is not fair.

Mr. Mastromarino responded yes, 40%.

Ms. Incandela stated the HOA is completely separate from the CDD. You would have to address this with the HOA.

Mr. Klusko stated I will be there.

Mr. Mastromarino stated I want to thank everyone for being here. This is the largest crowd that I have ever seen including even our budget meetings, which affects all our pockets. The more people who come to the meetings, the more you learn what happens. I never knew when I first moved here the difference between the HOA and the CDD, but now I am fairly knowledgeable on how it works. You go to meetings, voice your opinion, and learn. If no one shows up at meetings, then nobody has any input. Everybody who sits up here is a resident and a CDD Board member. We do what we think is best, as I am sure that the HOA does. The more you voice your opinion and attend meetings, the better it is for you and the community.

Mr. Ali Khadraoui asked when will the gate be repaired? It has been too long.

Ms. Incandela responded good question. We spent a lot of time on this matter.

Mr. McGrath stated we are going to resolve that tonight. You are right; it has been too long.

Mr. Khadraoui stated all the HOA does is talk about issuing fines.

## **FIFTH ORDER OF BUSINESS**

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

#### **A. Aquatic Weed Maintenance – American Ecosystems**

Mr. Grozier stated the last couple of months, Mr. Claudio Bessa and I have been out here taking care of Brighton Lakes. July was one of the driest months in the history of the State, and that had a lot to do with the algae growth. At first it slowed the growth but did not help with the algae blooms. The last couple of weeks, we were able to control the algae. Now we have hydrilla in nearly every pond. Mr. Bessa and I talked about treating the hydrilla since the algae has cleared up.

Ms. Incandela stated pond maintenance is a balance. I see stuff out there and tell them to kill it. You cannot do that. It is an ecosystem with fish and beneficial plants. It is complicated and difficult for these guys to manage it. They are out there frequently trying to manage the chemicals, wildlife, and plants, but it is an ongoing process. If you have any questions, you do not have to wait for meetings. You can send emails to Mr. Smith or call Severn Trent. They will call Mr. Grozier or Mr. Bessa.

Mr. Grozier stated contact Mr. Bessa if you have any concerns. We are not out here every day of every week. We come out here a couple of times per month. It is impossible for us to know every little thing. It helps us if you would call to let me know about an algae problem in a specific pond, and we will be out there.

Mr. Mastromarino asked with the threat of the zika virus and the mosquitoes, do we need to be concerned about our ponds?

Mr. Grozier responded we do not provide mosquito treatments.

Mr. Mastromarino asked is that something you would notice in your course of your treatments?

Mr. Grozier responded there is an increase in mosquitoes anywhere.

Mr. Moyer stated we had a couple of presentations from other communities on mosquitoes. The type of mosquito that carries the virus is not an open-water mosquito. The standing water on your property is what they like to breed in.

Ms. Elizabeth Moreau stated the pond by the Brighton Lakes fountain before Patrician Circle is filled with papers and shopping bags. Who cleans that?

Mr. Smith responded we do. Is it in the water?

Ms. Moreau responded it is on the side around the lake bank.

Mr. Smith stated if it is in the grass, then the landscape company will take care of it. If it is not in the grass where they mow, we remove it.

Ms. Incandela stated that is not a daily job.

Mr. Mastromarino stated a few times a year, we have someone go out there.

Mr. Smith stated we will discuss that under my report.

Mr. McGrath stated the bad part about it is not necessarily where it is as much as where it came from. Everything has to come from somewhere. We have people who throw stuff out of their car and people who have garbage cans without lids. Every once in a while, it gets windy. It is going to continue to be a problem that we are going to have to continue to try to mitigate. Every individual should maintain their own property. If I see something, I need to pick it up.

**B. Security – Keep Safe Security**

Mr. McCartan stated we have two guards posted at the recreation facility. It seems to be working well. They are there late on Wednesdays. It has been quieter than previous summers, perhaps because we had good weather with occasional afternoon storms. The protocol seems to be working well with regard to access to the pool and basketball courts, which historically has been the biggest concern. We did have some human waste material in the pool, and the guard closed the pool and called Severn Trent. It was documented in a report. I spoke to the guard. We are aware of the gatehouse issues at Kariba and Volta. The guards are used to it and try to make the best of what they can with the communication issues. The system does not communicate with the gatehouse. The guards try to appease the residents when there is an issue. There have been mechanical failures at the main gate. The guest gate arm was at 45 degrees, so they removed it and routed everyone through the resident side. In response to Mr. Khadraoui's question, when the arm was removed, a lady decided that it was a free-for-all and went straight through the gate and took the barrier off. There was a period when it had no barrier. We put out a stop sign and cones. It never fails to astound me how people forget that there is a gate. People want to get home, and they do not care if they hit the guard. Regarding crime, we work with Tampa police department, and they have been busy dealing with vehicle thefts. People are popping hoods and stealing batteries. Crime is still down due to the police department driving through the District. This summer there was a big resurgence in crime. I do not know why since the economy is better.

Mr. Khadraoui asked why is the gate still broken?

Mr. Smith responded they are broken because the actual mechanism is not operating. It is old and needs a new panel. We have to obtain proposals. I was trying to keep it running. It was running during our last meeting. This has been happening for years.

Ms. Palmer stated it is not because someone damaged it. It is because of wear and tear. They are not manufacturing the piece that we need for it so we have to replace it out completely.

Mr. Khadraoui asked do we have to wait a year?

Mr. McGrath responded we have a proposal for that.

Mr. Moyer stated this is the way governments run, and this is a government. The reason that we have audience comments is to get you involved and to hear your comments so that the Board can address them. This is not a free-for-all discussion. The Board is very accommodating, but we cannot have 25 comments on every agenda item because that is not an efficient way to run a meeting.

Mr. Khadraoui stated you should have let us know from the beginning.

Mr. Moyer stated that is what we did.

Mr. McCartan stated changing the covenants is a major legal process. With regard to patrols, you have proposals for a mobile patrol. There has been some pushback from the HOA. They are saying that vehicles are on CDD roads and so the CDD should pay for it. I think we estimated \$.21 per day per house.

Ms. Incandela asked do we know the lady who ran through the gate?

Mr. McCartan responded no.

Ms. Incandela asked was it intentional?

Mr. McCartan responded there was an email with the details.

Ms. Incandela stated I saw the email.

