

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 3, 2015, at 6:00 p.m. at the Brighton Lakes Recreation Center, 4250 Brighton Lakes Boulevard, Kissimmee, Florida.

Present and constituting a quorum were:

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

Also present were:

Gary L. Moyer	District Manager
Tucker Mackie (<i>by phone</i>)	Attorney
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

Roll Call

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

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

THIRD ORDER OF BUSINESS

Approval of the Minutes of the July 9, 2015, Meeting

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

Mr. Mastromarino provided corrections to Mr. Moyer.

On MOTION by Mr. Mastromarino, seconded by Ms. Incandela, with all in favor, unanimous approval was given to the minutes of the July 9, 2015, meeting, as amended.
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FOURTH ORDER OF BUSINESS

Audience Comments

Mr. Joe Klusko stated there seems to be a lot of changes for the basketball court. I think to be proactive and reactive, we need to put the cameras should be in place and recording so that we have a record. Can we have an attendant here on Mondays and Tuesdays again? It helps to have someone keeping an eye on things. Maybe they will be able to stop fights from occurring, but the presence of someone walking around with a

staff shirt on would give someone a second thought from causing an altercation during a basketball game or in the pool area. I estimate that the cost would be \$36,000, or \$1,200 a month, or \$4 per home owner a month. I think that is something that the Board should consider, as not only residents play on the basketball court. We used to have 10 to 15 individuals at the court, and now there are 40 because this is the only basketball court that they can play on. I spoke to several individuals who play basketball who said that they travel from Poinciana because they do not like their basketball court because the concrete is too hard for them. We have a softer surface. I think that it is advisable for the Board to consider having coverage seven days a week, even if it is not a security guard.

Ms. Jennifer Deardon stated I think that is a phenomenal idea.

Mr. Moyer stated unfortunately, we only have the opportunity to get revenues once a year, and we have already gone through that process and levied the assessments. We can certainly keep this in mind for the next fiscal year.

Mr. McGrath stated we are currently at five days a week for security and seven days for attendants.

Mr. Smith stated the attendants are currently here seven days a week, and security is here five days a week. On Monday and Tuesday, the attendant is here from 2:30 p.m. until 10:00 p.m., and the remainder of the week, they are here from 8:00 a.m. until 5:00 p.m. Security is here Wednesday through Sunday.

Mr. Klusko stated so on Monday and Tuesday night, no one is here.

Mr. Smith stated a security guard is not here.

Mr. Klusko stated the attendant cannot breakup altercations.

Mr. Smith stated no, but he can report it. The attendant, who is currently here, is fairly thorough.

Mr. Klusko stated having a fake camera is a waste of time.

Mr. Smith stated I can obtain a proposal to put an active camera in there and bring it back to the Board.

Mr. Klusko stated luckily, we have not had any gunfire or shoot-outs, but it is only a matter of time. We had a meeting last night with a detective and a sergeant.

Mr. Smith stated I think we should set aside funds in the next budget for an off-duty deputy to be here periodically, like four days a week for four hours, and see what that is going to cost.

Mr. Moyer stated for four hours, I think an off-duty deputy costs \$2,400 a year.

Ms. Incandela stated cameras are not going to prevent it.

Mr. Klusko stated no, but at least you are going to have the perpetrator's picture. If you post a sign saying that this area is under video surveillance, maybe it will deter someone. The point is that at least you have something to go on.

Ms. Deardon stated I live on Huron Circle. I suggest doing something with the existing fence, like installing a scanner.

Mr. Smith stated one is there.

Ms. Deardon stated I am talking about having a separate entry for the basketball court usage.

Mr. Smith stated there is one.

Mr. Klusko stated someone comes through and lets everyone else in.

A Resident asked are we going to talk about possibly getting the attendants t-shirts to wear that identifies them as an attendant of Brighton Lakes?

Mr. Smith responded yes. I am not sure why they are not wearing them. I will make sure that they are wearing them.

Mr. Mastromarino asked what color?

Mr. Smith responded there is bright orange, bright red, and bright yellow. The guys are working outside and sweating, and within 15 minutes, the shirts are soaking wet, so they remove them and put on a work shirt. I will see what we can do.

Mr. Mastromarino stated especially on Monday or Tuesday.

Mr. Smith stated they are supposed to wear them all the time.

Mr. Gerry Frawley stated I live on Chapala Drive. There are two dead trees in the front, and the left gate arm entering Volta was in a position over the last week that it is not normally in. It was either vandalized or not functioning correctly.

Mr. Smith stated I believe that it was hit.

A Resident stated a lot of times, on Monday and Tuesday, the gate coming into the community center is propped open. My son came in the other day, and he saw that it was propped open, so he shut it. He knew on Monday and Tuesday that the guard is not here.

Mr. McGrath asked do you know what time?

