



# *Brighton Lakes Community Development District*

**April 8, 2026**

**Agenda Package**

**TEAMS MEETING INFORMATION**

**MEETING ID: 242 572 715 486**

**PASSCODE: CrkZ63**

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313 Campus St,  
Celebration, Florida 34747

## **CLEAR PARTNERSHIPS**



**COLLABORATION**



**LEADERSHIP**



**EXCELLENCE**



**ACCOUNTABILITY**



**RESPECT**

**Brighton Lakes Community Development District**

**Board of Supervisors**

Marcial Rodriguez, Jr., Chairman  
John Crary, Vice Chairman  
Michelle Incandela, Assistant Secretary  
Mark Peters, Assistant Secretary  
Nadine Singh, Assistant Secretary

**Staff:**

Michael Perez, District Manager  
Ryan Dugan, District Counsel  
Pete Glasscock, District Engineer  
Justin Fisher, Field Inspection Coordinator  
Dennis Hisler, CDD Landscaping & Maintenance Liaison  
Sandra MacGregor, District Accountant  
Melinda Gallo, Administrative Assistant

**Meeting Agenda  
Wednesday, April 8, 2026 – 6:00 p.m.**

- 
- 1. Call to Order and Roll Call**
  - 2. Approval of Agenda**
  - 3. Audience Comments - Three (3) Minute Time Limit**
  - 4. Staff Reports**
    - A. District Accountant
      - i. Review of Financials.....P. 3
      - ii. Acceptance of Check Register .....P. 19
    - B. Blade Runners Report.....P. 23
      - i. Review of Irrigation Report .....P. 26
    - C. District Engineer
    - D. Field Inspection Report .....P. 33
    - E. Magnosec Report
    - F. Envera Report
    - G. Solitude Lake Management Report.....P. 45
    - H. CDD Liaison Report
    - I. District Counsel
    - J. District Manager
      - i. Review of Project Board
      - ii. Discussion of Fiscal Year 2027 Budget
  - 5. Business Administration Items**
    - A. Consideration of Minutes from the Meeting held March 11, 2026.....P. 51
  - 6. Supervisors’ Requests**
  - 7. Adjournment**

*The next meeting is scheduled for Wednesday, May 13, 2026, at 6:00 p.m.*

**District Office:**  
313 Campus Street  
Celebration, FL 34747  
407-566-1935

**Meeting Location:**  
Brighton Lakes Clubhouse  
4250 Brighton Lakes Boulevard  
Kissimmee, FL 34746

***Brighton Lakes  
Community  
Development  
District***

***Financial Report***

***February 28, 2026***

**CLEAR PARTNERSHIPS**



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**BRIGHTON LAKES**  
**Community Development District**

**Financial Statements**

(Unaudited)

**February 28, 2026**

**BRIGHTON LAKES**

Community Development District

**Governmental Funds****Balance Sheet**  
February 28, 2026

<b>ACCOUNT DESCRIPTION</b>	<b>GENERAL FUND</b>	<b>SERIES 2017 DEBT SERVICE FUND</b>	<b>SERIES 2022-1 DEBT SERVICE FUND</b>	<b>SERIES 2022-2 DEBT SERVICE FUND</b>	<b>TOTAL</b>
<b>ASSETS</b>					
Cash - Checking Account	\$ 244,288	\$ -	\$ -	\$ -	\$ 244,288
Cash in Transit	-	20,564	-	-	20,564
Due From Other Funds	-	1,554	1,897	1,264	4,715
Investments:					
Money Market Account	2,900,325	-	-	-	2,900,325
SBA Account	15,270	-	-	-	15,270
Reserve Fund	-	23,744	-	-	23,744
Revenue Fund	-	201,322	347,221	177,534	726,077
<b>TOTAL ASSETS</b>	<b>\$ 3,159,883</b>	<b>\$ 247,184</b>	<b>\$ 349,118</b>	<b>\$ 178,798</b>	<b>\$ 3,934,983</b>
<b>LIABILITIES</b>					
Accounts Payable	\$ 15,190	\$ -	\$ -	\$ -	\$ 15,190
Accrued Expenses	5,300	-	-	-	5,300
Due To Other Funds	4,715	-	-	-	4,715
<b>TOTAL LIABILITIES</b>	<b>25,205</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,205</b>
<b>FUND BALANCES</b>					
<b>Restricted for:</b>					
Debt Service	-	247,184	349,118	178,798	775,100
<b>Assigned to:</b>					
Operating Reserves	330,036	-	-	-	330,036
Reserves - Capital Projects	1,150,477	-	-	-	1,150,477
Reserves - Clubhouse	47,478	-	-	-	47,478
Reserves - Field	91,995	-	-	-	91,995
Reserves - Landscape	190,967	-	-	-	190,967
Reserves - Recreation Facilities	101,817	-	-	-	101,817
Reserves - Roadways	350,094	-	-	-	350,094
<b>Unassigned:</b>	871,814	-	-	-	871,814
<b>TOTAL FUND BALANCES</b>	<b>\$ 3,134,678</b>	<b>\$ 247,184</b>	<b>\$ 349,118</b>	<b>\$ 178,798</b>	<b>\$ 3,909,778</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 3,159,883</b>	<b>\$ 247,184</b>	<b>\$ 349,118</b>	<b>\$ 178,798</b>	<b>\$ 3,934,983</b>

**BRIGHTON LAKES**

Community Development District

**General Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2026

<b>ACCOUNT DESCRIPTION</b>	<b>ANNUAL ADOPTED BUDGET</b>	<b>YEAR TO DATE BUDGET</b>	<b>YEAR TO DATE ACTUAL</b>	<b>VARIANCE (\$) FAV(UNFAV)</b>	<b>YTD ACTUAL AS A % OF ADOPTED BUD</b>
<b>REVENUES</b>					
Interest - Investments	\$ 75,000	\$ 31,250	\$ 34,792	\$ 3,542	46.39%
Room Rentals	50	21	-	(21)	0.00%
Interest - Tax Collector	2,800	1,867	1,214	(653)	43.36%
Special Assmnts- Tax Collector	1,246,851	1,168,206	1,174,507	6,301	94.20%
Special Assmnts- Discounts	(49,874)	(46,728)	(46,630)	98	93.50%
Gate Bar Code/Remotes	1,500	625	591	(34)	39.40%
Access Cards	100	50	-	(50)	0.00%
<b>TOTAL REVENUES</b>	<b>1,276,427</b>	<b>1,155,291</b>	<b>1,164,474</b>	<b>9,183</b>	<b>91.23%</b>
<b>EXPENDITURES</b>					
<b>Administration</b>					
P/R-Board of Supervisors	14,400	6,000	6,000	-	41.67%
FICA Taxes	1,102	459	275	184	24.95%
ProfServ-Arbitrage Rebate	600	-	-	-	0.00%
ProfServ-Engineering	35,000	14,583	3,346	11,237	9.56%
ProfServ-Legal Services	30,000	12,500	11,006	1,494	36.69%
ProfServ-Mgmt Consulting	60,742	25,309	25,309	-	41.67%
ProfServ-Property Appraiser	387	-	720	(720)	186.05%
ProfServ-Special Assessment	5,305	2,210	5,305	(3,095)	100.00%
ProfServ-Trustee Fees	11,045	4,041	4,256	(215)	38.53%
Auditing Services	3,800	-	3,700	(3,700)	97.37%
Website Compliance	2,000	833	776	57	38.80%
Communication - Telephone	15,000	6,250	6,633	(383)	44.22%
Postage and Freight	1,200	500	189	311	15.75%
Insurance - General Liability	27,008	6,752	10,556	(3,804)	39.08%
Printing and Binding	1,500	625	150	475	10.00%
Legal Advertising	2,500	1,042	2,113	(1,071)	84.52%
Miscellaneous Services	2,000	833	1,106	(273)	55.30%
Misc-Assessment Collection Cost	24,151	22,628	22,558	70	93.40%
Annual District Filing Fee	175	175	175	-	100.00%
<b>Total Administration</b>	<b>237,915</b>	<b>104,740</b>	<b>104,173</b>	<b>567</b>	<b>43.79%</b>

