

MINUTES OF MEETING BRIGHTON LAKES COMMUNITY DEVELOPMENT DISTRICT

A special meeting of the Board of Supervisors of the Brighton Lakes Community Development District was held Monday June 1, 2020 at 6:00 p.m. teleconference pursuant to Executive Order 20-69 and Section 120.54(5)(b)2, Florida Statutes.

Present and constituting a quorum were:

Marcial Rodriguez, Jr	Chairman
Brenda Jennings	Vice-Chair
Michelle Incandela	Assistant Secretary
John Crary	Assistant Secretary
Mark Peters	Assistant Secretary

Also present were:

Kristen Suit	District Manager
Tucker Mackie	District Attorney
Emma Gregory	District Attorney
Ariel Medina	Field Supervisor, Inframark
Gerry Frawley	Landscape & Maintenance CDD Liaison
Lumuel Rivera	Magnosec

The following is a summary of the minutes and actions taken at the June 1, 2020 meeting of the Brighton Lakes CDD.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

- Ms. Suit called the roll and a quorum was established.

SECOND ORDER OF BUSINESS

Public Comment

- No public comments were received.

THIRD ORDER OF BUSINESS

Discussion of Security Services

- Mr. Medina indicated they are looking for full coverage at the clubhouse and have questions regarding the schedule, responsibility with the clubhouse attendant as well as security staff.
- Mr. Medina shared the conversation he had with the Chair and how the items for discussion came about.
- Ms. Incandela stated some of the issues they have discussed previously and the reason why they wanted to set this for a separate discussion was because of security issues they have had in Brighton Lakes which go back years.

- This company has been with the District for a while, but there have been a lot of issues lately. The District wants to give Magnosec an opportunity to be able to address those concerns and to see what their suggestions are, because there have been quite a few of them recently.
- It is her understanding they have had difficulty finding bilingual staff. In addition to the language barrier, there have been issues with some of the officers in recent months. In her interaction she noted they were not familiar with the Brighton Lakes procedures; did not seem to understand the chain of command and seemed extremely unwilling to reach out to the Osceola County Sherriff's office when it becomes necessary. When the Sherriff's office did come for certain events there were issues with respect to communication due to language.
- The Board has not been happy with the quality of staff provided and Ms. Incandela guesses these fold into training issues. There have been some good results over the years, but it seems like lately there have been a lot of problems and so the Board is giving Magnosec an opportunity to see if they can address these concerns before there has to be a change in company.
- Mr. Rivera stated they have been working for the last three years in Brighton Lakes and he understands their concerns. He has spoken with Mr. Medina and was told there is a probability the District will need service 7-days from 2:00 pm to 10:00 pm and he has already found two personnel to work during the allotted time and they are able to communicate in English and Spanish.
Further discussion ensued on this matter.

A. Staffing

B. Communication

C. Schedule

D. Rate Increase

- Mr. Rivera asked for a fifty-cent increase in order to bring better officer quality such as being bilingual. The work they do is to recruit personnel, training, have an online form which the Board can access. He discussed them knowing the rules of the CDD and HOA. He asked if there was anything else the Board would like for him to change as he would be more than willing to do so.

- Mr. Frawley indicated to him the District has cameras and would like for them to take a look, he downloaded the app and uses his cellphone to check his officers and camera. He can constantly check his officer to make sure they are doing the work and at the same time assisting the officer because he has more eyes through the camera. Further discussion ensued on this matter.
 - Mr. Rodriguez, Jr stated in the past he know everyone is informed of what is going on with Covid-19 he would like to ensure they are okay if the Board decides to sign this contract if they go forward are the security officers willing and able to change their schedule if they need since the club house is closed until further notice as the Board awaits an update from the Governors' executive order and how they will go forward. Mr. Rivera confirmed the security officers can changes their schedule should that be required. Further discussion ensued on this matter.
 - Ms. Incandela wanted to ensure the security officers are more educated about the policies and procedures in the communities and there needs to be some sort of protocol. Further discussion ensued on this matter.
- E. Duties and Responsibilities**
- Discussion was had regarding and responsibilities of the officers within the community.