The Resident responded close to dark. My son does not arrive home until 5:30 p.m., and it was some time after that. Regarding the basketball court, is there any reason why we could not limit the number of people allowed in there? When the basketball court is at the maximum number, the attendant will stop anyone else from entering. The number

of people there yesterday was unbelievable. There were so many people that you could not even sit on the bench or behind the bench. That may be a good idea. Mr. Klusko mentioned a couple of months ago about the possibility of repainting the lines, at least to the end of Brighton Lakes Boulevard, as the lines are completely worn away. He had not heard anything about whether or not this could be done. I still do not see where the front monument sign was power washed. We have been asking about that for two years now.

Mr. Smith stated it has a stain on it, which is difficult to remove. The walls have been pressure washed.

Mr. Mastromarino stated there is a mineral in the water and a mineral in the stone.

Mr. Smith stated it is rust colored because we get all of our irrigation water from our ponds. It is a stain that is difficult to remove. We may have to sand blast it.

The Resident stated the stain is only in one area.

Mr. Smith stated all of the curbs and sidewalks need to be pressure washed. I had a guy out here this week who is making all of the repairs that we need to do. We will have a temporary employee come out and pressure wash all of the curbs and CDD sidewalks. At that time, we will sand blast the wall.

The Resident asked can the irrigation head be adjusted so water does not hit the sign?

Mr. Smith responded they have adjusted the head.

The Resident stated the last item I have is regarding grass in the ponds.

Mr. Smith stated we are continually spraying them. We have to manually handle the area behind your house.

Mr. Mastromarino asked is this area protected?

Mr. Smith responded yes, but we want to see grass along the edge. Behind her house, the grass is in the water.

The Resident stated there is 160 feet of vegetation.

Mr. Smith stated it is good to have the grass because it is good for the ponds in cleaning the water. The grass to the left of the pond is too high, but the grass on the right is ratty looking and catches trash. We cannot get into the area far enough to remove the trash. We have a ball that has been in there for six months or so because we cannot get to it. In some places, it is 10 feet deep from where the grass starts to where it goes into the pond. There is a huge amount of grass.

The Resident asked is there a requirement for filling in the storm drain holes? I am concerned about someone falling in.

Mr. Smith stated we have a bunch to repair between Sweetspire and Star Grass. We need to get a backhoe in there and dig the grass out. I will have a striping proposal for the Board at the next meeting.

A Resident stated last night at the meeting, the detective had to move his chair because of the way that the sun set. We talked about installing blinds or shades on the windows.

Ms. Incandela stated we will see what we can do

The Resident stated that the HOA has issued a lot of fines. You may want to check to see if they are willing to help the District with some of their expenses until the next budget.

Ms. Incandela stated my understanding is that Ms. Mackie spoke to the HOA's attorney when they discussed adding additional security because the CDD does not have money in their budget to extend security services, especially not the expense of the off-duty deputy, which they proposed. I think it was presented to them that they could have the off-duty deputy at any point if they have extra funds. They can certainly invest in security and have an off-duty deputy patrol the community. They do not need our approval or our permission.

Mr. McGrath stated in the past, the HOA has been very generous. They purchased a brand new piece of exercise equipment.

Ms. Incandela stated if home owners at the HOA meeting are concerned about security and want additional off-duty deputies patrolling the basketball court, the HOA has the ability to hire them, and we will certainly give them permission.

FIFTH ORDER OF BUSINESS

Vendor/Contractor/Third-Party Items

A. Landscape Maintenance – Girard Environmental

Mr. Murphy stated the biggest issue that we are dealing with is the turf along Brighton Lakes Boulevard, mainly the front sections of the turn along Brighton Lakes Boulevard. At the last meeting, I mentioned that we did a survey of the turf up front. We measured almost 34,000 square feet that needs to be replaced. We are now down to 28,000 square feet. I was out there today, and we are down to just 20,000 square feet. The sod is recovering. It is a slow process. Driving along Brighton Lakes Boulevard, we noticed that we are getting a healthy crop of weeds. We are not treating them by design, and we do not want to use an herbicide on weeds in grass that is trying to recover. If the Board would like to go ahead and move forward with any of the sod replacement, I know

that 20,000 square feet is a chunk of grass and I personally recommend authorizing 12,000 square feet. That will cover the entryway off Pleasant Hill and the median area around the guardhouse, which will give you a visual. I have discussed this at great length with Mr. Smith. What we have done in the past and what we would like to do is to partner with you. We would recommend the most cost-effective way, which is for you to contract directly with a sod company. Mr. Smith can arrange it. They will charge per square foot to lay the sod. Girard will come in and do all of your removal and preparation work. That will cost you approximately \$3,600. That way we will get it done and give you a very nice appearance.

Mr. Mastromarino stated that is only for the labor. What is the overall cost of removing the dead sod and installing the new sod?