**BRIGHTON LAKES**

Community Development District

**General Fund**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2026

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)	YTD ACTUAL AS A % OF ADOPTED BUD
<b>Field</b>					
ProfServ-Field Management	43,911	18,296	18,296	-	41.67%
ProfServ - Field Management Onsite Staff	63,851	26,605	26,605	-	41.67%
Contracts-Landscape	255,000	106,250	102,083	4,167	40.03%
Electricity - General	71,000	29,583	26,535	3,048	37.37%
Utility - Water & Sewer	5,000	2,083	1,869	214	37.38%
R&M-Common Area	60,000	25,000	35,535	(10,535)	59.23%
R&M-Irrigation	20,000	8,333	8,113	220	40.57%
R&M-Lake	51,000	21,250	19,584	1,666	38.40%
R&M-Trees and Trimming	10,000	-	-	-	0.00%
R&M-Bush Hogging	12,000	5,000	3,070	1,930	25.58%
Misc-Contingency	750	313	3,499	(3,186)	466.53%
<b>Total Field</b>	<b>592,512</b>	<b>242,713</b>	<b>245,189</b>	<b>(2,476)</b>	<b>41.38%</b>
<b>Gatehouse</b>					
Contracts-Security Services	74,574	31,073	26,568	4,505	35.63%
R&M-Gate	10,000	4,167	7,471	(3,304)	74.71%
<b>Total Gatehouse</b>	<b>84,574</b>	<b>35,240</b>	<b>34,039</b>	<b>1,201</b>	<b>40.25%</b>
<b>Capital Expenditures &amp; Projects</b>					
Capital Reserve	263,100	-	-	-	0.00%
<b>Total Capital Expenditures &amp; Projects</b>	<b>263,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Road and Street Facilities</b>					
R&M-Roads & Alleyways	15,000	6,250	-	6,250	0.00%
R&M-Sidewalks	5,000	2,083	13,978	(11,895)	279.56%
R&M-Signage	2,000	833	2,301	(1,468)	115.05%
<b>Total Road and Street Facilities</b>	<b>22,000</b>	<b>9,166</b>	<b>16,279</b>	<b>(7,113)</b>	<b>74.00%</b>
<b>Community Center</b>					
Contracts-Security Services	66,000	27,500	23,472	4,028	35.56%
R&M-Clubhouse	10,000	4,167	1,255	2,912	12.55%
R&M-Pools	30,000	12,500	18,839	(6,339)	62.80%
Miscellaneous Services	3,500	1,458	1,365	93	39.00%
Capital Projects	10,545	-	-	-	0.00%
<b>Total Community Center</b>	<b>120,045</b>	<b>45,625</b>	<b>44,931</b>	<b>694</b>	<b>37.43%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,320,146</b>	<b>437,484</b>	<b>444,611</b>	<b>(7,127)</b>	<b>33.68%</b>
Excess (deficiency) of revenues Over (under) expenditures	(43,719)	717,807	719,863	2,056	-1646.57%
Net change in fund balance	\$ (43,719)	\$ 717,807	\$ 719,863	\$ 2,056	-1646.57%
<b>FUND BALANCE, BEGINNING (OCT 1, 2025)</b>	<b>2,414,815</b>	<b>2,414,815</b>	<b>2,414,815</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 2,371,096</b>	<b>\$ 3,132,622</b>	<b>\$ 3,134,678</b>		

**BRIGHTON LAKES**  
**Community Development District**

Debt Service Schedules

February 28, 2026

**BRIGHTON LAKES**

Community Development District

*Series 2017 Debt Service Fund*

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2026

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
<b><u>REVENUES</u></b>					
Interest - Investments	\$ 2,400	\$ 1,000	\$ 1,257	\$ 257	52.38%
Special Assmnts- Tax Collector	220,651	206,733	207,848	1,115	94.20%
Special Assmnts- Discounts	(8,826)	(8,031)	(8,252)	(221)	93.50%
<b>TOTAL REVENUES</b>	<b>214,225</b>	<b>199,702</b>	<b>200,853</b>	<b>1,151</b>	<b>93.76%</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Administration</u></b>					
Misc-Assessment Collection Cost	4,413	4,135	3,992	143	90.46%
<b>Total Administration</b>	<b>4,413</b>	<b>4,135</b>	<b>3,992</b>	<b>143</b>	<b>90.46%</b>
<b><u>Debt Service</u></b>					
Principal Debt Retirement	173,000	-	-	-	0.00%
Interest Expense	36,693	18,346	18,346	-	50.00%
<b>Total Debt Service</b>	<b>209,693</b>	<b>18,346</b>	<b>18,346</b>	<b>-</b>	<b>8.75%</b>
<b>TOTAL EXPENDITURES</b>	<b>214,106</b>	<b>22,481</b>	<b>22,338</b>	<b>143</b>	<b>10.43%</b>
Excess (deficiency) of revenues Over (under) expenditures	119	177,221	178,515	1,294	150012.61%
Net change in fund balance	\$ 119	\$ 177,221	\$ 178,515	\$ 1,294	150012.61%
<b>FUND BALANCE, BEGINNING (OCT 1, 2025)</b>	<b>68,669</b>	<b>68,669</b>	<b>68,669</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 68,788</b>	<b>\$ 245,890</b>	<b>\$ 247,184</b>		

**BRIGHTON LAKES**

Community Development District

*Series 2022-1 Debt Service Fund*

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 28, 2026

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
<b><u>REVENUES</u></b>					
Interest - Investments	\$ 1,500	\$ 625	\$ 2,462	\$ 1,837	164.13%
Special Assmnts- Tax Collector	269,315	252,328	253,689	1,361	94.20%
Special Assmnts- Discounts	(10,773)	(10,094)	(10,072)	22	93.49%
<b>TOTAL REVENUES</b>	<b>260,042</b>	<b>242,859</b>	<b>246,079</b>	<b>3,220</b>	<b>94.63%</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Administration</u></b>					
Misc-Assessment Collection Cost	5,386	5,046	4,872	174	90.46%
<b>Total Administration</b>	<b>5,386</b>	<b>5,046</b>	<b>4,872</b>	<b>174</b>	<b>90.46%</b>
<b><u>Debt Service</u></b>					
Principal Debt Retirement	192,000	-	-	-	0.00%
Interest Expense	62,714	31,357	31,357	-	50.00%
<b>Total Debt Service</b>	<b>254,714</b>	<b>31,357</b>	<b>31,357</b>	<b>-</b>	<b>12.31%</b>
<b>TOTAL EXPENDITURES</b>	<b>260,100</b>	<b>36,403</b>	<b>36,229</b>	<b>174</b>	<b>13.93%</b>
Excess (deficiency) of revenues Over (under) expenditures	(58)	206,456	209,850	3,394	-361810.34%
Net change in fund balance	\$ (58)	\$ 206,456	\$ 209,850	\$ 3,394	-361810.34%
<b>FUND BALANCE, BEGINNING (OCT 1, 2025)</b>	<b>139,269</b>	<b>139,269</b>	<b>139,269</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 139,211</b>	<b>\$ 345,725</b>	<b>\$ 349,119</b>		

**BRIGHTON LAKES**

Community Development District

Series 2022-2 Debt Service Fund

**Statement of Revenues, Expenditures and Changes in Fund Balances**

For the Period Ending February 28, 2026

<u>ACCOUNT DESCRIPTION</u>	<u>ANNUAL ADOPTED BUDGET</u>	<u>YEAR TO DATE BUDGET</u>	<u>YEAR TO DATE ACTUAL</u>	<u>VARIANCE (\$) FAV(UNFAV)</u>	<u>YTD ACTUAL AS A % OF ADOPTED BUD</u>
<b><u>REVENUES</u></b>					
Interest - Investments	\$ 750	\$ 313	\$ 761	\$ 448	101.47%
Special Assmnts- Tax Collector	179,405	168,089	168,995	906	94.20%
Special Assmnts- Discounts	(7,176)	(6,724)	(6,709)	15	93.49%
<b>TOTAL REVENUES</b>	<b>172,979</b>	<b>161,678</b>	<b>163,047</b>	<b>1,369</b>	<b>94.26%</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Administration</u></b>					
Misc-Assessment Collection Cost	3,588	3,362	3,246	116	90.47%
<b>Total Administration</b>	<b>3,588</b>	<b>3,362</b>	<b>3,246</b>	<b>116</b>	<b>90.47%</b>
<b><u>Debt Service</u></b>					
Principal Debt Retirement	135,000	-	-	-	0.00%
Interest Expense	35,227	17,613	17,613	-	50.00%
<b>Total Debt Service</b>	<b>170,227</b>	<b>17,613</b>	<b>17,613</b>	<b>-</b>	<b>10.35%</b>
<b>TOTAL EXPENDITURES</b>	<b>173,815</b>	<b>20,975</b>	<b>20,859</b>	<b>116</b>	<b>12.00%</b>
Excess (deficiency) of revenues Over (under) expenditures	(836)	140,703	142,188	1,485	-17008.13%
Net change in fund balance	\$ (836)	\$ 140,703	\$ 142,188	\$ 1,485	-17008.13%
<b>FUND BALANCE, BEGINNING (OCT 1, 2025)</b>	<b>36,610</b>	<b>36,610</b>	<b>36,610</b>		
<b>FUND BALANCE, ENDING</b>	<b>\$ 35,774</b>	<b>\$ 177,313</b>	<b>\$ 178,798</b>		

**Notes to the Financial Statements**

*February 28, 2026*

<b>General Fund</b>
---------------------

▶ **Assets**

- **Cash and Investments** - The District has one Money Market and Checking account with Bank United (See Cash & Investments Report for further details) and one trust fund account with the State Board of Administration.
- **Cash in Transit** - US Bank deposited Debt Series check in wrong account, corrected in March
- **Due From Other Funds** - Assessment collected by tax collector to be transferred from the GF in March.

▶ **Liabilities**

- **Accounts Payable** - Invoices for current month not paid in current month.
- **Accrued Expenses** - Electric and water
- **Due To Other Funds** - Assessment collected by tax collector to be transferred from the GF in March.