### **C. Envera's Proposal for the Camera System and Gates**

Mr. Smith stated what I just provided to you is different than what was in your agenda package. At the last meeting, we discussed the camera system and replacing the Kariba and Volta gates. I met with Mr. Ford and asked him to provide a proposal for new gates. They have 24-hour gates. I suggested that we have two gates on either side rather than four; that way, we would have fewer problems. The quote is for an operating gate. They are not charging us for that upgrade. That was part of the negotiations. For example, at Kariba, you are going to have two gates versus four: one on either side. The original proposal from last month had four cameras. Now we are going to have six

cameras. We also discussed having two buttons on the kiosk; one you can call, and the other would be a green button that would be pushed to go in. You are also going to have a bar code reader that will continue to be in operation. The home owners inside are not going to push the green button. They are going to be driving by the bar code reader that will lift the gate. I would like to have more security. We can use the same post orders that we have at the guardhouse with the guards who are going to be the virtual guards and a kiosk. They are obviously going to have to let everybody in at one point, but they would ask some brief questions that are in our post orders. We would give them to Envera. The visitor would stop at the virtual guard, talk to somebody, then they would speak to a guard, and the guard would let them in after a few brief questions. I think that would add to the feeling of security, versus someone driving up and pushing a button. However, with all of the cameras that we are going to have, we will still be able to get facial pictures as well as identify the vehicle and the tag. That is some of the negotiation that I went through. I think the proposals are in line with what you are looking for at almost the same price for just a camera system. We would have new gates. They are German-made gates. Envera gave me the analogy of a Mercedes Benz versus a Kia. There was no additional cost for those additional gates. They will be LED. We are not going to be paying for as many gates. Some gates will still be maintained through ACT, which is now known as Action Security. They work with Envera. These gates also have a sensor on them, so if a gate does not go all the way up, a sensor would notify Envera that there is a problem. They, in turn, notify us and at the same time notify Action.

Mr. McGrath stated that should lower the downtime.

Mr. Smith stated correct. We have been having ACT come out to fix a gate arm at Kariba but they do not check Volta. Then it becomes a major battle because we are not paying them, so they are not responding. Now that goes away. We are working with Envera for VillaSol, and it is a very clean system and everyone knows that they are responsive, which is very helpful. In addition, we need to replace the gates at the guardhouse because those are breaking down. The gates are very old and outdated. Envera also provided a price for the camera system and the gates for the guardhouse. This does not include the virtual guard. We would continue to keep our live guard there, but the gate would run much more efficiently. They will also be monitored. We would have a much better camera system. I think it will help the guards who are there. The arms would be LED.

Mr. Ford asked does everyone understand the purpose of the LED?

Mr. McGrath responded low cost, high visibility.

Mr. Ford stated correct. When the arm is down, it glows red; when it opens, the arm turns green, so someone knows that they can go through it. We have not had any hits.

Ms. Palmer asked is this proposal for 24-hour monitoring of all of the gates?

Mr. Ford responded there are two quotes.

Ms. Palmer responded the other is for new gates, security guards, and a virtual guard at Kariba and Volta.

Mr. Ford stated yes. I was asked to give you a quote for either/or. It does not matter what kiosk you choose at Volta and Kariba. There is a quote for how much that would be. It includes all new cameras and new LED arms. We offered it to you at the last meeting. You have two quotes. One is for a passive video at the main entrance and virtual guard monitoring at other entrances. That is a fully fledged system without the kiosk. We offered a very substantial discount for the main entrance. The quote shows the discount with all of the bar code readers working and fully functional. If you say two years from now or six years from now, you want a kiosk and not have a physical guard, we would just put a kiosk in there and you would pay a monthly fee.

Mr. Mastromarino stated in the far right column on both proposals, you list the reoccurring monthly investment. If I look at the totals, is that figure amortized over 12 months or is it times 12?

Mr. Ford responded that is a monthly fee.

Ms. Palmer stated we would be paying either \$45,000 or \$85,000 per year.

Mr. Mastromarino stated just to use the gate, plus an initial investment.

Ms. Palmer stated the initial investment would be paid out of reserves. What we have to look at is a monthly budgeted item and where we are with our budget right now. If we were to go with the 24-hour monitoring, would this eliminate our need for having a guard at all, and it would be completely virtual guards at all entrances?

Mr. Ford responded yes.

Ms. Palmer asked you would be giving us a virtual guard 24 hours per day.

Mr. Ford stated versus your current 12-hour monitoring and you would save money.

Ms. Palmer stated we still have guards.

Mr. Ford stated the guards would be sitting at the gate for 12 hours.

Ms. Palmer stated never mind the initial fee because that is coming out of reserves; we have to look at that completely separate from our budget.

Mr. McGrath stated there is no question about that.

Ms. Palmer stated for \$85,000, we get 24-hour security at all three gates.

Mr. Ford stated yes.

Ms. Palmer stated we do not have Mr. McCartan or someone there. We have a 24-hour virtual guard.

Mr. McGrath stated that is an improvement

Ms. Palmer stated as a home owner, hands down, this is a great deal. We could never provide that with a person standing there. Fiscally, it is not within our means. We have to look at this with what we have budgeted for next year. I am only one voice, but to me, this is what the home owners were completely promised.

Mr. Mastromarino stated it is not even close.

Ms. Palmer stated it is the closest that we have been able to provide somebody what they were promised. I was promised 24-hour gated security. I cannot prevent someone coming in, but I can stop them, ask them a question to find out where they are going, have six cameras at each entrance taking their photo, and let them in, which is better than what we have ever been able to do. As a Board member sitting on this Board for many years, this is the closest I have ever seen to us being able to fiscally afford something close to what home owners were originally told by a developer who lied to them.

Ms. Incandela asked at the two side gates, if we decided that we wanted to leave a guard in the guardhouse and we wanted to switch later to go to a virtual guard at the main guardhouse, is there any issue with switching later on?

Mr. Ford responded no.

Mr. Smith stated step one would be Volta and Kariba and the cameras and gates at the guardhouse but not the virtual guard. This is without the virtual guard cost. If we purchased all of that equipment and had it installed, what would it cost?

Mr. Ford responded that is called an asset amortization system.

Ms. Palmer stated it is \$3,573.

Mr. Ford stated correct.

Mr. Smith stated that would be a capital cost on just the equipment. If we pay it all in one payment, that would be the \$85,000 cost.

Mr. Ford stated correct.

Mr. Smith asked what would be the monthly cost for the virtual guard?

Mr. Ford responded the only difference is where it says 24-hour CDD kiosk monitoring.

Ms. Palmer asked what do we pay Keep Safe Security?