Mr. Murphy responded Girard will charge for the sod removal at \$.35 per square foot. That is what we typically charge. The sod company that we use charges \$.30 per square foot to bring the sod in and lay it. After the sod is laid, we will experiment with a couple of new techniques. There is a chemical out there that you can put over the sod. It is a soil conditioner plus a powerful hydration. Survivability has increased 60% from what we have done so far.

Mr. McGrath stated I would like to see the landscaping looking like we all want it to look. Is this time of year as good as any other time of year?

Mr. Murphy responded yes.

Mr. Mastromarino asked is it the responsibility of the contractor to maintain the sod and replace the sod as necessary?

Mr. Smith responded yes, at some point, because of the nature of St. Augustine and our irrigation system. I think it is generous of Girard to restore the landscaping at that cost. That is what they think they are responsible for. Taking into account the weather here in Florida and our irrigation system, which is not perfect by any means, I think that is a fair settlement.

Mr. Mastromarino stated you mentioned initially that there were 34,000 square feet and now it is down to 20,000 square feet. If we are going to have a further reduction and improvement, should we wait another month or two to see if that 12,000 square feet gets reduced to 8,000 square feet?

Mr. Murphy responded that is the discretion of the Board. Yes, it will continue to improve because we are continuing to be aggressive. I feel that the window for laying

down sod should not go past November because the St. Augustine will go dormant. We need to be looking at March before doing anything.

Mr. Mastromarino asked is whatever caused the grass to diminish being corrected, whereas next year we are not having the same conversation about replacing 12,000 to 15,000 square feet of sod?

Mr. Murphy responded our contract includes monthly irrigation and inspection. We have been sending technicians out every other week to keep a closer eye on the irrigation. We are doing it at our expense because we want this place to look as good as you do. We want to say that we did this.

Mr. Mastromarino stated I noticed that the grass looks better already. I agree with you about not going past November because not only do we lose the rain, but it is cooler. We do not meet again until November. Can we wait until then before we make a decision to see what improves?

Mr. Murphy responded I think we have enough of a window of opportunity. Before your next meeting, I will go out and measure.

Mr. Mastromarino stated the grass does look noticeably better; however, it is sloppy around the ponds as far as leaving grass clippings. I do not know if we have a new person doing the pond areas.

Mr. Murphy responded quite honestly, Bahia is extremely sensitive to rain. The pond areas are a lot taller and thicker. The grass builds up under the mower and leaves a stream of clippings. I will ask the crew to go through twice to see if it will disburse itself.

Mr. Mastromarino stated I think that the weeds were sprayed recently, but it takes awhile before they are sprayed out. I do not know if it is your responsibility or we have someone on staff who can take care of that. There are a lot of weeds outside of the basketball court.

Mr. Smith stated that is something that we do. The sprayer was not working, so I had to find a new spray bottle. They are supposed to spray around the pool and the outside of the building.

Mr. Murphy stated we spray that area, also.

Mr. Mastromarino asked do you have anything do with the timers on the sprinklers?

Mr. Murphy responded we had a couple of irrigation issues this past week. The clock up front was struck by lightning. It was just repaired. The irrigation by the bus stop was

stuck on Monday. We checked the clock and the rain sensors. Two valves were stuck, so we shut them all down, and it was addressed today.

Mr. Mastromarino stated I noticed last week when we had some heavy rain that the sprinklers were on when they should not have been on. I was walking out at midnight between Chapala and Sevan Way, and the sprinklers were on when the ground was already saturated.

Mr. Murphy stated a lot of times, the rain sensors do not register. We checked all of the rain sensors, and they are all functional.

Mr. Mastromarino stated we are also getting close to the season where we are doing bi-monthly cuttings. When does that start?

Mr. Smith responded it is done three times starting in October.

Mr. Murphy stated it starts the middle of October, and when there is cooler weather, it slows down. If we have unusually warm temperatures, we will cut all areas as necessary.

Mr. Mastromarino stated I have been here for five years now, and for the past few months, you have done a great job on the shrubs in keeping them trimmed. I want to thank you and your crew for the efforts that you are doing.

Mr. Murphy stated we appreciate it. Thank you.

Mr. McGrath stated regarding hedges, at the entrance, there are spots where there is nothing. I hope you will continue to not trim those areas and put magic seeds so it grows quicker to fill in those holes.

Mr. Murphy stated I want to add that we did an additional fertilizer application on August 27, which was not included in your report.

Ms. Incandela stated I was coming out one morning when your guys were working. They are doing an excellent job. They always wear those light green vests. One guy was in a sunny spot on the grass, and I did not even see him until he stepped into the roadway. Just let them know that in certain areas, when the sun is hitting the grass, it is a light green color that is the same color as their vest. When they are stepping out in the roadway, they need to look first. They have their earphones on and they are now always watching for cars. Just let them know. They did not do anything wrong.

Mr. Murphy stated they should not have stepped out without looking.

Ms. Incandela stated he was a ways away and not right in front of me, but they do need to be careful.