▶ **Fund Balance**

Operating Reserve	330,036	1st Q Operating reserves sch A FY25-26 budget.
Reserves - Capital Projects	1,150,477	Reserves approved by board.
Reserves - Clubhouse	47,478	" "
Reserves - Field	91,995	" "
Reserves - Landscape	190,967	" "
Reserves - Recreation Facilities	101,817	" "
Reserves - Roadways	350,094	" "
<b>Total Reserves</b>	<b>\$ 2,262,864</b>	

**Notes to the Financial Statements**

**February 28, 2026**

**Financial Overview / Highlights**

- ▶ Interest revenue from the Money Market is 46% and total revenue is 91% of adopted budget.
- ▶ General Fund expenditures are approximately 34% of the Adopted budget.
- ▶ Significant variances explained below.

**Variance Analysis**

Account Name	Annual Budget	YTD Actual	% YTD Budget	Explanation
<b>Expenditures</b>				
<b><u>Administrative</u></b>				
ProfServ-Special Assessment	\$ 5,305	\$ 5,305	100%	Assessments paid in full.
ProfServ-Trustee Fees	\$ 11,045	\$ 4,256	39%	Trustee fees paid for 2017 series.
Auditing Services	\$ 3,800	\$ 3,700	97%	FY25 Audit fees paid in full.
Website Compliance	\$ 2,000	\$ 776	39%	Website compliance fees YTD.
Communication - Telephone	\$ 15,000	\$ 6,633	44%	Charter Communications & Century Link YTD fees.
Insurance - General Liability	\$ 27,008	\$ 10,556	39%	Florida Municipal Insurance Trust - 2nd. Install FY26.
Legal Advertising	\$ 2,500	\$ 2,113	85%	Notices for workshops & public hearings.
Miscellaneous Services	\$ 2,000	\$ 1,106	55%	ADP fees, domain renewals & supplies.
Annual District Filing Fee	\$ 175	\$ 175	100%	Filing fees paid in full.
<b><u>Field</u></b>				
R&M-Common Area	\$ 60,000	\$ 35,535	59%	Improvements to Star Glass Circle & supplies.
Misc.-Contingency	\$ 750	\$ 3,499	467%	Maintenance supplies & holiday lighting.
<b><u>Road and Street Facilities</u></b>				
R&M-Sidewalks	\$ 5,000	\$ 13,978	280%	Sidewalk grinding and replacement.
R&M-Signage	\$ 2,000	\$ 2,301	115%	New aluminum & vinyl signs YTD.
<b><u>Community Center</u></b>				
Contracts-Security Services	\$ 66,000	\$ 23,472	36%	Monthly fee based on number of hours worked.
R&M-Pools	\$ 30,000	\$ 18,839	63%	Monthly pool maintenance and new pump for kiddie pool.

**BRIGHTON LAKES**  
**Community Development District**

Supporting Schedules

February 28, 2026

**Non-Ad Valorem Special Assessments - Osceola County Tax Collector  
(Monthly Collection Distributions)  
For the Fiscal Year Ending September 30, 2026**

Date Received	Net Amount Received	Discount / (Penalties) Amount	Collection Costs	Gross Amount Received	ALLOCATION BY FUND			
					General Fund	Series 2017 Debt Service Fund	Series 2022-1 Debt Service Fund	Series 2022-2 Debt Service Fund
<b>Assessments Levied FY 2025</b>				\$ 1,916,220	\$ 1,246,850	\$ 220,651	\$ 269,315	\$ 179,405
<b>Allocation %</b>				100%	65.07%	11.51%	14.05%	9.36%
11/14/25	\$ 40,485	\$ 2,228	\$ 826	\$ 43,539	\$ 28,330	\$ 5,013	\$ 6,119	\$ 4,076
11/21/25	138,099	5,872	2,818	146,789	95,513	16,903	20,630	13,743
12/12/25	2,507	39	51	2,597	1,690	299	365	243
12/12/25	1,345,407	57,203	27,457	1,430,067	930,519	164,671	200,988	133,889
12/22/25	112,560	4,624	2,297	119,481	77,744	13,758	16,792	11,186
01/12/26	26,666	867	544	28,077	18,269	3,233	3,946	2,629
01/12/26	19,489	556	398	20,443	13,302	2,354	2,873	1,914
02/09/26	1,263	20	26	1,308	851	151	184	123
02/09/26	12,233	255	250	12,738	8,288	1,467	1,790	1,193
<b>TOTAL</b>	<b>\$ 1,698,709</b>	<b>\$ 71,664</b>	<b>\$ 34,668</b>	<b>\$ 1,805,039</b>	<b>\$ 1,174,508</b>	<b>\$ 207,848</b>	<b>\$ 253,689</b>	<b>\$ 168,995</b>
<b>% COLLECTED</b>				<b>94%</b>	<b>94%</b>	<b>94%</b>	<b>94%</b>	<b>94%</b>
<b>Total O/S</b>				<b>\$ 111,181</b>	<b>\$ 72,344</b>	<b>\$ 12,802</b>	<b>\$ 15,626</b>	<b>\$ 10,409</b>

**Cash and Investment Report**

*February 28, 2026*

<u>ACCOUNT NAME</u>	<u>BANK NAME</u>	<u>INVESTMENT TYPE</u>	<u>MATURITY</u>	<u>YIELD</u>	<u>BALANCE</u>
Checking Account - Operating	BankUnited	Public Funds Checking	N/A	0.00%	\$ 244,288
Money Market Account	BankUnited	MMA	N/A	3.40%	\$ 2,900,325
Operating Account- Fund A	SBA	Local Gov. Surplus Trust Fund	N/A	3.88%	\$ 15,270
<b>GF Subtotal</b>					<b>\$ 3,159,883</b>

**DEBT SERVICE FUNDS**

Series 2017 Reserve Account	US Bank	Open-Ended CP	N/A	5.25%	\$ 23,744
Series 2017 Revenue Account	US Bank	Open-Ended CP	N/A	5.25%	\$ 201,322
Series 2022-1 Revenue Fund	US Bank	Open-Ended CP	N/A	4.90%	\$ 367,785
Series 2022-2 Revenue Fund	US Bank	Open-Ended CP	N/A	4.90%	\$ 177,534
<b>DS Subtotal</b>					<b>\$ 770,385</b>
<b>Total</b>					<b>\$ 3,930,268</b>

# Bank Account Statement

Brighton Lakes CDD

**Bank Account No.** 9878  
**Statement No.** 02-26

**Statement Date** 02/28/2026

<b>G/L Account No. 101003 Balance</b>	244,287.90	<b>Statement Balance</b>	251,345.97
		<b>Outstanding Deposits</b>	0.00
<b>Positive Adjustments</b>	0.00	<b>Subtotal</b>	251,345.97
<b>Subtotal</b>	244,287.90	<b>Outstanding Checks</b>	-7,058.07
<b>Negative Adjustments</b>	0.00	<b>Ending Balance</b>	244,287.90
<b>Ending G/L Balance</b>	244,287.90		

Posting Date	Document Type	Document No.	Vendor	Description	Amount	Cleared Amount	Difference
<b>Outstanding Checks</b>							
02/20/2026	Payment	1360	CHARTER COMMUNICATION	Payment of Invoice 014363			-358.95
02/18/2026	Payment	300103	CHARTER COMMUNICATION	Inv: 2002334012126-ACH			-40.00
02/24/2026	Payment	100236	HANSON, WALTER & ASSOCIATES	Inv: 5295583			-1,162.50
02/24/2026	Payment	100239	KATRINA S SCARBOROUGH	Inv: 2019027			-719.53
02/24/2026	Payment	100240	MAGNOSEC CORP	Inv: 2332			-2,576.00
02/24/2026	Payment	100242	KUTAK ROCK LLP	Inv: 3690257			-1,817.71
02/24/2026	Payment	300106	CHARTER COMMUNICATION	Inv: 2009180020926			-383.38
			S - ACH				
<b>Total Outstanding Checks</b>							-7,058.07