Mr. Mastromarino responded \$17 per hour.

Mr. McGrath stated we need to compare what we pay Envera versus what we pay Mr. McCartan.

Ms. Palmer stated we pay them for 11 hours.

Mr. Mastromarino asked going to a single gate versus a dual gate, are we going to see the gates close down? The demographics of this area have changed. We have a lot more different people than we had two to four years ago. I would think we would see more potential tailgaters, knowing that we have a gate system like that. With a one-gate system, is that better or worse than the two-gate system?

Mr. Smith responded at Volta and Kariba where you do not have that high level of traffic, you do not have many people trying to get in. At the guardhouse, you are going to have a shorter gate, so you will have a faster gate, plus you have speed bumps and whatever else you need to do. At some point, if you decide to go with the virtual guard, then you have those four extra gates that were not installed before. You could have a corral type of gate system.

Mr. Mastromarino asked do the cameras allow us to see or capture those tailgaters?

Mr. Ford responded yes.

Mr. Mastromarino stated so we would be able to identify them if that is a real problem.

Mr. Ford stated you would have the face of the person, as well as the tag. The cameras are strategically set so that as a car comes through, they have three feet so you are able to grab the first tag. As soon as that happens, we grab that.

Ms. Palmer asked if we were to do 12-hour monitoring at all entrances, does that cost less?

Mr. Ford responded not in half, but it does go down.

Mr. Mastromarino stated it cuts down the items in the right-hand column.

Ms. Palmer stated if you keep Mr. McCartan or do this for 24 hours per day, it is \$19,000 more per year.

Mr. Ford stated it is \$3,338 for 12-hour monitoring.

Ms. Pieters asked if we go with the 24-hour monitoring, what happens to the community center? Is that an additional cost?

Mr. McGrath responded yes. As long as we continue to think it is important to have security here, that is a standalone fee and has nothing to do with what we are talking about now.

Mr. Mastromarino stated on a 24-hour basis using the recurring monthly investment, it would cost us \$88,000 per year.

Ms. Palmer asked what if we went to 12 hours per day?

Mr. Mastromarino responded it would be cut in half.

Ms. Palmer stated no, it is not cut in half. I think there is room for some negotiation. Mr. Ford is saying that if we went to 12-hour monitoring, the cost is \$3,338 from \$4,163 for 24-hour monitoring. It brings the cost to \$77,940 per year for 12-hour monitoring, versus \$87,840 for 24-hour monitoring.

Mr. Ford stated just to make sure that you understand, the cost is for 24-hour monitoring at three entrances. If we just replaced the guard at the main gate, it does not make sense. You are at a lot less money for a physical guard.

Ms. Palmer stated for what a physical guard is costing right now, it would not be a lot less.

Mr. Ford stated you are 100% correct.

Mr. McGrath stated Mr. Smith, you have spent a lot of time on this. You are going to get the accolades. Are you comfortable if we approve this expenditure that if somebody does something, they should end up paying instead of the entire community, and that the problems in the past with the camera system and storage time are gone and we, in fact, will be able to catch them?

Mr. Smith responded not necessarily. It depends on who goes through there. You are sending them letters and they are not necessarily going to pay. Then you have to have legal counsel send letters. Just because you have them on camera and send them a bill does not mean that they will pay.

Mr. McGrath asked are you confident that we will have them on camera?

Mr. Smith responded yes. It will be 75% better than what you have now.

Mr. McGrath asked is there anything else that has not been covered here that we need?

Mr. Smith responded what you are going to find is, if we have the virtual guard at the guardhouse, you still have the opportunity for people coming in the gate through the exit side. Once the gate goes up, you will have people following other people.

Ms. Palmer stated you said that we would have a second gate arm.

Mr. Smith stated that would be an additional cost.

Ms. Palmer asked did we talk about that?

Mr. Smith responded yes. You could ask Envera, as part of the other two gates, to include the extra arm. What happens is, a car enters the corral, one gate arm goes down, and the other goes up. That ideally is the best way to go but that is not part of this deal. What you currently have is, a car goes up to the guard, the guard says they may enter, the gate arm is going to go up, and the five cars behind the car try to get in.

Ms. Incandela stated when you have the double gates, there will be longer lines.

Mr. Smith stated not the home owners. The home owners will be coming in on the home owner's side. What you will get is cars coming in with home owners and getting stuck. Then the home owner behind them will let them in. For a period of time, you are going to have unhappy home owners and unhappy guests until they learn the system and understand what is going on and you have all the proper signage.

Ms. Palmer stated with their own gate, a home owner is going to go through quicker.

Mr. Smith stated no.

Ms. Palmer stated they are not going to have to sit there and press a button. When they go up to the gate, the gate will open from their bar code.

Mr. Smith stated what then will happen is the guards are sitting there staffing other vehicles. The gate will go up and they will go through and other cars may go through, but they are going to have to get in that line.

Ms. Palmer stated I understand that.

Mr. Smith stated if you have 20 cars sitting there and a home owner goes through with their bar code, people will get in. That will not go over very well.

Mr. McGrath stated no.

Mr. Smith stated so you need to have the resident side versus the guest side.

A resident stated you mentioned that there would be a bar code gate. Would it be on the right hand side of the gate?

Mr. Smith responded it is already out there and I believe we already have some of those bar codes. What we would probably do is provide each home owner two of those

bar codes. Generally that is how many we give them. If they want to purchase more, then they can purchase more. I do not know what the cost of the bar code is, but it is somewhere between \$5 and \$15 each. Normally we allow two per household.

Mr. Klusko asked what if you have more than three cars?

Mr. Smith responded you could purchase more bar codes.

Ms. Palmer stated you could go through the visitor's lane.

Mr. Klusko stated I am a home owner. I should have a bar code.

Ms. Palmer stated we can discuss this. We are looking at the best possible solution because there are people who do not like the way that the system works right now. We know that we have to replace some gates and there are some things that we have to do, so we are looking at some solutions based on Mr. Smith's and Mr. Moyer's expertise in other communities and some of the things that they have done that might provide the best solution. Unfortunately, when we say that we will provide 24-hour security, you also will be paying for it because it will come out of your CDD assessments. In the past, we provided a certain number of bar codes and then we said that out of that number, if somebody wanted to change a car, they would have to buy another bar code. It is like Sunpass where I have to replace it if I replace my car. We are trying to do what is best for the entire community.

Mr. Smith stated the Board can institute whatever policy you want. First we have to get the gates in, and that is what we are doing now. We can discuss the bar codes at a later date.