Mr. Frawley stated they are still not mowing up to where they are supposed to mow. They come up and mow to the edge of the crest. Mr. Smith said that they are supposed to come up and mow two passes above that. That is not happening. They are still a considerable distance from the edge of the home owner's property.

Mr. McGrath asked how many feet?

Mr. Frawley responded from here to halfway to the pool.

Mr. McGrath stated so about 10 feet.

Mr. Murphy stated the track of this pond varies as you go around different areas. Some of them have concrete pads. I thought I set a good pattern for them. They may have slipped and I will readdress it again.

Mr. Frawley stated thank you.

Mr. Mastromarino stated part of the problem is that there are people who have taken the liberty of expanding out their lawns.

Mr. Murphy stated I absolutely agree. They need a clear line of where to go. The truth is that you are going to have to make a decision if we are going to mow those people's extra lawns on CDD property, or you are always going to have that problem.

A Resident stated one-quarter of my lot is about a foot and a half down. I can tell what you mow. My plat tells me how many feet I own from the back of where the concrete ends. I think it is 13 feet.

Mr. Smith stated Mr. Frawley, provide your plat to Mr. Murphy.

Mr. Murphy stated I would be happy to review it with you.

Mr. Frawley stated three or four houses from me, the grass goes all the way around. I happened to look at it this week, and they mowed to the crest of the hill. They did not go on the top at all. Most residents' properties in that section end at least two more passes above that.

Mr. Murphy stated I will meet with you. That way we know exactly where we need to mow.

A Resident asked can you trim the bottom of the crepe myrtles on Brighton Lakes Boulevard?

Mr. Murphy responded we have a dozen that were already cut that we started working on this past week.

The Resident stated thank you.

B. Security – Keep Safe Security

Mr. McCartan stated I do not think there have been any serious incidents since the last meeting. There was one incident where a female resident using the gym felt uncomfortable with the actions of a male gym user whom she felt was following her around the gym as she moved from machine to machine so he could always be behind her. She reported the incident to the guard who recorded her complaint. The guard followed the male to a residence on Chapala Drive and spoke to someone who identified themselves as the male's father. The female was also advised to contact the sheriff's department to make them aware of her concerns

Mr. Mastromarino stated I read the report, and I appreciate the guard taking the initiative. In his best interest, was it wise for him to follow the male home? Should the guard have kept a lower profile?

Mr. McCartan responded I think his intentions were good. The guard was within the perimeter of the facility and observed the gentleman going towards Chapala. He felt it was within his responsibilities to say to the father that a lady made this accusation. She was told to contact the sheriff's department. The sheriff's department asked if we looked at the video and know who the person is. We have come across small items of drug paraphernalia in the kids play area next to the pool, including packaging for digital weigh scales, empty baggies, and so forth. I advised the guards to continue patrolling the park during their shifts and remain vigilant for suspicious activity.

Mr. Mastromarino stated I do not want the guard to be put at risk.

Mr. McCartan stated they are just compiling information for a report.

Mr. Mastromarino stated I like to see that initiative because that becomes a deterrent.

Mr. McCartan stated over the summer break, we increased the patrols to cover Monday and Tuesday, so we are here seven days a week from 2:00 p.m. until 10:00 p.m. This proved to be a good decision because nothing was forwarded to me from residents or Severn Trent about incidents on the basketball court. Now we have the emergency push exit button, as requested. The only problem is, if you have 10 residents playing ball, they can bring four people and now there are 40 people. It is up to the Board to determine the maximum capacity.

Mr. Mastromarino stated I would like to share information from the crime watch meeting. There was a detective and sergeant who attended. They are members of a five-person gang team. A question was asked about where the most gangs in the county were.

The most gangs are in Poinciana. What they further elaborated on is about a shooting in Bellalago. They said that they would pay particular interest because this is a private community. In the past, there was gang activity here on the basketball court. We need to be diligent and take preventative measures to prevent that from happening.

Mr. McGrath stated perhaps we can send a letter to the sheriff's department again with a request to make sure that their staff is aware. It could not hurt.

Mr. Mastromarino stated Louis was manning the gate last night. When we had the meeting last night, the gates were already open. He had a hard time telling who lived here. There really is an issue. The summer was quiet and under control, but since school started, there seems to be more activity.

Mr. Frawley stated I suggest tags to identify residents.

Mr. Mastromarino stated residents have swipe cards.

Mr. McCartan stated we had the stop sign.

Ms. Incandela stated that worked well.

Mr. McCartan stated the majority of people are complying and are happy, but you also have people who do not interact with us whatsoever. The residents have spoken, and it has made a difference. Some people are rude to the guards. I know that the Board has spent money on bar code readers, key cards, and swipe cards at various gates. We do not have a crystal ball to tell who resides here.