**Outstanding Deposits**

**Total Outstanding Deposits**

**BRIGHTON LAKES**  
**Community Development District**

Check Register and Invoices

*February 2026*

## BRIGHTON LAKES COMMUNITY DEVELOPMENT DISTRICT

## Payment Register by Fund

For the Period from 02/01/2026 to 02/28/2026

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>							
<b>CHECK # 100227</b>							
001	02/09/26	TECHNI-POOLS	1675	1/21/2026 Replace 3THP motor and kit	R&M-Pools	546074-57204	\$874.08
001	02/09/26	TECHNI-POOLS	1784	February 2026 Monthly pool services	R&M-Pools	546074-57204	\$2,264.00
<b>Check Total</b>							<b>\$3,138.08</b>
<b>CHECK # 100228</b>							
001	02/09/26	ENVERA SYSTEMS LLC	763869	2/1 - 2/28/2026 Monitoring services	Contracts-Security Services	534037-53904	\$5,401.93
<b>Check Total</b>							<b>\$5,401.93</b>
<b>CHECK # 100229</b>							
001	02/09/26	MAGNOSEC CORP	2306	1/5 - 1/18/2026 Security services	Contracts-Security Services	534037-57204	\$2,576.00
<b>Check Total</b>							<b>\$2,576.00</b>
<b>CHECK # 100230</b>							
001	02/09/26	SOLITUDE LAKE MGMT	PSI234495	February 2026 Monthly pond services	R&M-Lake	546042-53901	\$4,054.50
<b>Check Total</b>							<b>\$4,054.50</b>
<b>CHECK # 100231</b>							
001	02/09/26	HANSON, WALTER & ASSOCIATES	5295420	EMERGENCY ACCESS JUNE BERRY WAY	ProfServ-Engineering	531013-51501	\$869.38
<b>Check Total</b>							<b>\$869.38</b>
<b>CHECK # 100232</b>							
001	02/09/26	TERMINIX PROCESSING CENTER	465846951	11/10/2025 Pest control	R&M-Clubhouse	546015-57204	\$81.32
001	02/09/26	TERMINIX PROCESSING CENTER	465846834	11/10/2025 Pest control	R&M-Clubhouse	546015-57204	\$93.81
001	02/09/26	TERMINIX PROCESSING CENTER	467495732	1/2/2026 Pest control	R&M-Clubhouse	546015-57204	\$81.32
001	02/09/26	TERMINIX PROCESSING CENTER	467495523	1/2/2026 Pest control	R&M-Clubhouse	546015-57204	\$93.81
<b>Check Total</b>							<b>\$350.26</b>
<b>CHECK # 100233</b>							
001	02/09/26	FEDEX	9-137-07852	1/13/2026 Fedex postage	Postage and Freight	541006-51301	\$25.88
<b>Check Total</b>							<b>\$25.88</b>
<b>CHECK # 100234</b>							
001	02/09/26	INFRAMARK LLC	169006	December 2025 Postage, agenda, toilet repair, and home depot	Printing and Binding	547001-51301	\$30.00
001	02/09/26	INFRAMARK LLC	169006	December 2025 Postage, agenda, toilet repair, and home depot	Postage and Freight	541006-51301	\$0.74
001	02/09/26	INFRAMARK LLC	169006	December 2025 Postage, agenda, toilet repair, and home depot	R&M-Common Area	546016-53901	\$661.03
001	02/09/26	INFRAMARK LLC	170563	February 2026 Monthly District Management Services	ProfServ-Mgmt Consulting	531027-51201	\$5,061.83
001	02/09/26	INFRAMARK LLC	170563	February 2026 Monthly District Management Services	ProfServ-Field Management	531016-53901	\$3,659.25
001	02/09/26	INFRAMARK LLC	170563	February 2026 Monthly District Management Services	ProfServ - Field Management Onsite Staff	531106-53901	\$5,320.92
<b>Check Total</b>							<b>\$14,733.77</b>
<b>CHECK # 100235</b>							
001	02/09/26	BLADE RUNNERS COMMERCIAL	186656	12/31/2025 Mulching	R&M-Common Area	546016-53901	\$24,000.00
001	02/09/26	BLADE RUNNERS COMMERCIAL	188615	December 2025 Irrigation repairs	R&M-Irrigation	546041-53901	\$1,992.05
001	02/09/26	BLADE RUNNERS COMMERCIAL	188612	1/26/2026 Irrigation repairs, 2581 Chapala Dr parking	R&M-Irrigation	546041-53901	\$707.88
001	02/09/26	BLADE RUNNERS COMMERCIAL	189477	February 2026 Monthly landscaping services	Contracts-Landscape	534050-53901	\$20,416.67
<b>Check Total</b>							<b>\$47,116.60</b>
<b>CHECK # 100236</b>							
001	02/24/26	HANSON, WALTER & ASSOCIATES	5295583	January 2026 District Engineering Services	ProfServ-Engineering	531013-51501	\$1,162.50
<b>Check Total</b>							<b>\$1,162.50</b>
<b>CHECK # 100237</b>							
001	02/24/26	FEDEX	9-171-10379	Postage	Postage and Freight	541006-51301	\$29.00
<b>Check Total</b>							<b>\$29.00</b>

## BRIGHTON LAKES COMMUNITY DEVELOPMENT DISTRICT

## Payment Register by Fund

For the Period from 02/01/2026 to 02/28/2026

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>CHECK # 100238</b>							
001	02/24/26	INFRAMARK LLC	171430	Postage, agendas, and home depot	Printing and Binding	547001-51301	\$30.00
001	02/24/26	INFRAMARK LLC	171430	Postage, agendas, and home depot	Postage and Freight	541006-51301	\$8.14
001	02/24/26	INFRAMARK LLC	171430	Postage, agendas, and home depot	Misc-Contingency	549900-53901	\$123.60
<b>Check Total</b>							<b>\$161.74</b>
<b>CHECK # 100239</b>							
001	02/24/26	KATRINA S SCARBOROUGH	2019027	OSCEOLA NON AD VALOREM ASSMNTS ON TAX ROLL	ProfServ-Property Appraiser	531035-51301	\$719.53
<b>Check Total</b>							<b>\$719.53</b>
<b>CHECK # 100240</b>							
001	02/24/26	MAGNOSEC CORP	2332	2/2 - 2/16/2026 Security services	Contracts-Security Services	534037-57204	\$2,576.00
<b>Check Total</b>							<b>\$2,576.00</b>
<b>CHECK # 100241</b>							
001	02/24/26	EXERCISE SYSTEMS INC	052477	2/3/2026 Exercise equipment repairs	R&M-Clubhouse	546015-57204	\$314.95
<b>Check Total</b>							<b>\$314.95</b>
<b>CHECK # 100242</b>							
001	02/24/26	KUTAK ROCK LLP	3690257	December 2025 District counsel services	ProfServ-Legal Services	531023-51401	\$1,817.71
<b>Check Total</b>							<b>\$1,817.71</b>
<b>CHECK # 1360</b>							
001	02/20/26	CHARTER COMMUNICATIONS - ACH	2009180010926-ACH	SVC PRD 1/9/26-02/08/26	Communication - Telephone	541003-51301	\$358.95
<b>Check Total</b>							<b>\$358.95</b>
<b>CHECK # 300097</b>							
001	02/02/26	CHARTER COMMUNICATIONS - ACH	1981488011426-ACH	SVC PRD 1/14/26-02/13/26	Communication - Telephone	541003-51301	\$317.35
<b>Check Total</b>							<b>\$317.35</b>
<b>CHECK # 300100</b>							
001	02/06/26	CHARTER COMMUNICATIONS - ACH	2002334012126	SVC PRD 1/21/26-02/20/26	Communication - Telephone	541003-51301	\$40.00
<b>Check Total</b>							<b>\$40.00</b>
<b>CHECK # 300101</b>							
001	02/17/26	CENTURYLINK - ACH	020126-8906	SVC 02/01 - 02/28/26	Communication - Telephone	541003-51301	\$226.02
<b>Check Total</b>							<b>\$226.02</b>
<b>CHECK # 300102</b>							
001	02/20/26	CENTURYLINK - ACH	012226-2871	SVC 02/01 - 02/28/26	Communication - Telephone	541003-51301	\$401.99
<b>Check Total</b>							<b>\$401.99</b>
<b>CHECK # 300103</b>							
001	02/18/26	CHARTER COMMUNICATIONS - ACH	2002334012126-ACH	SVC PRD 1/21/26-02/20/26	Communication - Telephone	541003-51301	\$40.00
<b>Check Total</b>							<b>\$40.00</b>
<b>CHECK # 300104</b>							
001	02/13/26	KUA - ACH	012726-ACH	SRV PRD 1/27/26-2/17/26	Electricity - General	543006-53901	\$5,621.36
<b>Check Total</b>							<b>\$5,621.36</b>
<b>CHECK # 300105</b>							
001	02/23/26	CHARTER COMMUNICATIONS - ACH	2009172020826-ACH	BILL PRD 02/08/26-03/07/26	Communication - Telephone	541003-51301	\$175.86
<b>Check Total</b>							<b>\$175.86</b>
<b>CHECK # 300106</b>							
001	02/24/26	CHARTER COMMUNICATIONS - ACH	2009180020926	BILL PRD 02/09/26 - 03/08/26	Communication - Telephone	541003-51301	\$383.38
<b>Check Total</b>							<b>\$383.38</b>

**BRIGHTON LAKES COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Fund**

For the Period from 02/01/2026 to 02/28/2026

(Sorted by Check / ACH No.)