FOURTH ORDER OF BUSINESS

Consideration of Security Service Agreement

- This item was discussed during the amenity reopening plans and it was decided to table this item for further discussion at the July meeting.

FIFTH ORDER OF BUSINESS

Discussion of Amenity Reopening Plans

- Mr. Crary requested the policy manual which is provided to staff.
- Ms. Incandela asked Ms. Mackie to provide her input of what other communities are doing in terms of security and re-openings. Ms. Incandela asked if they are appointing a liaison from the Board to oversee the security or is everything on an as it happens basis and are they doing separate security policies for enforcement of the Covid regulations.

- Ms. Mackie stated it is currently the Phase I of the reopening plan in draft form which was circulated by Ms. Suit. She feels there is work to be done on this policy with respect to Brighton Lakes. In particular, understanding all communities are different and their staffing pre-Covid was different at various facilities and from experience, it has gotten harder not easier with respect to the confrontations occurring at amenity centers when it comes to these types of regulations. Primarily because some individuals view them as a front to their rights and so in that respect as we all have seen elsewhere there has been more hostility shown in times with confrontation than with someone with an open container in a pre-Covid environment. Further discussion ensued on this matter.
- It does behoove the District to think about the way in which the proposed reopening plan should be tailored to the specifics of the community and provide the security staff as much flexibility needed to deal with situations as it arises.
- Mr. Rodriguez stated a security guard is one thing, but he feels having a law enforcement presence, though the cost is a lot more, would help the situation.
- Ms. Suit stated it would have to be when the officer is off duty and only when they have availability as the District would provide a schedule and the Sherriff's office will let us know if they have availability. Mr. Rodriguez agreed with Ms. Suit but did indicate the officer chooses which neighborhood they wished to work in. Further discussion ensued on this matter.
- Further discussion ensued dealing with difficult individuals. As well Mr. Frawley asked if the officers will be required to wear masks and inquired who was providing these masks. Further discussion ensued regarding cost of two officers and since they will be cutting back the hours, they would be able to afford having two officers as the expense will be the same as having one.
- Mr. Peter brought up the problems with children that are unmonitored and being dropped off and left by their parents at the center and how will this be handled. Mr. Frawley stated they have an age limit which restricts people to invite guests and only an adult aged 18 and older can invite a guest as they are responsible for them and they have to be present.

- Mr. Peters stated having two security guards is the direction to go and limiting the hours, but at the same time they are going to have the capacity that is going to show up is going to be the younger kids. Ms. Incandela asked in the reopening phase one, is it going to be the gym or just the pool.
- Ms. Incandela asked about the guidelines specific to allow gyms to be opened. Ms. Mackie stated the phase one protocol which was recirculated to the Board was prior to the gym reopening. In respect to the gym, foremost is a 10-person limitation with social distancing in place. However, space limitation with being able to social distance in a small enclosed place such that you may have the ability for folks to operate multiple machines, but they will have to be six feet of each other and this may limit less than 10 people from accessing the gym. It is somewhat a case by case basis depending on the particular of the facility, but they are much in line with the understanding that gyms can reopen as long as they can continue to accommodate that six foot distance and social distancing and heightened sanitation would also be a factor incorporated into any reopening plan.
- Ms. Incandela would like to get the Board's input on reopening the gym as it is a very small enclosed space and she does not see how they could socially distance in there with more than one or two people. Mr. Crary provided his input and was in agreement with Ms. Incandela. Ms. Mackie did not know if Inframark has had experience with this but for Districts where they do not have large fulltime staff and space to accommodate larger groups of people some are using tools such as sign up genius which establishes blocks of time that people have to sign up for in advance. Further discussion ensued on this matter.
- Extensive discussion was had regarding the pool and various suggestions and ideas were made about utilization during the pandemic.
- Mr. Crary suggested keeping the pool closed until their July meeting and whatever the Board feels would be a reasonable approach to letting the community members know what they are doing. Ms. Suit indicated the notice of closure was sent to the HOA to distribute to the residents. Ms. Incandela suggested they should work on getting a database of their own so they can

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provide such messages to the homeowners versus relying on others. Further discussion ensued regarding emails which Ms. Suit will follow-up on.