Ms. Incandela stated the gate is still guard dependent. There is a guard who stops everybody and puts the gate arm down all the way. He is overly friendly and wonderful. The lady guard is the same way. However, I think that using the flashing stop sign during heavy traffic would still help to slow down that one car that is going too fast. The flashing light warns people that the arm is coming down. I have seen people try to run the light.

Mr. McCartan stated it is a human reaction to slow down.

Ms. Incandela stated we have some humans who have good reactions. Let us keep them here. I want to make sure that every guard has something that they can present to residents if anyone questions their ability to stop them.

Mr. McCartan stated one guard was getting distressed because several people called the gatehouse and said "How dare you stop me. I live here."

Mr. Smith stated we need to give them more phones.

Ms. Incandela stated the best thing for them to do is to say, "If you want to complain about me, I can give you my supervisor's number."

Mr. McGrath stated I think that the resident made an excellent point, and we have to go back in history. We originally started with two entrances and a plan that we thought was going to be helpful. The original plan was to have bar codes and stickers for residents to go through one side, and the area close to the guardhouse would be where non-residents would stop. We thought that it was a perfect idea, except in the real world, what actually happened is visitors ended up in the resident gate, and the gate would not go up. Residents who were behind that person would not or could not back up. In any event, we decided to abandon that idea and everyone had to go through the same gate. That has been what we were doing these past five plus years.

Ms. Incandela stated it saved us a gate expense.

A Resident stated my card never worked.

Mr. Klusko stated you can never please everybody. Out of 30 people, five are going to be angry no matter what, and the rest are going to tell you that you are doing a great job.

Ms. Incandela asked is there a rise in incidents occurring, or is there just an increase in traffic?

Mr. Klusko responded there is an increase in traffic because school is back in session.

Ms. Incandela stated if there are kids out there playing basketball who are not damaging anything, not causing havoc, and not doing anything illegal and the guard is monitoring them as closely as he can, that is one thing, but if there are fighting incidents, that is another.

Mr. McCartan stated there are no fighting incidents.

Ms. Incandela stated so basically, there is an increase in the traffic, but it is still manageable traffic.

Mr. McCartan stated if you have ten residents using the basketball court and they bring four friends, there will be 40 people. It is up to the Board to consider the maximum amount of people allowed on the basketball court.

Ms. Pieters stated I think we should set a limit on the amount of people allowed on the basketball court because young kids come in here and take all the parking spots, and residents do not have a place to park. We have to find some way to limit the number of people.

Ms. Incandela stated you are also assuming that those people are not residents.

Ms. Pieters stated I am not assuming that they are residents. I am saying that I saw four cars full of youths.

Ms. Incandela stated those youths have a right to be here and use the basketball court.

Ms. Pieters stated that is why I am saying that we should limit the number of people allowed on the basketball court.

A Resident stated you can only allow a resident to bring two guests.

Mr. Mastromarino stated you are going to have to check every person who uses the court.

Ms. Incandela stated it is unmanageable.

A Resident stated the guard can find out how many people are residents and how many are non-residents.

Mr. McGrath stated there is a sign-in sheet that states whether or not the individual is a resident. If we decide to limit the number of people, we are not solving the problem.

Ms. Incandela stated that is where the communication with the guards come in. When we see 40 people, we think it is too big of a crowd and not manageable, but if the guards are telling us that they are playing quietly and minding their own business and not doing anything inappropriate, we ask the guards to continue to watch. It is their responsibility to card those people when they come in, so if they are coming in with four friends, they are within their rights to do so. If there are more, that is when the guard should be taking action before they even make it to the basketball court. In terms of the number of players on the court, I think you need to keep close communication with us in terms of what they are seeing out there. If it becomes unmanageable for any of those guards, then the Board needs to know.

Mr. Mastromarino stated a few meetings ago, we discussed the same issue. We spoke about the demographics of this community. Those kids who were nine or ten years old five years ago are now 15 or 16 years old. They make friends in school and make it known that there are amenities here and they can bring their friends. Introducing people to the court when people are already there looks like a lot. Whenever I am here at night, that is always my point of observation. My perception is that there are a lot of kids, but they were well behaved. We need staff to wear some type of identification to give the perception that someone works there and is watching.

Mr. McCartan stated you are paying \$217 additional a week to have the guards seven days a week.

Mr. Moyer stated you will continue to monitor it and discuss any problem areas at the next meeting,

A Resident stated I want to eliminate the number of people by arresting people who do not belong here. Unless you put another security guard at the basketball court, it is not going to solve the problem. How would they know who is a resident and who is a non-resident? If you go down that path, you have to put another guard there.

Mr. McCartan stated your argument is well taken, but the Board put in the proper security measures for the people who use the basketball court and protect the facility.

Mr. Smith stated Mr. McCartan, you and your guards monitor the basketball court and as our security consultant, come up with a plan to present to the Board at the next meeting. I think that there needs to be a plan. Something needs to be done. Provide a cost estimate to have a guard at the gate.