Mr. Ford stated I would like to address questions you asked originally about tailgating issues and speeding. There is no doubt that a 20-foot arm is slower than a 12-foot arm. You will notice that the quote is for high-speed arms. You will have a high-speed, 20-foot arm. It will take two seconds to go up and down. You currently have arms that take four or five seconds to go up and down. The arms that we are looking at to put at the main gatehouse, which is the majority of your traffic, will take 1.2 seconds. There is no doubt that it will help prevent tailgating. It is designed to help prevent tailgating.

Mr. Mastromarino stated if we do this, we are going through a learning curve. Do we need to be concerned about damage to vehicles? If that happens, who will be responsible: Envera or the CDD?

Mr. Ford responded if it is functioning wrong, it is our responsibility.

Ms. Palmer asked what if they run through the gate?

Mr. Ford responded we are not responsible, but if it malfunctions, we have insurance for it.

Mr. McGrath stated tailgating will hardly be an issue because we have a video for it.

Mr. Mastromarino asked if the gates move so fast, assuming that I am not a tailgater and I come in and happen to be a very slow driver, is there the potential that the gate will come down and hit my vehicle?

Mr. Ford responded no. There is a sensor to prevent the gate from coming down.

Ms. Palmer stated I would also think that we would send out notices to people ahead of time to make them aware. We should send out the notices a couple of weeks beforehand. I want to make sure that if we do the system, we are not getting rid of Mr. McCartan, as they have a vested interest in helping us to make sure that the transition is successful because he is going to want to keep the contract. I would think that you would have a period of time where you continue to educate residents.

Mr. Smith stated with the amount of money that you save, you can use that money for patrols.

Mr. Ford stated the quote is for full maintenance of the gates. If it malfunctions, we replace it. The only things that we are not responsible for are acts of God and vandalism.

Ms. Palmer asked is the in-house security for just the gatehouse?

Mr. Smith responded it is for both. I believe the price is \$140,000.

Mr. Moyer stated it is \$105,000.

Ms. Palmer asked can we include it in next year's budget?

Mr. Moyer responded yes.

Ms. Incandela stated so if a sensor breaks and a board goes down, it is covered under maintenance and is not an additional repair cost.

Mr. Ford stated correct.

Ms. Incandela stated the only thing that we are responsible for is vandalism.

Mr. Ford stated yes and an act of God. The quote that you have in front of you includes full labor. When we come out here, we get it fixed and running. Each camera is checked daily to make sure that all are functioning. It is checked every time someone comes in to the entrance, but if you do not have anyone coming in your entrance for the entire day, we still validate the cameras so it is functioning. If we see that it is black or not working, we come out and fix it.

Ms. Incandela stated I know that we were talking about virtual guards at each kiosk. Are they seeing a virtual guard or hearing it?

Mr. Ford responded it is two-way audio and one-way video. We are looking at them but they are not seeing us. We have 165 guards who are sitting there at computers monitoring cameras and processing people through. It does not matter which CDD kiosk you choose. We know that it is a CDD and we discuss the procedure with the guards. However, your procedure is now to go through the front gate, but you could now have all three entrances.

Mr. Mastromarino stated we historically had issues with the wiring of different systems that we have. Is that all included in this proposal or is there an additional cost?

Mr. Ford responded no.

Mr. McGrath stated will wires underground for internet connections continue? Are we going to have new wires?

Mr. Smith responded if we changed to Brighthouse, they would have cables that we would tie into. We would have a new cable. We currently have Century Link.

Ms. Palmer stated if we went with 12-hour per day monitoring and have a guard here eight hours per day, we would be within budget. We might be able to stay under budget by having rotating days.

Mr. Smith stated yes.

Ms. Palmer stated we would have eight hours here with a guard and 12 hours with a virtual guard.

Mr. Mastromarino asked do we need to put this out for bid?

Mr. Moyer responded no, our threshold is \$195,000.

Ms. Pieters stated I like the 24-hour monitoring, as long as we budgeted for it, including the community center.

Ms. Palmer stated if we do the 24-hour monitoring, we are going to be over budget.

Mr. Mastromarino stated we could always see how it works for the first year.

Mr. McGrath stated that may be an easier way to get our feet wet. We can do the 12-hour monitoring and, contingent that it is going to work well, it would make sense to go to 24-hour monitoring.

Mr. Mastromarino stated we even need to revisit the 12-hour monitoring. I often thought about the guard, and I am amazed that they stay awake. Do we need a 12-hour guard and what period should we consider?

Ms. Palmer responded I think when you are looking at going from \$4,100 per month for 24-hour monitoring, versus \$3,300 for 12-hours, I cannot imagine that you save that much more money. Do you understand what I am saying?

Mr. McGrath responded yes.

Ms. Palmer stated there is an \$800 difference between the 12-hour monitoring and 24-hour monitoring. If you went with the 24-hour monitoring, you would eliminate the problems of having three eight-hour shifts. You are going to be over budget by \$14,480 for the year, which we have reserves for the pool area. You are not going to use your total reserves for the pool area. I cannot imagine that a lot of reserve items are going to come up.

Mr. Mastromarino stated I have a question regarding the monthly investment. We have some hard figures for this year. Typically, do the rates go up next year or the year after, percentage wise?

Mr. Ford responded we work off a three- or five-year program. If you want a three-year program, it will not increase at all. If taxes go up, then it will increase.

Mr. Mastromarino stated taxes always go up.

Ms. Palmer stated he is referring to sales tax.

Mr. Moyer stated the District is not charged sales tax.

Mr. Ford stated at the end of the three- or five-year term, the hope is that it would continue at that point. The cost could same the same. We rarely do not increase the price unless there is a major change, such as the number of homes increasing, but we would know about it ahead of time.

Ms. Incandela asked what can we do to keep the price down for 24-hour monitoring? What if we do not use the double gates?

Mr. Mastromarino responded we do not even have the double gates included; I mean the corral system.

Ms. Palmer stated that is the left-hand side. Your costs are for the right-hand side, which is the guard. This is the largest cost, other than the two-button virtual guard system. Monitoring is the big ticket item.

Mr. Moyer stated to do the 12-hour monitoring, I am assuming that everyone continues to go through the guard side of the gatehouse. We do not have anyone come out here and put those cones in anymore.

Mr. Smith stated that is true. You have the attendant. If the attendant does not show up, the gates remain up.

Mr. Moyer stated on both sides.

Mr. Mastromarino stated when you looked at these numbers and the recurring monthly expense, if you reduce the budget for Volta and Kariba because it is based on 24-hour monitoring, we have different scenarios. We are reducing the \$907 per month.