- Ms. Suit asked about the security services which Ms. Incandela indicated at the moment there was no need for security services. Further discussion ensued if the facilities are not opened up for the next 60 days will these officers which were selected for this assignment still be available? One will be available, the other officer he does not believe would wait 60 days
- This item will be tabled until July at which time they should have more clarity on the current situation.

SIXTH ORDER OF BUSINESS

Supervisor Request

- Mr. Frawley mentioned individuals fishing at night and residents have been inquiring what the policies are as it is not clear.
- Ms. Incandela asked if they are trespassing on residents' property and was informed no they are in the common areas behind the homes. Further discussion ensued on this matter. Mr. Crary stated every month they have a crime watch meeting and every meeting there is five to six people and there is a sheriff deputy who comes on to the property and meets with the people, talks about what crimes have been going on in the community within the last month, answers questions and gets their input. It seems they are already doing what is being suggested, and probably people are either not aware of it.
- Extensive discussion was had regarding this issue.
- Mr. Crary wanted to briefly discuss the District website. He provided a brief with a number of issues.
- Mr. Crary stated the website needs to be reorganized so it is user friendly for both residents and Board members. He tried to use it and it was of no value to him and looks forward to having further discussion on the website. He will review the website again and provide a list of items to present at the next Board meeting.
- Ms. Suit reminded Mr. Crary about the website being ADA compliant and a number of items previously on the website were removed. If the Board so desired to have additional items on the website there will be a cost to have all

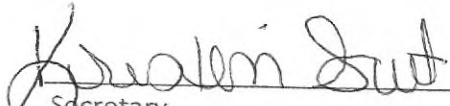
the documents remediated to be ADA compliant. She continued and indicated the majority of communities are only putting the required information unless the District wants to pay an exuberant amount of money to have documents converted to be ADA compliant on its website.

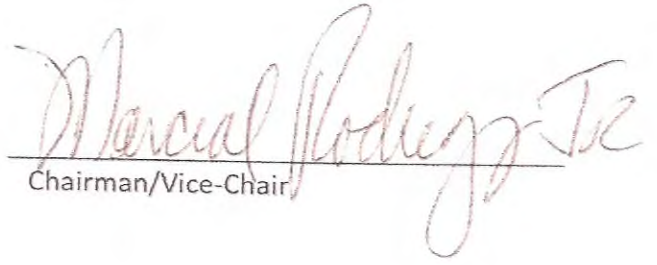
- Ms. Mackie stated there are plenty of Districts that have meeting minutes separate from their agenda and if the Board wanted to do that, they could. They just need direction from District staff to do so with the understanding that there may be additional costs in doing so.
- Ms. Mackie stated they need to look at the links on the website and ensure they are not dead ends and if Mr. Crary has a list of them to provide them so it can be fixed on the website. Ms. Suit will look at the website and did not see any dead-end links but asked Mr. Crary to provide those to her so she can review. Further discussion ensued on this matter.
- Mr. Peter discussed the pavers which were recently installed he noticed there was a slight depression right as you exit the paver onto the road towards the bridge. He also mentioned a number of homes on Kariba which are for sale and making the new homeowner aware of policy of the community.
- Ms. Incandela stated when the house is sold and there is a new owner, HOA is the one who provides the and not the CDD. They had previously discussed about partnering with the HOA and getting information to homeowners. There was discussion for the HOA and CDD having a workshop to address these issues but then Covid happened
- Further discussion ensued on this matter.
- Ms. Incandela asked if the next meeting needs to be in person. Ms. Mackie stated the Governors' orders extended until the first week of July and the current Board meeting which is scheduled for July 2, 2020.
- Ms. Suit confirmed she has already set up for virtually and the notice and resolution which indicates virtually or in person. It is just a matter of determining
- Discussion ensued regarding whether they will be inviting anyone to the upcoming July meeting.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Mr. Rodriguez, Jr seconded by Ms. Jennings
with all in favor the meeting adjourned. 5-0


Secretary


Chairman/Vice-Chair