Mr. Mastromarino stated I would also appreciate information or feedback so we do not have to wait another two months.

A Resident stated I suggest having two columns on the sign-in sheet, one side for residents and the other for non-residents.

Mr. Moyer stated then someone needs to be there to provide the sign-in sheet.

Mr. McCartan stated you can go to those extremes with the swipe cards where once they are activated by a resident, they cannot be swiped again.

SIXTH ORDER OF BUSINESS

District Manager's Report

A. Financial Statements

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

Mr. Moyer stated the good news is that we have collected all of our non-ad valorem assessments; however, the discounts were less than we budgeted. Out of an \$805,000 budget, we collected \$812,000 in revenue. Overall, in all categories, through July 31, 2015, we are \$50,000 under budget.

Mr. Mastromarino stated since we are discussing the budget and some of the revenue and expenses, I noticed that the communication budget increased by 33%. What do communications entail?

Mr. McGrath responded according to page 1 of our check register, the first dozen entries are \$8,000 for access control and gatehouse.

Mr. Smith stated some of it is for the camera system.

Mr. McGrath stated that is a continuing, expensive situation.

Mr. Moyer stated we have looked at that on several occasions. Frankly, it is what it is.

B. Check Register and Invoices

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

Mr. McGrath stated there is an invoice for Home Depot to replace a lens back in April for \$136.00. It says it is for a 2x4 replacement lens for LB 440. Do you have any idea what that is?

Mr. Smith responded it could have been the special order for the lights.

Mr. McGrath asked is it more than one item? Can you get me an answer?

Mr. Moyer responded yes.

Mr. Smith stated it looks like the lens was returned because it did not fit.

Mr. McGrath stated never mind.

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

C. Website Statistics

The website statistics are contained in the agenda package and are available for public review in the District Office during normal business hours.

D. Consideration of Engagement Letter to Perform the Audit for Fiscal Year 2015

Mr. Moyer stated the Board received an engagement letter from Carr, Riggs & Ingram to perform the audit for fiscal year 2015. Their fee is consistent with what was budgeted.

On MOTION by Mr. McGrath, seconded by Mr. Mastromarino, with all in favor, unanimous approval was given to the engagement letter with Carr, Riggs & Ingram to perform the audit for fiscal year 2015, in the amount of \$4,750, as presented.

E. Bond Refinancing

Mr. Moyer stated this is an item that did not make it on the agenda because I was in discussions with MBS Capital. This is a company that we used in the past to sell bonds. One of the items that we discuss from time to time is the market and the right time to go back into the market to refinance the 2014 bonds, which are currently at 6.8%. It may be opportune to refinance those bonds because we have passed the call-protection period and can refinance without receiving a penalty. We can have this company come out and make a presentation to the Board to discuss the pluses and minuses. I provided the scope of what they will be doing. There is no fee unless the Board proceeds. It can be terminated at any time by either party. This is a contract to have MBS Capital do what they did in the past, which is to make a presentation to the Board at the next meeting and tell you whether it makes sense to refinance the bonds. Ms. Mackie, have you had a chance to review the letter?

Ms. Mackie responded I reviewed the agreement, and it is the same as what was provided in the past. I have no additional comments, other than what Mr. Moyer indicated.

Ms. Incandela stated I think it is a great idea to refinance the bonds.

Mr. Mastromarino stated the cost will provide an overall decrease if we decide to proceed.

Mr. Moyer stated that is correct.

Mr. McGrath stated I had no comment. We have done this in the past, and it has been great for home owners because it reduced the expenses that they had to pay. I am not sure how this works with organizations like us. I am sure, in most cases, if we have more than one company coming and telling us what this is and there is no charge, does that negate any reason to have more than one company do this?

Mr. Moyer responded not at this point.

Mr. Mastromarino stated we just started our fiscal year. Do we have to wait until next year, or is this something that we can undertake as soon as possible?

Mr. Moyer responded we would try to do it as soon as possible.

Mr. McGrath asked is the Board ready, on the basis of our attorney's approval and the possibility of reducing costs?

Mr. Mastromarino responded yes. Is there an anticipated timeline to proceed?

Mr. Moyer responded they will attend the November meeting.

Mr. Mastromarino stated great.

Mr. McGrath stated good.

On MOTION by Mr. Mastromarino, seconded by Ms. Incandela, with all in favor, unanimous approval was given to the contract with MBS Capital, as presented.

SEVENTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Mackie stated regarding the tree pruning, I had the opportunity to speak to counsel for the HOA late last week, who indicated that they began their enforcement and sent out violations letters to residents requesting that the trees be brought into compliance.

Mr. Mastromarino asked which attorney did you contact? Was it RJS?

Ms. Mackie responded yes.