Ms. Incandela stated if it is 24-hour monitoring versus 12-hour monitoring, the only difference is the virtual guard.

Mr. Ford stated there is a kiosk rental charge, which includes hardware and software upgrades. There is no installation fee.

Ms. Incandela asked what is the rental charge?

Mr. Ford responded roughly \$500 per month, which is included in the total amount.

Mr. Mastromarino asked is that for all three gates?

Mr. Ford responded no, \$500 for each gate, for a total of \$1,500.

Ms. Incandela stated at the main gate that is \$500 out of \$4,160 and we are reducing the 12-hour monitoring to \$3,338. I am not seeing how a \$500 rental is making that price go down.

Mr. Ford stated I understand what you are saying. The answer to your question is, we rarely do 12-hour monitoring in any community.

Mr. McGrath stated the system works best with 24-hour monitoring.

Mr. Ford stated correct.

Mr. McGrath stated I would think that we would get the best option by doing the 24-hour monitoring.

Mr. Ford stated we handle 300 communities that have what you are considering. I sent you a list earlier. There must be 20 or 30 CDDs throughout the State that we handle. We could open up the gates during the day and close them at night. You will save money, but it will not accomplish all of your goals. You can do that to start with. I do not ever recommend it because you want to have security.

Ms. Palmer stated if we did the 24-hour monitoring, then you could take money from reserves.

Mr. McGrath asked would the guards be here seven days for eight hours?

Ms. Palmer responded yes.

Mr. Mastromarino stated we talked about some of the hard savings that we have for the guard and the gates. As far as what we have paid on a yearly basis with ACT for repairs and maintenance, that is not even figured out in these numbers. We budgeted \$25,000 per year for repairs and maintenance and do not need to budget that anymore.

Mr. Smith stated you are still going to have damages.

Mr. McGrath stated people are not going to be complaining that the gates are down for eight days.

Mr. Mastromarino asked what is the timeline for installation?

Mr. Ford responded we are running 60 to 90 days. This is not something that we just put in. There is a lot of planning. We orient your entire system.

Mr. Mastromarino asked if we agreed right now, would we have to wait 60 to 90 days?

Mr. Ford responded yes. You will have it in before the Thanksgiving and Christmas holidays.

Ms. Palmer asked if it is five days per week monitoring for eight hours per day, we will be just over budget.

Mr. McGrath stated we have the money. I want to be able to finish something where we made progress instead of constantly putting bandages on the old system. We are going to have to spend money. Mr. Ford will come up with a way for us to spend a few dollars less to get us signed. I think we should do 24-monitoring and keep the security guard here, like we are doing.

Ms. Incandela asked can someone explain to me how this is not going to cause traffic jams?

Ms. Palmer responded in Bellalago, they are stopping you, checking driver licenses, and writing information down. Here, they are not going to be writing down driver licenses. They will not have to take down all of that information. That is one thing.

Mr. Smith stated your residents will not feel the pain as your guests will. Your guest lane will eventually back up. At some point, they could receive direction to open the gate after they see 30 cars.

Ms. Palmer asked how do they see 30 cars?

Mr. Ford responded we have sensors in the ground.

Ms. Palmer asked how far back do the sensors go?

Mr. Ford responded the first one sees the second car, the next one sees the fourth car and the third one sees the sixth car. It is based on your decision. We may have them come up to capture their face and tag before we let them come in.

Mr. Mastromarino asked just based on your experience of how the equipment works, what can we expect for delays?

Mr. McGrath responded there will be delays at 5:00 p.m.

Mr. Ford stated in the beginning is a learning stage. There is no doubt that your community is going to change. Your residents now need to go to the right lane and continue to go through with their bar codes, and guests will need to check in, and we will release them right away. It depends on what we have to ask them. In most CDDs, you ask who they are here to see and then open up the gate. There are no questions asked.

Ms. Palmer stated your guards are writing down their tag number and who they are here to see.

Mr. Ford stated we could take it to whatever degree you want. You can say that they are on your list.

Ms. Palmer stated right now, we do not have any information like we have right now. Ms. Mackie, could we keep that information?

Ms. Mackie responded the way I understood it was that the gate code protocol would not be changing. I want to be clear that we need to make sure that they have the gate codes up to date. That was negotiated between the County and the District. You cannot change that. One hypothetical is that somebody is asked those questions and you would provide them access. It would not prohibit someone from still getting into the community.

Mr. Mastromarino stated correct.

Ms. Mackie stated I just want to be clear that we would not be able to prohibit them. I think there are several questions that we are authorized to ask, pursuant to the Code of Conduct approved by the County.

Mr. Smith stated you will find that you are going to have a list for anyone who comes to your house regularly. You would put them on a list and they would say their name at the gate. They just give their name, and if they are on the list, they get access.

Mr. Ford stated if they are on your list, they click and go.

Ms. Palmer stated so every home owner must follow the protocol of being able to use the system. It is 24-hour monitoring. Every resident would be given a number that they call and say that they have a guest coming in to be given access.

Mr. Ford stated yes. A home owner could also go onto Envera.com. It is not required.

Mr. Smith stated Envera would give a home owner a certain number of people that they could allow in. They would not put everyone in town.

Ms. Palmer stated I understand. My point is, if someone comes to the gate and says they are here to see Mr. Jones, why would it take more time for them to get access?

Mr. Ford responded that is a good question. If they are in the database, they push a button. It is there. As soon as they put that name into the system, the system recognizes it and puts it in the database.

Ms. Palmer stated they are not taking that information now.

Mr. Smith stated whether or not they put in their information, the gate will go up. They will push the button and tell the virtual guard that they are here to see a house on Huron Circle with a real estate agent. The guard will ask if they have the exact address. They will ask them a couple of minor questions.

Mr. Mastromarino stated someone giving their name is what security is.

Ms. Palmer stated here is my point. The delays that we are going to have by asking those questions will back up that lane, but if we see that it is causing major delays, we could say as a Board that we are seeing these huge delays and we need to tweak this system. But it is nice to know that we have these options.

Mr. Mastromarino stated there are certain periods of time during the day when we anticipate traffic. How many visitors come in between 5:00 p.m. and 6:00 p.m.? Not as many as residents come in. That would be where a backup would occur.

Ms. Palmer stated we could say peak times are from 5:00 p.m. to 6:00 p.m., and after 11:00 p.m. and during the day when everyone is at school, there is no traffic. We could ask the guard at the guardhouses what the busiest two hours are.