Fund No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid	
<b>CHECK # 300107</b>								
001	02/23/26	HOME DEPOT-ACH	6010915-ACH	2/5/2026 Home Depot, motion sensor	Misc-Contingency	549900-53901	\$50.95	
							<i>Check Total</i>	\$50.95
<b>CHECK # 300110</b>								
001	02/20/26	TOHO WATER AUTHORITY - ACH	012226-ACH-1	PRD SERV 12/23-01/22/26	Utility - Water & Sewer	543021-53901	\$290.88	
							<i>Check Total</i>	\$290.88
							<b>Fund Total</b>	<b>\$92,954.57</b>

**SERIES 2017 DEBT SERVICE FUND - 205**

<b>CHECK # 1358</b>								
205	02/20/26	BRIGHTON LAKES CDD C/O U.S BANK N.A.	021026-2017 SERIES	TRFR ASSESS - 2017 SER FY25-26	Due From Other Funds	131000	\$18,275.80	
							<i>Check Total</i>	\$18,275.80
							<b>Fund Total</b>	<b>\$18,275.80</b>

**SERIES 2022-1 DEBT SERVICE FUND - 206**

<b>CHECK # 1359</b>								
206	02/20/26	BRIGHTON LAKES CDD C/O U.S BANK N.A.	021026-2022-1 SER	TRFR ASSESS 2022-1 SER FY25-26	Due From Other Funds	131000	\$22,306.49	
							<i>Check Total</i>	\$22,306.49
							<b>Fund Total</b>	<b>\$22,306.49</b>

**SERIES 2022-2 DEBT SERVICE FUND - 207**

<b>CHECK # 1357</b>								
207	02/20/26	BRIGHTON LAKES CDD C/O U.S BANK N.A.	021026-2022-2 SER	TRFR ASSESS 2022-2 SER FY25-26	Due From Other Funds	131000	\$14,859.46	
							<i>Check Total</i>	\$14,859.46
							<b>Fund Total</b>	<b>\$14,859.46</b>

<b>Total Checks Paid</b>	<b>\$148,396.32</b>
--------------------------	---------------------

Landscape Check List for (Month) <u>MARCH</u>		(Year) 20 <u>26</u>				
	Item	Day (M T W R F)	Date	Section	Done (+)	Rain Day Notes (if any) Work Authorization # (if any)
I	Irrigated Turf - St Augustine - Weekly (1 or full weeks starting with Monday) (except November through February when it is mowed every other week)			111		
	A Mowing			111(a)		
	Week 1 ✓					
	Week 2 ✓					
	Week 3 ✓					
	Week 4 ✓					
	Week 5					
	B Hard Edging - Same Day as Mowing			112		
	Week 1 ✓					
	Week 2 ✓					
	Week 3 ✓					
	Week 4 ✓					
	Week 5					
	C Removal of Clippings - Same Day as Mowing			112(d)		
	Week 1 ✓					
	Week 2 ✓					
	Week 3 ✓					
	Week 4 ✓					
	Week 5					
II	Non-Irrigated Bahia Turf - Weekly except for November through April when it is mowed every other week					
	A Mowing			111(a)		
	Week 1 ✓					
	Week 2 ✓					
	Week 3 ✓					
	Week 4 ✓					
	Week 5					
	B Hard Edging - Same Day as Mowing			112		
	Week 1 ✓					
	Week 2 ✓					
	Week 3 ✓					
	Week 4 ✓					
	Week 5					
	C Removal of Clippings - Same Day as Mowing			112(d)		
	Week 1 ✓					
	Week 2 ✓					
	Week 3 ✓					
	Week 4 ✓					
	Week 5					
III	Soft Edging (Twice a month March through October - Once a month November through February)			112(b)		
	Week 1 ✓					
	Week 2					
IV	Trimming (Areas Inaccessible to Mowers) (Completed Same Day as Mowing)			113		

	St Augustine Week 1 / Week 2 / Week 3 / Week 4 / Week 5 /  Bahia Week 1 / Week 2 / Week 3 / Week 4 / Week 5 /	
V	Weed Control (If Acceptable To Contractor - S) [Contractor to list Areas of Application] Beds around pool, play ground and camera poles as requested by <u>COO</u>	4.1.1(a)
VI	Disease/Fungus Control (If Acceptable to Contractor - S) [Contractor to list Areas of Application] Yes, v.o treated	4.1.1(b)
VII	Pruning of Shrubs & Ground Cover A Detailing of Planted Areas (Monthly) / B Summer Flowering Shrubs (April) / C Spring Flowering Shrubs (After Blooming) / D Broad Leaf Evergreen Shrubs (Yearly) / E Counters (Yearly) / F Selective Pruning to Expose Landscape Lights (As Needed) / G Remove All Dead Wood (As Needed) /	4.2.1(a) 4.2.1(b) 4.2.1(c) 4.2.1(d) 4.2.1(e) 4.2.1(f) 4.2.1(g)
VIII	Fertilization (Furl) Four Times Per Year First Application Second Application Third Application Fourth Application Inhouse AS program on schedule date.	4.1.5(a)
IX	Pest Control (If Acceptable To Contractor - S) [Contractor to list below the Areas of Application(s)] Ants on Blvd + play grounds + Camera pole	4.1.6
X	A Soil Tests for Furl Care and Tree Care (Listed as "As Needed") First Test Second Test Third Test Fourth Test Fifth Test Sixth Test B pH Adjustments for Furl Care and Tree Care (Invoked Separately, Work Authorization Required) [Contractor list below each adjustment]	4.1.7 and 4.3.5
XI	Weeding (Weekly) Week 1 / Week 2 / Week 3 / Week 4 /	4.2.2(a)

	Week 5	
XII	Fertilization (Shrubs/Ground Cover) Three Times Per Year (Reapplication at contractor's expense) First Application Second Application Third Application	4 2 3
	March - April.	
XIII	Mulching (Invoiced Separately, Work Authorization Required) Planting Beds Tree Rings	4 2 3 4 3 4
	N/A	
XIV	Tree Care	
A	Pruning - Removal of Dead Branches to 15 Feet (one time per year) First Pruning	4 3 1(a)
	Done ✓	
B	Pruning - Trees in Buffer areas (one time per year) First Pruning	4 3 1(c)
	done ✓ work on it.	
C	Pruning - Ornamental Trees (Yearly) Date(s) of Pruning	4 3 1(d)
D	Fertilization (Trees) Three Times Per Year First Application Second Application Third Application	4 3 2
	done ✓	
E	Pest Control (Invoiced Separately, Work Authorization Required) [Contractor to list below the Area(s) of Application(s)]	4 3 3
XV	Quarterly Bush Hogging (Invoiced Separately, Work Authorization Required) First Service Second Service Third Service Fourth Service	1 1 1 h
	done ✓	
XVI	Mowing between Devon Court and Wingfield Place (Every Other Week) Week 1 Week 2	4 1 1 h
XVII	Litter Removal - Every Weekday Contractor Present (includes all turf, roadways adjacent to turf, parks, and planting beds) [Contractor to list below each date of litter removal for this month]	4 5 2

March 2026



COMMERCIAL LANDSCAPING ORLANDO, LLC.

19 N TEXAS AVE, ORLANDO, FL 32805  
 TEL 407.306 0600  
 WWW.BLADERUNNERSORLANDO.COM

CURRENT

PROPERTY: Brighton Lakes

NAME: Alexander Mercado.

DATE: 3-5-26 TIME:

PAGE: 1 OF 3

Clock A

ADJUSTED

START TIME	10:00 pm
END TIME	7:00 pm

M	T	W	T	F	S	S	M	T	W	T	F	S	S
○	○	○	○	○	○	○							
M	T	W	T	F	S	S	M	T	W	T	F	S	S

ZONE NUMBER	1	2	3	4	5	6	7	8	9	10	11	12
SPRAY OR ROTOR NOZZLE	R	R	R	R	R	R	R	R	R/S	R	R	R/S
CURRENT min-	20	20	20	20	20	20	20	20	20	20	20	20
ADJUSTED RUN TIME												
MAINTENANCE REPAIR	2x			1x							1x	
PARTIAL CLOG												
ARC OR RADIUS ADJ.												
HEAD STRAIGHTENED												
HEAD MISSING/BROKEN												
CHANGE 4" TO 6" POP UP												
CHANGE 6" TO 12" POP UP												
HEAD RAISED SHROUB												
SEVERE CLOG			2x				1x					1x
INCORRECT NOZZLE												
RELOCATION												
LEAK IN HEAD												
LEAK IN PIPE												
HEAD NOT ROTATING												
VALVE NOT OPERATING												
OTHER - SEE COMMENTS												

COMMENTS: (Attach extra sheet if necessary) All system been check, tripods working properly.

CUSTOMER SIGNATURE

DATE

INSPECTED BY BLADE RUNNERS TECH



COMMERCIAL LANDSCAPING ORLANDO, LLC.