Mr. Mastromarino stated at the last HOA meeting, which was held a couple of weeks ago, it appears that the HOA will let RJS complete whatever projects they are working on. They hired another firm. I do not have the firm's name, but the attorney is Mr. Nathan Frasier. Does anyone here from the HOA know the firm's name?

Ms. Mackie responded I can find out.

Mr. Mastromarino stated we will be doing business with the other attorney.

Ms. Mackie stated that is good to know. I will contact them and email the name of the firm to Mr. Mastromarino.

Mr. Mastromarino stated thank you.

B. Engineer

Mr. Smith stated I contacted the engineer and asked if he could drive through the community without billing us. He is an asphalt engineer and knows the lifespan of asphalt. He did this at no charge and said that from the front entrance to the bridge, the asphalt will last another three years, from the bridge back to the seam another five years, and from there back another ten years. The side streets in the front area are anywhere from another three to five years or more. The only real issue that we have is from the front entrance to the bridge, which is the worst section. We also discussed striping of the roadway. I obtained a price to do the striping from the front entrance to Chapala. We already striped the section from Sevan Way all the way back to the end of Brighton Lakes Boulevard. The street in front of the clubhouse was patched.

Mr. Mastromarino stated I noticed today that the lines from the clubhouse to the bridge are almost non-existent, but that is not included in this.

Mr. Smith stated it is included.

Ms. Incandela stated the cost is \$16,000 for the entire project.

Mr. Smith stated that is for Brighton Lakes Boulevard.

Ms. Incandela stated it is for both parts of Brighton Lakes Boulevard, for Sevan Way and Sweetspire.

Mr. Smith stated yes.

Ms. Incandela asked are both of them in the same state where they both need to be done?

Mr. Smith responded yes. It is better to get both parts completed while they are out.

Mr. McGrath stated I think it is something that is not going to go away.

Mr. Smith stated we are \$50,000 under budget, so we have the money.

Mr. Mastromarino asked were whatever patches we needed done completed?

Mr. Smith responded I am doing the patches now. That is not a great cost.

Mr. Mastromarino stated so all of that will be taken care of.

Mr. Smith stated for example, there is a pothole out front that we are going to patch. Once we decide to stripe from the bridge out, at that point, we can have them come in and spot patch where we had some failing asphalt. That will give us a few more years.

Mr. Mastromarino asked are these on both sides of Brighton Lakes Boulevard?

Mr. Smith responded it is for the entire boulevard.

Ms. Incandela stated you are right to ask.

Mr. McGrath stated I think we should do it because it is needed and it improves the community.

<p>On MOTION by Mr. McGrath, seconded by Mr. Mastromarino, with all in favor, unanimous approval was given to the striping proposal, in the amount of \$16,000, as presented.</p>

C. Field Operations

i. Field Management Report

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

Mr. Smith stated we met with the gentleman who attended our last meeting regarding a curb issue at Star Grass Circle. Once again, we are getting erosion at the pond, which is causing us to lose some curb. I had a gentleman out a couple of days this week. He is doing a full review of all sidewalks and what it will take. In the areas of the sidewalks that belong to the CDD, we will pressure wash. I am going to start initiating a pressure washing program from the front of Brighton Lakes Boulevard to the back. All of the curbs need it.

Mr. Mastromarino stated I noticed that we had terminated Connelly's Pool Service and now have AquaTek.

Mr. Smith stated correct.

Mr. Mastromarino asked is there any change in cost or in service?

Mr. Smith responded nothing, other than they will be servicing the pool three days a week. I think there was a minor increase in cost. This company is working well with us. For some reason, Connelly was performing well for awhile and then they just received too much work, lost employees, and they fell apart on me. I went ahead and made this change.

Mr. McGrath stated we need to have the pool always looking good.

Mr. Smith stated since we were having difficulty, I made a change. I am pleased with this company. We will keep them until they do the same thing.

Mr. Mastromarino asked did we change the time to turn off the lights at the basketball court to 9:00 p.m.?

Mr. Smith responded I believe it is 9:30 p.m.

Mr. Mastromarino stated please change them back to 9:00 p.m.

Mr. McGrath stated I think we should but let us do it when we have the time change.

Mr. Moyer stated I believe that is the first week in November.

Mr. Mastromarino stated I think we should do it now. What happened to the Cornhole game?

Mr. Smith responded it is rusting because no one is using it.

Mr. McGrath stated by our next meeting, let us decide if we should remove it.

Mr. Smith stated it needs to be repaired.

Ms. Incandela stated remove it.

Mr. Mastromarino asked does the attendant have a duty list that he fills out or looks at on a daily basis?

Mr. Smith responded yes. They have a schedule. I will provide an updated one.

Mr. Mastromarino asked is it a problem if I review it before we put it in the agenda package?

Mr. Smith responded no. I will email it to you. We do a daily, weekly, monthly, and annual report.