Mr. Ford stated we do not want to confuse our guards. The protocol that we normally work under, if the Board gives us permission, is to ask the appropriate questions during a non-busy time. Say two or three cars are sitting there. If a fourth car comes along, it tells us that we have people stacked up. We will say "Thank you very much" and let them in.

Mr. Mastromarino stated think about what we want to prevent. We want to prevent people who do not belong here. They are going to come in during an off hour. They are not going to want to stand in line with other cars because they may be identified. We want to prevent people who use our facilities.

Mr. Smith stated particularly contractors. If a panel truck comes in and pulls up, we ask them where they are going and what the address is. You would move them along but you would get a picture of the vehicle and license plate.

Mr. Ford stated the neat part about it is, that van that pulls up and sees a camera in his face and talks to somebody. Chances are he is going to say he has the wrong community and will turn around.

Ms. Pieters stated we are going to anticipate that there is going to be some problems but we know that we have to change the system.

Mr. McGrath stated yes.

Ms. Pieters stated what we have now is not working.

Mr. Smith stated the equipment you have out there is 20 years old. It will definitely be better, no question about that. At first you will get calls. We will try to inform everybody the best we can. It will work.

Mr. McGrath asked how will this impact Ms. Alvez-Martins? Is she going to have to make a list? Will she have more work or less work?

Ms. Alvez-Martins responded less work.

Mr. Smith stated you will have more reports coming. Over the weekend, I will continually get texts on my phone. That increases but the professionalism of the system versus working with the system and the problems that we have now go away. I feel much more confident about the new system.

Mr. McGrath asked is there any need for the guardhouse to install a gate where people go out?

Mr. Smith responded if you find that to be a problem, then we will have to look at it. It is a hard area to pull out of. You may get an occasional teenager pulling out.

Ms. Incandela stated I appreciate the increasing gate speed, but if they are sitting out there having to answer questions, it may slow down. At one point we said "Welcome to Brighton Lakes." They saw you and knew they were there but it did not delay anything.

Ms. Palmer stated you start with that.

Mr. Smith stated what happens is, they push the button and the guard turns on and says “Welcome to Brighton Lakes. How may I help you?”

Mr. Ford stated let me tell you exactly how it works. There is a sensor in the ground. The car pulls up, it clicks on automatically and a recording comes on saying “Welcome to Brighton Lakes,” and the operator will ask whatever questions you want and then either puts the information in or opens up the gate. It recognizes that someone is there. It happens instantaneously. A button is there and a sensor is underneath it. As soon as it picks up that vehicle, it starts the process.

Ms. Palmer stated if someone is there, they are going to say who they are here to see. It will be a learning process because people will not know what to expect, but people will learn the system. Ms. Pieters is 100% right. We had the same system for 11 years and it was a problem. I know this is not what people were promised, but it is the closest to anything that people were promised that we can do.

Mr. Mastromarino asked Ms. Mackie, based on the agreement that we have with the court, what can we say and not say?

Mr. Smith responded Ms. Mackie provided that.

Mr. Moyer asked what does the Board want to do?

Mr. Mastromarino responded if we agree today, it is still a 60- to 90-day period.

Ms. Pieters asked what is the termination provision?

Ms. Palmer responded we have a 30-day termination clause.

Ms. Incandela stated we will still have Mr. McCartan at the gatehouse.

Mr. Smith stated Mr. Ford reviewed our budget and it fits our budget for the 24-hour system. We put that in as a stipulation for the number that Mr. Ford needed to get to.

Ms. Palmer stated if we are doing this, what we need to achieve is to be able to continue the security guards here and, at some time, be able to do some roving. To be really comfortable, we are within \$15,000 to \$20,000 of where we need to be, even if we rove three to four hours per day or a couple of days per week.

Mr. McGrath asked would it be appropriate for us to say if we are able to get to that number, we would have the ability to proceed with the 24-hour monitoring?

Mr. Smith responded I think we should give the authority to our Chairman.

Mr. Ford stated these are good numbers. I will do my best. We do a lot of business with Mr. Smith.

Ms. Palmer stated we know that Mr. Smith is looking at our best interests.

Ms. Palmer made a MOTION to approve Envera's proposal for 24-hour monitoring at all three gates, subject to Mr. Smith negotiating with Envera and utilizing \$85,000 from reserve funds for the initial equipment and reoccurring charges.

Ms. Incandela seconded the motion.

Mr. Mastromarino stated before we finalize it, I asked about the bidding threshold. If we go with a three-year contract, it exceeds the \$105,000 threshold.

Ms. Palmer stated no. Annually, it will come where we need to be. I believe that we are going to have an expected need. We need to have some ability to do patrols. Maybe we cannot do patrols all the time. Whatever he comes back with is going to help us to be able to do patrols.

Mr. Mastromarino stated I just do not want us to be in violation of any bidding laws.

Ms. Palmer stated we will not be.

Ms. Incandela stated there will still be gate repairs. It is not included in that number.

Upon VOICE VOTE, with all in favor except Mr. Mastromarino, approval was given to the Envera proposal for 24-hour monitoring at all three gates, subject to Mr. Smith negotiating with Envera and utilizing \$85,000 from reserve funds for the initial equipment and reoccurring charges.

#### **D. Proposal from Envera for the Recreation Center**

Mr. Smith stated the next thing that we need to change is something that is included in our budget. This is for the recreation center's access card system. I obtained a proposal from Envera. I think this is a good price compared with other systems. They are going to be changing all of the swipe pads. They are going to be using the current system, but each swipe pad will be changed and they will be changing the software. They will do all the work as far as downloading all the information to the software, all the home owners' names and addresses, so Ms. Alvez-Martins does not have to do it.

Ms. Palmer asked will there be new cards?

Mr. Smith responded yes. I just need one card, which Ms. Alvez-Martins was going to bring tonight.

Ms. Palmer stated one of the biggest problems that we have is this gate, and people are slamming the gate. Is there a way that we can have a spring on the gate?

Mr. Ford responded we do not provide the gate, just the software. We will work with Mr. Smith's team to get a spring for the gate.

Mr. Smith stated the new company that does our current maintenance, Action Security, is much better with that, so I will bring them in to look at it and see what they can do.

Mr. Mastromarino asked Mr. Smith, do you know what we spent in terms of an annual expense?

Mr. Smith responded there is no real annual expense because we are using existing equipment. This is all new software. It is outdated.

Mr. Ford stated there is a maintenance service on all the equipment.