19 N TEXAS AVE, ORLANDO, FL 32805  
 TEL 407.306.0600  
 WWW.BLADERUNNERSORLANDO.COM

PROPERTY Brighton Lakes  
 NAME A.M  
 DATE 3-5-26 TIME \_\_\_\_\_  
 PAGE 2 OF 3

CURRENT

ADJUSTED

START TIME	
END TIME	

M	T	W	T	F	S	S	OPEN DAYS	M	T	W	T	F	S	S	ADJUSTED DAYS
M	T	W	T	F	S	S	OPEN DAYS	M	T	W	T	F	S	S	ADJUSTED DAYS

ZONE NUMBER	13	14	15	16	17	18	19	20	21	22	23	24
SPRAY OR ROTOR SORR	S	S	S	R/S	S	S	S	S	R	R	R	R
CURRENT												
ADJUSTED RUN TIME												
MAINTENANCE REPAIR		1X				2X					1X	
PARTIAL CLOG												
ARC OR RADIUS ADE												
HEAD STRAIGHTENED												
HEAD MISSING/BROKEN												
CHANGE 4" TO 6" POP UP												
CHANGE 6" TO 12" POP UP												
HEAD RAISED SHRI B												
SEVERE CLOG	1X			1X				1X				1X
INCORRECT NOZZLE												
RELOCATION												
LEAK IN HEAD												
LEAK IN PIPE												
HEAD NOT ROTATING									1		2X	
VALVE NOT OPERATING												
OTHER - SEE COMMENTS												

COMMENTS: (Attach extra sheet if necessary) \_\_\_\_\_

CUSTOMER SIGNATURE

DATE

INSPECTED BY BLADE RUNNERS TECH



**COMMERCIAL LANDSCAPING ORLANDO, LLC.**

19 N TEXAS AVE, ORLANDO, FL 32805  
 TEL 407.306 0600  
 WWW.BLADERUNNERSORLANDO.COM

PROPERTY NAME Brighton Lakes  
 NAME A-M.  
 DATE March 2026 TIME  
 PAGE 3 of 3

CURRENT

ADJUSTED

CURRENT TIME	
ADJUSTED TIME	

M	T	W	T	F	S	S	WEEKEND DAYS
M	T	W	T	F	S	S	WEEKEND DAYS

M	T	W	T	F	S	S	WEEKEND DAYS
M	T	W	T	F	S	S	WEEKEND DAYS

ZONE NUMBER	25	26	27	28	29	30	31	32						
SPRAY OR ROTOR SIZE	S/R	S/R	7/2	5/2	S/R	7/2	S/R	S/R						
CURRENT	20	20	20	20	20	20	20	20						
ADJUSTED RUN TIME														
MAINTENANCE REPAIR														
PARTIAL CLOG		1x						1x						
ARC OR RADIUS ADD														
HEAD STRAIGHTENED														
HEAD MISSING/BROKEN														
CHANGE 4" TO 6" POP UP														
CHANGE 6" TO 12" POP UP														
HEAD RAISED SHIRT														
SEVERE CLOG	1x							1x						
INCORRECT NOZZLE														
RELOCATION														
LEAK IN HEAD														
LEAK IN PIPE														
HEAD NOT ROTATING								1x						
VALVE NOT OPERATING														
OTHER - SEE COMMENTS														

COMMENTS: (Attach extra sheet if necessary) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

CUSTOMER SIGNATURE

DATE

INSPECTED BY BLADE RUNNERS TECH





COMMERCIAL LANDSCAPING ORLANDO, LLC.

19 N TEXAS AVE, ORLANDO, FL 32805  
 TEL 407.306.0600  
 WWW.BLADERUNNERSORLANDO.COM

CURRENT

PROPERTY Brighton Lakes

NAME A.M

DATE March 2026 TIME

PAGE 1 OF 1

Timer C

ADJUSTED

10:00 PM

0	1	2	3	4	5	6	7	8	9	10	11	12	13
M	T	W	T	F	S	S	M	T	W	T	F	S	S

ZONE NUMBER	1	2	3	4	5	6	7	8	9	10	11	12	13
SPRAY OR COLOR SOURCE	S	S	-	R	R	R	R	R	R	R/S	S	S	S
CURRENT min	20	20	20	20	20	20	20	20	20	20	20	20	20
ADJUSTED RUN TIME													
MAINTENANCE/REPAIR													
PARTIAL CLOG	X							X					
ARC OR RADIUS ADD													
HEAD STRAIGHTENED													
HEAD MISSING/BROKEN													
CHANGE 4" TO 6" POP UP													
CHANGE 6" TO 12" POP UP													
HEAD RAISED/SHOULDER													
SEVERE CLOG													
INCORRECT NOZZLE													
RELOCATION													
LEAK IN HEAD													
LEAK IN PIPE													
HEAD NOT OPERATING					X				X			X	
VALVE NOT OPERATING													
OTHER - SEE COMMENTS													

COMMENTS: (Attach extra sheet if necessary)

CUSTOMER SIGNATURE

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PROPERTY Brighton Lakes

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DATE March 2026 TIME

PAGE 1 OF 1

Timer D  
 ADJUSTED

10:00 pm

M	T	W	T	F	S	S	M	T	W	T	F	S	S
M	T	W	T	F	S	S	M	T	W	T	F	S	S

ZONE NUMBER	1	2	3	4	5	6	7	8	9	10	11	12	13
SPRAY DIRECTION SOURCE	S	S	S	S	S/R	S	S	S	S	R	S	S	S/R
CURRENT min	15	15	15	15	15	15	15	15	15	15	15	15	15
ADJUSTED DREN TIME													
MAINTENANCE/REPAIR													
PARTIAL CLOG													
NO. OF RADIOS ADJ													
HEAD STRAIGHTENED													
HEAD MISSING/BROKEN													
CHANGE 4" TO 6" POP/CP													
CHANGE 6" TO 12" POP/CP													
HEAD RAISED SOURCE													
SEVERE CLOG													
INCORRECT NOZZLE													
RELOCATION													
LEAK IN HEAD													
LEAK IN PIPE													
HEAD NOT OPERATING													
VALVE NOT OPERATING													
OTHER - SEE COMMENTS													

COMMENTS: (Attach extra sheet if necessary)

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CUSTOMER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ INSPECTED BY BLADE RUNNERS TECH \_\_\_\_\_



COMMERCIAL LANDSCAPING ORLANDO, LLC.

19 N TEXAS AVE. ORLANDO, FL 32805  
 TEL 407.306.0600  
 WWW.BLADERUNNERSORLANDO.COM

CURRENT

PROPERTY Brighton Lakes

NAME A.M

DATE March 2016 TIME

PAGE 1 OF 1

timer E  
 ADJUSTED

10:00 pm

M	W	T	S	S	M	W	T	S	S
0	0	0			0	0	0		

ZONE NUMBER	1	2	3	4	5	6	7	8	9	10	11
SPRAY OR BOGOR NOSE	S	S	R/S	S	S	S	S	S	S	S	R
CURRENT	20	20	20	20	20	20	20	20	20	20	20
ADJUSTED RUN TIME											
MAINTENANCE REPAIR											
PARTIAL CLOG				X				X			
NO. OF BRACHES ADE											
HEAD STRAIGHTENED											
HEAD MISSING BROKEN											
CHANGE 4" TO 6" POP UP											
CHANGE 6" TO 12" POP UP											
HEAD MISSING DISBURB											
SEVERE CLOG											
INCORRECT NOZZLE											
RELOCATION											
LEAK IN HEAD											
LEAK IN PIPE											
HEAD NOT READING			X								X
VALVE NOT OPERATING											
OTHER - SEE COMMENTS											

COMMENTS: (Attach extra sheet if necessary) system working properly,

CUSTOMER SIGNATURE

DATE

INSPECTED BY BLADE RUNNERS TECH



## Brighton Lakes CDD March Field Inspection

Monday, March 16, 2026

Prepared For Board of Supervisors

34 Items Identified

Justin Fisher

Inframark



### Item 1 - Basketball Lights

Assigned To: Inframark

Assigned to Project Manager.

Contractor who is performing fence repair will bring in lift and adjust lights at the same time.



### Item 2 - Drain Install

Assigned To: Inframark

Assigned to Project Manager.

District Engineer and Raul to discussed options. Raul to submit proposal.

Location:

Amenity Center Basketball Court

### Item 3 - Fence Fasteners

Assigned To: Inframark

This will be addressed during the approved fence install/repair. Screw clamps will be removed and traditional fence straps will be used.



### Item 4 - Clean Up

Assigned To: Inframark

Assigned to Maintenance Dept.

Clean up debris around the pool equipment.



### Item 5 - Repair/Replace Speaker

Assigned To: Inframark

Assigned to Project Manager.

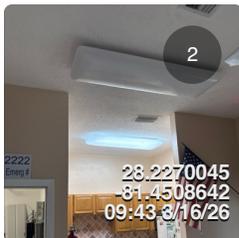
Contractor will explore replacement of this speaker and making sure the audio works.

### Item 6 - Light Fixtures

Assigned To: Inframark

Assigned to Electrical Dept.

Replace 19 incandescent light fixtures with LED fixtures throughout the clubhouse, restrooms and gym.





**Item 7 - Repaint Interior Door**

Assigned To: Inframark

Assigned to Maintenance Dept.



**Item 8 - Storage Door**

Assigned To: Inframark

Assigned to Project Manager

Replace Amenity Center storage door. Proposal will be provided.



**Item 9 - Trash**

Assigned To: Inframark

Assigned to Maintenance Dept.

Remove all trash from behind the bushes. Salvage the LED lights from the gate arm.



**Item 10 - Replace Light Fixture**

Assigned To: Inframark

Assigned to Electrical Dept.

Replace this light fixture.

### Item 11 - Repaint Light Poles

Assigned To: Inframark

Assigned to Maintenance Dept.

Location: Amenity Center Playground



### Item 12 - ADA Mulch

Assigned To: Blade Runners

Blade Runners to provide proposal to add ADA mulch to all 3 playgrounds.



### Item 13 - Pressure Wash

Assigned To: Inframark

Assigned to Maintenance Dept.



### Item 14 - Repair Swings

Assigned To: Inframark

Assigned to Maintenance Dept.