Mr. Mastromarino stated we lost one life preserver and the ropes disappeared. It has been that way for quite some time. I noticed that the signs were replaced, which is a good thing because they were not visible. The chairs look great. They match everything well. It looks like they will last for awhile. For some reason, we lost some folding chairs to the point of where, at the Crime Watch meeting, people were bringing in chairs from the outside. We could probably use at least a dozen more chairs.

Mr. McGrath stated we had 12 folding chairs.

Mr. Smith stated we will do an inventory of the chairs.

Mr. McGrath stated it is a good time to do a house cleaning in the back room.

Mr. Mastromarino asked does it make sense to stencil the chairs with our name?

Mr. Smith responded we can label them.

Mr. McGrath stated I see a report about picking up garbage and dead fish. What is that all about?

Mr. Smith responded there were no dead fish, but there was a large amount of trash. I have to send out a guy weekly to pick up trash.

Mr. McGrath stated we have been talking for many years about getting a golf cart. If we were to spend that money, would it be something that our guy would be able to drive to pick up trash or are we kidding ourselves?

Mr. Smith responded yes, it is something that we can do. I would have to test it. My biggest concern right now is where to put the golf cart. I do not want to put it in back of a house or on the side. I am thinking that we can build an addition onto the side of the building. It will look good and be a part of the building. I think that is probably the best way to go. We can look at our capital budget for next year.

Ms. Incandela stated I appreciate Girard's offer to pay for the landscaping. Because of our irrigation issues, it does not look like they are responsible for replacing most of the dead landscaping. I am happy that Mr. Smith was able to negotiate with them to take half of the cost because we were on the hook for having to replace the sod.

Mr. Smith stated although they are here weekly, the problem is that they are here when it is dry. If your irrigation breaks on a Saturday and we do not have any rain until Wednesday, we can lose a whole section of sod.

Ms. Incandela stated I think that is more than fair.

Mr. Mastromarino stated it was a reasonable price. I would like to make a decision at the next meeting because half of the grass may not need to be replaced. It may replenish itself, which is a good thing.

Ms. Incandela stated before the next meeting, just because we are cutting it close with the gate, we will be ready to go and we can just tell them to proceed.

Mr. Mastromarino stated one thing that we spoke about is an active camera and possible signage. With the attorney's help, we need to make sure that the proper verbiage is on the sign so it covers us and does not present a false sense of security. If we put up a camera and sign at the basketball court, do we need to have specific verbiage?

Ms. Mackie responded I will take a quick look at it, but Mr. Smith is probably aware of the correct language for the sign.

Mr. Mastromarino stated perhaps we can have a sign saying, "This area is under surveillance." Is that sufficient?

Ms. Incandela responded it would be sufficient. Did we get a price for a camera?

Mr. Smith responded no. The Board decided to go with the dummy camera.

Ms. Incandela stated to be perfectly honest with you, with our budget the way it is, I am not inclined to investigate that. Do you remember what the price was, Mr. Smith?

Mr. Smith responded I believe it was \$3,000.

Ms. Incandela stated we also need a price to install the camera and the monitoring. I am not prepared to revisit the issue at this time.

Mr. Mastromarino stated I agree, but I think it is something that we need to keep in mind. We should get all costs. We have a dummy camera up there now. If we install a sign, does it create a problem if we install a sign saying that the area is under surveillance when it is actually not?

Ms. Mackie responded no. We have done that in other Districts.

Mr. Mastromarino asked can we agree to install a sign? You can barely see the camera. You do not even know it is there.

Mr. Smith responded we can install a sign.

Ms. Incandela stated I am not concerned about the sign being misleading. I agree because you are putting them on notice.

Mr. McGrath stated at the end of your report, it says that there was contract warranty work to replace an oak tree damaged by a car. Are we paying for that, or is the person who caused the accident paying?

Mr. Smith responded I will see if any police reports were issued.

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. Resident Call Log

Mr. Smith reviewed the resident 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

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 Report

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

vi. American Ecosystems Report

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

vii. Connelly's Pool Maintenance and Landscaping

Mr. Smith discussed this item above.

viii. Keep Safe Security

Mr. Smith reviewed the Keep Safe Security report, which is available for public review at the District office during normal business hours.

EIGHTH ORDER OF BUSINESS

Submitted Resident Questions and Audience Comments

There being none, the next order of business followed.

NINTH ORDER OF BUSINESS

Supervisor Requests and Comments

Ms. Incandela stated I would like to thank everyone who came out tonight and would remind everyone that you have the opportunity to contact any of the Supervisors at any time. You do not have to wait until a meeting. We can be reached by telephone or email and through Severn Trent. If anyone has any questions at any time, please feel free to give us feedback. We appreciate your presence and your feedback.

TENTH ORDER OF BUSINESS

Other Business

There being none, the next order of business followed.

ELEVENTH ORDER OF BUSINESS

Adjournment

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

Gary L. Moyer, Secretary

Michelle Incandela, Chairman