Mr. Mastromarino stated we have equipment now. I just wanted to know the cost.

Mr. Ford stated we are putting in new software and new readers.

Ms. Palmer stated when negotiating, we need a number for everything.

Mr. Ford stated we will work with you.

Ms. Incandela asked can you tell me exactly what we are replacing and why? Is it not working?

Mr. Smith responded you should talk with Ms. Alvez-Martins about the issues with the software.

Mr. Ford stated she has had a difficult time adding, deleting, and making changes. The same exact software that is going to be at your front entrance is the same software that we are putting here. Ms. Alvez-Martins or us can go in there and put in the name and do everything at the same time. You can limit access from 8:00 to 5:00, Monday through Friday or whatever hours you choose.

Mr. Smith stated it makes the program antiquated with the latest technology.

Ms. Palmer asked can I amend the prior motion?

Mr. Moyer responded you can amend the prior motion in this motion.

<p>On MOTION by Ms. Palmer, seconded by Ms. Incandela, with all in favor except Mr. Mastromarino, approval was given to Envera's proposal for access control at the clubhouse and the 24-hour security proposal, which Mr. Smith will negotiate with Mr. Ford.</p>
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**SIXTH ORDER OF BUSINESS**

**Audit Committee Selection Discussion**

This item not being discussed, the next order of business followed.

**SEVENTH ORDER OF BUSINESS**

**District Manager's Report**

**A. Consideration of Resolution 2016-07 Designating the Registered Agent**

Mr. Moyer read Resolution 2016-07 into the record by title.

Mr. Moyer stated this resolution gets Severn Trent out of middle of taking service of process on legal matters and having them sent to Ms. Mackie. It takes us out of that loop, so if somebody sues us or there is a foreclosure and we must respond in 20 days, there is no reason for that to come to us because by the time that gets done circulating around to everybody who needs to see it, it is 20 days. This just cuts the middle man out of that process.

On MOTION by Mr. McGrath, seconded by Mr. Mastromarino, with all in favor, unanimous approval was given to Resolution 2016-07 designating Ms. Mackie as the District's registered agent and her office as the registered agent office.
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**B. 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 received all of our assessment revenue and are right on budget on expenditures. We are slightly under but we are probably going to spend all of the money that we have budgeted this year. Having said that, we still have \$87,000 in reserves that we have not touched and do not plan to touch.

Ms. Palmer stated we will use it for security.

Mr. Moyer stated that is a good point.

Mr. McGrath stated we started reserves years ago. We are an older community. Are you comfortable that we still have the right number of dollars to set aside?

Mr. Moyer responded I think so, notwithstanding that we cannot take that many hits like we did tonight. If we continue to put away \$87,000 a year and allocate most of that to road replacement because we maintain the clubhouse, I think we will be alright.

**C. 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. Mastromarino stated I see that we made out two checks this month, one was for \$75,000 and the other was for \$25,000. It looks like they were a transfer of funds. What exactly is that?

Mr. Moyer responded the bonds. We only receive one check from the tax collector, and then we allocate that check for the portion that is bond related and keep the rest for the general fund.

Mr. McGrath stated on page 10, our checking account that has \$90,000 accrues .01% interest. Do we spend \$90,000 every month or every quarter? Can we take some of that and make some interest on that?

Mr. Moyer responded theoretically, we burn through \$60,000 per month. It only remains a couple of months in the checking account.

Mr. Mastromarino stated on page 21, we have been billed for \$560 regarding labor provided to work on a corrupted database. It appears that they were unable to resolve the issue. It had to do with equipment at Volta and Kariba. Do we need to be concerned with that, or would the gates with Envera eliminate that?

Mr. Smith responded I think that will be eliminated. These are some of the issues that we are running into on these old gates. Once we get the new ones, these bills will not continue.

Mr. Mastromarino stated on page 131, we had a fraudulent credit card charge. I would like to thank Ms. Alvez-Martins for detecting that and following up with Home Depot. Apparently someone used our account, and Ms. Alvez-Martins provided some history on why that was not our bill. The bill was slightly over \$2,000.

Ms. Incandela stated good job.

Mr. Mastromarino asked Mr. Moyer, are we required to provide written notice to the County regarding our meeting dates for the new fiscal year and have we done that?

Mr. Moyer responded yes.

Mr. McGrath stated I am glad that we are using the Osceola Gazette newspaper now.

<p>On MOTION by Ms. Palmer, seconded by Mr. McGrath, with all in favor, unanimous approval was given to the check register and invoices, as presented.</p>
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## **EIGHTH 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 Manager**

**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 on Stargrass, we have a hole in the street. We have a 36-inch storm drain pipe that comes into the pond. At the end of that pipe are two pieces of plywood wrapped with cloth, which is the way it was from the original construction. They did that so they could clean the pipe and keep that pipe clean. They never removed it. That pipe has a tendency to back up. We have two curb inlets on either side: one when you drive around Stargrass and make your first right on the left, and in the back toward the pond. Then there is a pipe that goes through both of those. That pipe is three-quarters full of sand. This proposal is to remove plywood off the end and clean it back about five feet, so we can eventually clean the rest of that pipe and set the rest of the dirt. I need to get the pipe done. That is what this proposal is for. I have a guy who does quite a bit of work for me. I can get out there and maybe vacuum that up because I do not see how to get that fill cleared. We can pump it out and see what we have, and then I can try to clean that pipe.

Mr. McGrath asked have you used this guy before?

Mr. Smith responded I do not know him. Our engineer obtained this proposal.

Mr. Mastromarino stated they were out here today. I think I saw them.

Mr. McGrath asked what do we need?

Mr. Smith responded I need authorization.

Mr. McGrath stated the reason for all of this is the road floods.

Mr. Smith stated yes.

Mr. McGrath stated it needs to be done.

Ms. Palmer asked did you look at other companies and this price is comparable?

Mr. Smith responded yes. These guys have done dredging and I am comfortable with them. They do a lot of work for our District engineer.

<p>On MOTION by Mr. McGrath, seconded by Ms. Palmer, with all in favor, unanimous approval was given to the proposal from C&amp;M Dredging, in an amount not to exceed \$4,750.</p>
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Mr. Smith stated I spoke to our District engineer about four-way stops. Typically, Osceola Country only puts in stop signs to control traffic; however, we are a private road. We can put in crosswalks and crosswalk signs, which allow people to cross the crosswalks. We can put in stop signs. If they come by and take them out, we cannot have stop signs. We have a certain number of cars entering the road, so the chances of the County coming in and doing a traffic study is slim.