Replace the plastic coated chains on the swings. Pic 1 shows chains in disrepair. Pic 2 shows what they should look like.



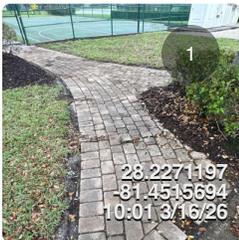
### Item 15 - Brick Pavers

Assigned To: Inframark/Blade Runners

Blade Runners to provide a proposal to remove the Live Oak and Inframark will repair the pavers.

Location:

Just outside the basketball court.



### Item 16 - Dog Station

Assigned To: Inframark

Assigned to Maintenance Dept.

Replace the basket/can and paint the post. Can is rusted out on the bottom.



### Item 17 - Drainage

Assigned To: Blade Runners/Inframark

Washout of mulch caused by drainage from tennis courts



### Item 18 - Depression

Assigned To: Inframark

Assigned to Maintenance Dept.

Per District Engineer, fill in depression and monitor.

Location:

2656 Patrician Cir



**Item 19 - Clear Out Vegetation**

Assigned To: Blade Runners

Blade Runners to provide proposal to remove Wax Myrtle and Brazilian Peppers.

Location:

4301 Juneberry Way



**Item 20 - Trash/Algae/Submerged Weeds**

Assigned To: Solitude Lake Management

Trash and Algae to be addressed during routine maintenance.

Location:

Pond 9



**Item 21 - Dumping**

Assigned To: Blade Runners

Clear out illegal dumping near Pond 9

**Item 22 - Ant Mounds**

Assigned To: Blade Runners

Property-wide, continue to treat active ant mounds and rake out dormant ones.





**Item 23 - Access To ROW**

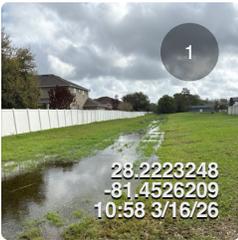
Assigned To: Board Update

District Manager to send letter resident asking them to remove the chain allowing access to Pond 9 ROW.

Location:

Pond 9

4394 Devon Ct



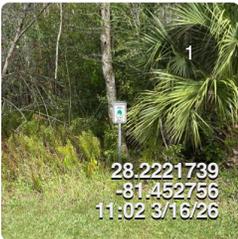
**Item 24 - Easement**

Assigned To: Board Update

The board may want to explore dredging/digging out this area for effective water flow.

Location:

2657 Star Grass Cir



**Item 25 - Cutbacks**

Assigned To: Blade Runners

Continue to cutback vegetation to the conservation signs.

Location:

2657 Star Grass Cir

### Item 26 - Sidewalk

Assigned To: Inframark

Repair sidewalks that are lifting.

Location:

Near Pond 6



### Item 27 - Gutter Grinding

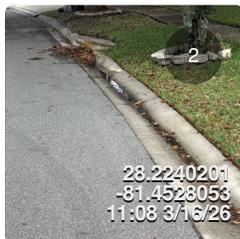
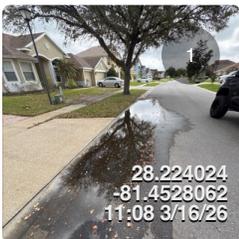
Assigned To: Inframark

Assigned to Maintenance Dept.

District Engineer discussed cutting a groove in the gutter to improve water flow.

Location:

2572 Chapala Dr





### Item 28 - Depression

Assigned To: Board Update

Per District Engineer, need to fill in for now. Engineer will procure a contractor to diagnose and repair the storm drain system.

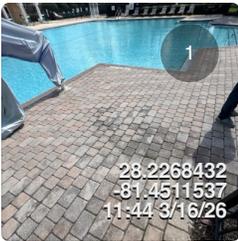
Location:

2558 Chapala Dr

### Item 29 - Depressions At Pool

Assigned To: Techni-Pools

There are multiple depressions at either corner of the pool pictured.



### Item 30 - Traffic Bollards

Assigned To: Inframark

Replace or straighten traffic bollards. Also, need to place reflective tape on bollards in disrepair.



### Item 31 - Gutter Repair

Assigned To: Blade Runners

Juan said he would attempt to repair this gutter when he has a lift on property for tree pruning.



### Item 32 - Fill In Depressions

Assigned To: Inframark

Assigned to Maintenance Dept.

Fill in multiple depressions in this area at the Amenity Center.



### Item 33 - Aquatic Weeds/Algae

Assigned To: Solitude Lake Management

Mild algae growth and submerged weeds to be addressed during routine maintenance.

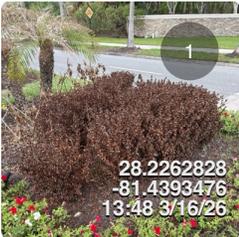
Location:

Pond 7

### Item 34 - Dead Vegetation

Assigned To: Blade Runners

Blade Runners to remove Dwarf Umbrella and Dwarf Ixora that will not bounce back. Vendor will provide proposal for replacements.





Work Order	00941377	Account	Brighton Lakes CDD
Work Order	00941377	Contact	Michael Perez
Number		Address	4250 Brighton Lakes Blvd Kissimmee, FL 34746 United States
Created Date	3/16/2026		

Work Details

Specialist Comments to Customer	On today's visit, we treated the ponds for aquatic weeds and Torpedo grasses. Improvements should be visible over the coming days. Thank you.	Prepared By	Tristan Burch
---------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------	-------------	---------------

Work Order Assets

Asset	Status	Product Work Type
pond 9	Inspected	
pond 3	Inspected	
pond 8	Inspected	
pond 1	Inspected	
pond 2	Inspected	
pond 4	Inspected	
pond 5	Inspected	
pond 6	Inspected	
pond 7	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
pond 8	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 3	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 9	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 7	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 6	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 5	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 4	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 2	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 1	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 8	DYE APPLICATION	
pond 3	DYE APPLICATION	
pond 9	DYE APPLICATION	
pond 7	DYE APPLICATION	
pond 6	DYE APPLICATION	



Work Order 00941377  
 Work Order 00941377  
 Number

Account Brighton Lakes CDD  
 Contact Michael Perez  
 Address 4250 Brighton Lakes Blvd  
 Kissimmee, FL 34746  
 United States

Created Date 3/16/2026

pond 5	DYE APPLICATION	
pond 4	DYE APPLICATION	
pond 2	DYE APPLICATION	
pond 1	DYE APPLICATION	
pond 8	SHORELINE WEED CONTROL	
pond 8	MONITORING	
pond 8	LAKE WEED CONTROL	
pond 8	ALGAE CONTROL	
pond 3	SHORELINE WEED CONTROL	
pond 3	MONITORING	
pond 3	LAKE WEED CONTROL	
pond 3	ALGAE CONTROL	
pond 9	SHORELINE WEED CONTROL	
pond 9	MONITORING	
pond 9	LAKE WEED CONTROL	
pond 9	ALGAE CONTROL	
pond 7	SHORELINE WEED CONTROL	
pond 7	MONITORING	
pond 7	LAKE WEED CONTROL	
pond 7	ALGAE CONTROL	
pond 6	SHORELINE WEED CONTROL	
pond 6	MONITORING	
pond 6	LAKE WEED CONTROL	
pond 6	ALGAE CONTROL	
pond 5	SHORELINE WEED CONTROL	
pond 5	MONITORING	
pond 5	LAKE WEED CONTROL	
pond 5	ALGAE CONTROL	
pond 4	SHORELINE WEED CONTROL	
pond 4	MONITORING	
pond 4	LAKE WEED CONTROL	
pond 4	ALGAE CONTROL	
pond 2	SHORELINE WEED CONTROL	
pond 2	MONITORING	



Work Order 00941377

Work Order 00941377

Number

Account

Brighton Lakes CDD

Contact

Michael Perez

Address

4250 Brighton Lakes Blvd  
Kissimmee, FL 34746  
United States

Created Date 3/16/2026

pond 2	LAKE WEED CONTROL	
pond 2	ALGAE CONTROL	
pond 1	SHORELINE WEED CONTROL	
pond 1	MONITORING	
pond 1	LAKE WEED CONTROL	
pond 1	ALGAE CONTROL	
pond 7		
pond 6		
pond 5		
pond 4		
pond 2		
pond 1		
pond 8		
pond 3		
pond 9		



Work Order	00944443	Account	Brighton Lakes CDD
Work Order	00944443	Contact	Michael Perez
Number		Address	4250 Brighton Lakes Blvd Kissimmee, FL 34746 United States
Created Date	3/24/2026		

**Work Details**

Specialist Comments to Customer	For today's visit we used copper sulfate to help slow the growth of algae. We also used a systemic herbicide to kill any invasive grasses and weeds. Improvements should be visible over the coming weeks. Thank you.	Prepared By	Tristan Burch
---------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------	---------------

**Work Order Assets**

Asset	Status	Product Work Type
pond 2	Inspected	
pond 4	Inspected	
pond 1	Inspected	
pond 7	Inspected	
pond 9	Inspected	
pond 5	Inspected	
pond 6	Inspected	
pond 3	Inspected	
pond 8	Inspected	