Ms. Incandela asked does putting in that traffic control device at that intersection without County permission open ourselves up to any liability in the event there is an accident?

Mr. Smith responded I asked our District engineer that, and he said we are putting in an engineered traffic control system and increasing safety.

Mr. Mastromarino asked how can that be bad?

Mr. Smith responded exactly.

Mr. Mastromarino stated you can say that kids cross that street.

Mr. Smith stated we have the school crossing. At that point, the County is going to come out and say this is a school crossing for the kids and they have a huge voting block here.

Mr. McGrath asked is there any question that putting a stop sign there is going to help reduce speeding on Brighton Lakes Boulevard?

Mr. Moyer responded the one thing that they are not going to do is write tickets for people running through that stop sign.

Mr. Smith stated if there is an accident, it falls upon the District.

Ms. Palmer asked Ms. Mackie, if we put in a four-way stop and an accident happens there, are we going to be held at a higher liability level?

Ms. Mackie responded if we are going to put the stop sign there on our own accord without getting any approval to do so, I would be concerned about your liability.

Mr. McGrath stated let us table it.

Mr. Smith stated we can still have the crosswalks and put up the signs. It will slow people down. At some point, you can install more speed bumps.

Ms. Palmer stated the County engineers will not approve it.

Mr. Smith stated probably not the stop signs. We did not do a traffic study to see how many cars were coming in from side streets; however, you probably have fewer cars

coming in side streets every year, yet there is a four-way stop. We did not bother the County. I wanted to bring it by you first before I take it to the County.

Ms. Palmer asked is there a cost to take it to the County?

Mr. Smith responded no. I would say that you run it by the County and see what the County says. If the County says absolutely no, then we just repaint the crosswalks.

Mr. Mastromarino stated I know that there were a couple of accidents at that intersection in the last couple of years. I do not know if they were recorded accidents or if we have any reports that show we have had three or four accidents.

Mr. Smith stated I will take the proposal to the County and get them to approve the crosswalks.

Mr. McGrath stated good.

Mr. Smith stated I want you to meet Mr. Desrosiers. He has been out here for many years, working for us since 2000. He is very familiar with this project. I am now making him responsible for this project, Overoaks, and Stevens Plantation.

Ms. Incandela asked do we have to pay more?

Mr. Smith responded no. You will be paying the same amount. I just want someone who is more focused. Right now, I am trying to focus on your community and create some competition. I am giving him some ownership of your project. He is pressure washing the entire front entrance, sidewalk, and curbs. Over time, he will eventually work all the way through the community. We will not be pressure washing the asphalt, only the curbs and sidewalks.

Mr. McGrath stated that will be enough to keep you busy.

Mr. Smith stated it will keep them busy. I drive through here and see a hundred things that I can get out of my truck and do. Mr. Desrosiers is going to drive through and see all the little things and take care of them.

Mr. McGrath asked does he know that this is your favorite account?

Mr. Smith responded yes, he does. He worked very hard in the past.

#### **ii. Action Items List**

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

#### **iii. Residential Call Log**

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

**iv. ACT Service Calls Report**

Mr. Smith reviewed the ACT service calls as contained in the agenda package, which are available for public review at the District office during normal business hours.

**v. Girard Environmental Services Report**

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

**vi. American Ecosystems Aquatic Report**

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

**vii. Aquatek Pools Report**

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

**viii. Keep Safe Security**

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

**NINTH ORDER OF BUSINESS**

**Submitted Resident Questions and Audience Comments**

There being none, the next order of business followed.

**TENTH ORDER OF BUSINESS**

**Supervisor Requests and Comments**

Ms. Incandela asked regarding the pool rings, can we get that issue under control? I do not want to come back to the next meeting and have to address it.

Mr. Smith responded Mr. Desrosiers will handle it.

Mr. McGrath stated kids are taking them.

Mr. Mastromarino stated we have an attendant whom I have seen on two occasions in the last two months, going above and beyond the boundaries of the confines of the clubhouse using a leaf blower and picking up papers. I saw him with a mop last week at the guardhouse. Unfortunately, when we get someone good like that, he will leave in six months for a real job. He does a great job.

Ms. Palmer asked can we let the attendant know? If someone tells you that you are doing a good job, it makes a difference.

Mr. Smith asked do you want to give him an increase?

Mr. Mastromarino responded unfortunately, it would not go to him directly. It would go to the agency.

Mr. Smith stated most of it would go to him. We could give him \$.50 or \$.25.

Mr. Klusko stated \$.50 is good. If the guy is doing what he is supposed to do, he will not go anywhere.

Ms. Palmer asked how long has he been here?

Mr. Desrosiers responded six months.

Mr. Mastromarino stated we could give him a six-month increase based on his performance. Is \$.50 reasonable? Do we have something like that in the budget? Is that noteworthy to someone?

Mr. Smith responded sure.

Ms. Palmer stated it is.

Mr. Mastromarino stated it is \$20 per week.

Mr. McGrath stated that does not continue when he leaves.

Ms. Incandela stated we could consider a holiday bonus.

Ms. Palmer stated I agree. We should give him a holiday bonus. We will determine that at the next meeting. We could give that directly to him, rather than going through the temp agency.

Mr. Smith stated I do not know if we can give him something separate.

Mr. Moyer stated we need to check. If it is under \$600, I do not think that you have to report it.

Mr. Smith stated we will bring it up as part of our agenda at the next meeting. In the meantime, we will make sure that he knows how the Board feels.

Mr. McGrath asked is the drainage at Stargrass a temporary fix?

Mr. Smith responded we temporarily fixed it. Where we have to fix is underneath the sand. We do not want to fill that in because we will have to open it up again. We put a piece of wood over the top of it.

Mr. Klusko stated maybe we should have resident comments at the end.

Mr. Moyer stated we cannot do it at the end; they are required to be at the beginning of the meeting.

Mr. Klusko asked by law, do three agencies come in to give bids or do we just choose one person?

Ms. Palmer responded we do not have to.

Mr. Moyer stated we can hire someone.

**ELEVENTH ORDER OF BUSINESS**                      **Other Business**

There being none, the next order of business followed.

**TWELFTH ORDER OF BUSINESS**                      **Adjournment**

The next meeting is scheduled for November 3, 2016, at 6:00 p.m.

On MOTION by Ms. Palmer, seconded by Ms. Pieters, with all in favor, the meeting adjourned at 8:20 p.m.
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Gary L. Moyer, Secretary

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Michelle Incandela, Chairman