**Service Parameters**

Asset	Product Work Type	Specialist Comments to Customer
pond 8	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 3	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 9	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 7	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 6	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 5	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 4	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 2	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 1	TRASH / DEBRIS COLLECTION (IN HOUSE)	
pond 8	DYE APPLICATION	
pond 3	DYE APPLICATION	
pond 9	DYE APPLICATION	
pond 7	DYE APPLICATION	



Work Order	00944443	Account	Brighton Lakes CDD
Work Order	00944443	Contact	Michael Perez
Number		Address	4250 Brighton Lakes Blvd Kissimmee, FL 34746 United States

Created Date 3/24/2026

pond 6	DYE APPLICATION	
pond 5	DYE APPLICATION	
pond 4	DYE APPLICATION	
pond 2	DYE APPLICATION	
pond 1	DYE APPLICATION	
pond 8	SHORELINE WEED CONTROL	
pond 8	MONITORING	
pond 8	LAKE WEED CONTROL	
pond 8	ALGAE CONTROL	
pond 3	SHORELINE WEED CONTROL	
pond 3	MONITORING	
pond 3	LAKE WEED CONTROL	
pond 3	ALGAE CONTROL	
pond 9	SHORELINE WEED CONTROL	
pond 9	MONITORING	
pond 9	LAKE WEED CONTROL	
pond 9	ALGAE CONTROL	
pond 7	SHORELINE WEED CONTROL	
pond 7	MONITORING	
pond 7	LAKE WEED CONTROL	
pond 7	ALGAE CONTROL	
pond 6	SHORELINE WEED CONTROL	
pond 6	MONITORING	
pond 6	LAKE WEED CONTROL	
pond 6	ALGAE CONTROL	
pond 5	SHORELINE WEED CONTROL	
pond 5	MONITORING	
pond 5	LAKE WEED CONTROL	
pond 5	ALGAE CONTROL	
pond 4	SHORELINE WEED CONTROL	
pond 4	MONITORING	
pond 4	LAKE WEED CONTROL	
pond 4	ALGAE CONTROL	
pond 2	SHORELINE WEED CONTROL	



Work Order 00944443

Work Order 00944443

Number

Account Brighton Lakes CDD

Contact Michael Perez

Address 4250 Brighton Lakes Blvd  
Kissimmee, FL 34746  
United States

Created Date 3/24/2026

pond 2	MONITORING	
pond 2	LAKE WEED CONTROL	
pond 2	ALGAE CONTROL	
pond 1	SHORELINE WEED CONTROL	
pond 1	MONITORING	
pond 1	LAKE WEED CONTROL	
pond 1	ALGAE CONTROL	
pond 8		
pond 3		
pond 6		
pond 5		
pond 9		
pond 7		
pond 1		
pond 4		
pond 2		



47 vendor for their work and inquired about the possibility of installing a volleyball court.

48 Discussion ensued.

49 Ms. Janelle addressed the Board regarding landscapers dumping leaves behind her home.

50 Mr. Mel spoke regarding a gate arm that is not functioning properly.

51

52 **FOURTH ORDER OF BUSINESS** **Staff Reports**

53 **A. District Accountant**

54 **i. Review of Financials**

55 **ii. Acceptance of Check Register**

56 Mr. Crary inquired about an invoice related to legal advertising from the prior year. Mr.

57 Perez explained the associated costs. Ms. MacGregor then provided additional context

58 regarding the District’s overall financial position.

59 **B. Blade Runners Report**

60 **i. Review of Irrigation Report**

61 Mr. Marquess of United Land Services addressed the Board regarding the services ULS

62 can provide and discussed the transition from Blade Runners to ULS. Mr. Crary asked

63 several questions regarding their services, and discussion ensued.

64 Mr. Ramirez then reviewed his report, including previously discussed items and the

65 current status of work throughout the District.

66 Mr. Ramirez noted that palm trimming and bush hogging are scheduled for March 23,

67 2026.

68 On MOTION by Mr. Crary, seconded by Mr. Peters, with all in favor,  
69 invoice #217353 in the amount of \$807.72 was approved. (4-0)

71 On MOTION by Mr. Crary, seconded by Ms. Singh, with all in favor,  
72 invoice #217329 in the amount of \$1,251.12 was approved. (4-0)

74 On MOTION by Mr. Crary, seconded by Mr. Peters, with all in favor,  
75 invoice #217361 in the amount of \$3,758.17 was approved. (4-0)

76  
77 The Board discussed invoice #217359 in the amount of \$664.88 and determined it  
78 pertained to resident property and should be handled by the HOA.

79 The Board also discussed landscape cutbacks and replacements to be presented at the  
80 April meeting.

81 Mr. Crary thanked Mr. Ramirez for the report and asked follow-up questions on several  
82 items. Discussion ensued.

Brighton Lakes CDD  
March 11, 2026

83 **E. Magnosec Report**

84 Mr. Rivera reviewed the security report and discussed current operations.  
85 The Board approved adjusting security hours from 1:00 p.m. to 10:00 p.m. beginning  
86 March 13, 2026, for Spring Break, and again beginning June 1 through Labor Day for  
87 summer operations.

88 **G. Solitude Lake Management Report**

89 Mr. Anderson reviewed the pond treatment schedule and ongoing maintenance.  
90 Mr. Hisler will coordinate with Tristan regarding access to Pond 9 and the current treatment  
91 approach.

92 **F. Envera Report**

93 Mr. Morris reviewed items called in for the month. Mr. Hisler asked about leveling  
94 certain gate arms. Mr. Crary discussed a gate arm that had been damaged and was left on the  
95 ground and inquired about the process moving forward.  
96 Mr. Elliott discussed a credit to the District, and discussion ensued.

97

98 

On MOTION by Mr. Peters, seconded by Mr. Crary, with all in favor, the 99 seven (7) month credit agreement was approved. (4-0)
-----------------------------------------------------------------------------------------------------------------------------------

100

101 The Board also agreed to utilize 15-foot gate arms and breakaway arms moving forward.

102 **C. District Engineer**

103 Mr. Glasscock reviewed items from the field report based on Mr. Hisler's list.  
104 Mr. Fisher asked about water standing on the basketball court. Mr. Crary also inquired about  
105 street gutters holding water. Mr. Glasscock suggested the gutters be ground down to improve  
106 drainage.

107 **D. Field Inspection Report**

108 Mr. Fisher reviewed completed items from his report as well as outstanding items.  
109 Mr. Peters and Mr. Crary expressed frustration with items not being completed in a  
110 timely manner. Mr. Fisher and Mr. Perez assured the Board that items would be addressed  
111 prior to the next meeting and that improvements would be seen going forward.

112 Mr. Fisher also stated he will take inventory of plant material throughout the District.

113 **H. CDD Liaison Report**

114 Mr. Hisler reviewed his report and discussed French drains and pressure washing.

115 **I. District Counsel**

116 Mr. Dugan reviewed the response from the HOA regarding the fence agreement and  
117 noted that they do not agree with the terms, as it would add additional responsibilities to their  
118 process.

119 **J. District Manager**

120 **i. Review of Project Board**

121 Mr. Perez reviewed open items and presented proposals from the pool vendor.

122  
123 On MOTION by Mr. Peters, seconded by Ms. Singh, with all in favor, the  
124 Inframark Basketball Court Fence and Gate Repair proposal #199 in the  
125 amount of \$5,285.00 was approved. (4-0)

126  
127 The MOR Sports proposal in the amount of \$54,939.32 for court resurfacing was tabled.

128  
129 **FIFTH ORDER OF BUSINESS Business Items**

130 **A. Consideration of Resolution 2026-04, Authorizing Trespass Enforcement for Violations**  
131 **of Amenity Rules**

132 Mr. Dugan presented Resolution 2026-04 and explained that it will include the District Manager,  
133 Board, and liaison for enforcement purposes.

134  
135 On MOTION by Mr. Peters, seconded by Ms. Singh, with all in favor,  
136 Resolution 2026-04, Authorizing Trespass Enforcement for Violations of  
137 Amenity Rules was adopted. (4-0)

138  
139 **B. Ratification of Resolution 2026-03, Authorizing Bank Account Signatories**

140  
141 On MOTION by Mr. Peters, seconded by Mr. Crary, with all in favor,  
142 Resolution 2026-03, Authorizing Bank Account Signatories, was ratified.  
143 (4-0)

144  
145 **SIXTH ORDER OF BUSINESS Business Administration Items**

146 **A. Consideration of Minutes from the Meeting held February 11, 2026**

147  
148 On MOTION by Mr. Crary, seconded by Ms. Singh, with all in favor,  
149 Minutes from the Meeting held February 11, 2026, were approved. (4-0)

150  
151 **SEVENTH ORDER OF BUSINESS Supervisor Requests**

152 Ms. Singh requested a plan for the guardhouse and stated she will assist in guiding the  
153 team.

154  
155 **EIGHTH ORDER OF BUSINESS Adjournment**

156  
157 On MOTION by Mr. Peters, seconded by Ms. Singh, with all in favor, the  
158 meeting was adjourned at 9:52 p.m. (4-0)

159  
160 \_\_\_\_\_  
161 Assistant Secretary

160 \_\_\_\_\_  
161 Chair/Vice Chair