

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

MONTECITO COMMUNITY DEVELOPMENT DISTRICT

The **regular** meeting of the Board of Supervisors of Montecito Community Development District was held on **Monday, April 25, 2016** beginning at **10:32 a.m.** at the Montecito Beach Club, located at 208 Montecito Drive, Satellite Beach, Florida 32937.

Present and constituting a quorum:

Richard Wellman	Board Supervisor, Chairman
Ed Henson	Board Supervisor, Vice Chairman
John Heilner	Board Supervisor, Assistant Secretary
Luis Ramirez	Board Supervisor, Assistant Secretary
James Bourdeau	Board Supervisor, Assistant Secretary <i>(joined the Board after being sworn in)</i>

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Grant Phillips	District Manager, Rizzetta & Company, Inc.
Ginger Wald	District Counsel, Billing Cochran Lyles et. al
Chip Jones	Lerner
Vivian Carvalho	Leland Management (HOA)
Rey Malave	District Engineer, Dewberry
Audience	

FIRST ORDER OF BUSINESS

Call to Order

Mr. Wellman called the meeting to order and Mr. Jeancola read the roll call confirming a quorum for the meeting..

SECOND ORDER OF BUSINESS

Audience Comments on the Agenda

The Board confirmed that discussion would be held regarding the letter that was sent to the District pertaining to sod concerns.

THIRD ORDER OF BUSINESS

Brightview Irrigation Presentation

Representatives from Brightview presented an overview of the District's irrigation system, highlighting its components and common issues with the pumps, two-wire irrigation set up, artesian wells, etc. They fielded questions from the audience, noting that many times issues arise when individual property owners make adjustments and damage the two-wire system and this can impact irrigation further down the line.

FOURTH ORDER OF BUSINESS

**Consideration of Appointment of
Supervisor- Seat #3**

The Chairman introduced Mr. Bourdeau to the Board and members of the audience. Following a brief question and answer period, a motion was made to appoint Mr. Bourdeau to fill seat 3 on the Board.

On Motion by Mr. Heilner, seconded by Mr. Henson, with all in favor, the Board of Supervisors appointed James Bourdeau as Board Supervisor for Montecito Community Development District.

Mr. Jeancola, a Notary in the State of Florida, administered the oath of office to Mr. Bourdeau, who swore and affirmed to the oath as read into the record. Mr. Jeancola reviewed the Form 1 and Sunshine Law requirements for Mr. Bourdeau's benefit and explained that he was eligible to receive compensation for attending Board meetings. Mr. Bourdeau declined compensation at this time.

FIFTH ORDER OF BUSINESS

Discussion on Clubhouse Staffing

A brief discussion was held regarding personal circumstances that have led to a reduction in the number of hours the current facilities manager is available and the need to expedite the hiring of another individual. John E. Robb was mentioned as a suitable candidate based on his experience. He responded to Board questions regarding his experience. District Counsel recommended hiring Mr. Robb on a four month temporary basis and the Board concurred.

On Motion by Mr. Heilner, seconded by Mr. Bourdeau, with all in favor, the Board of Supervisors approved hiring John E. Robb as a Clubhouse employee on a four month temporary basis effective April 25, 2016 for Montecito Community Development District.

A request was made to address items 4D and 4E on the agenda to accommodate the limited availability of both the District Engineer and Chip Jones with the SPE. The Board concurred.

SIXTH ORDER OF BUSINESS

**Ratification of Construction Requisition
#819**

The Board reviewed the requisition. It was noted that the requisition was reviewed by the Lerner (Special Purpose Entity), the District Engineer and the Chairman.

Requisition No.	Payee	Amount
819	Dewberry Engineering, Inc.	\$3,992.50

On Motion by Mr. Ramirez, seconded by Mr. Heilner, with all in favor, the Board of Supervisors ratified Construction Requisition #819, Special Assessment Bonds, Series 2006AB 2016 for Montecito Community Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Construction Evaluation
Criteria**

Ms. Wald reviewed the evaluation criteria that Staff is recommending be utilized in selecting the firm to complete the phase 2C/2D infrastructure improvements. She explained that the District is obligated to select the lowest priced, most responsive vendor.

General discussion ensued with Mr. Malave and Mr. Jones providing an update pertaining to planned infrastructure, utility installations, and the need for additional pump stations, etc.

On Motion by Mr. Heilner, seconded by Mr. Bourdeau, with all in favor, the Board of Supervisors approved the construction evaluation criteria as presented for Montecito Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of Minutes of the Board of
Supervisors Regular Meeting held on
March 28, 2016**

On Motion by Mr. Heilner, seconded by Mr. Ramirez, with all in favor, the Board approved the Minutes of the Board of Supervisors Regular Meeting held on March 28, 2016 for Montecito Community Development District.

NINTH ORDER OF BUSINESS

**Ratification of Operation and
Maintenance Expenditures for March**

The Board reviewed the operation and maintenance expenditures

On Motion by Mr. Heilner, seconded by Mr. Henson, with all in favor, the Board ratified the operations and maintenance expenditures for February 2016 in the amount of \$40,365.40 for Montecito Community Development District.

TENTH ORDER OF BUSINESS

Staff Reports

- A. District Counsel
No report. Ms. Wald indicated that it would likely be mid to late summer before the District would obtain the construction bids.

- B. District Engineer
Mr. Malave informed the Board that the city required that he resubmit the Master Plan for their review. He confirmed that the estimated schedule to commence construction is August or September.

Discussion was held regarding restricting construction vehicles to certain entrances and enforcement of said restrictions. Counsel advised that the police department may need to be contacted as the District does not have policing powers.

Mr. Malave confirmed that he has requested proposals for restriping certain areas of the community.

C. Facility Attendant
Not present.

D. District Manager
Mr. Jeancola reviewed the general financial status of the District as of March 31, 2016, noting that the budgeted expenses total \$246,927 and the actual expenses came in at \$195,121 or under budget \$51,806. A brief discussion ensued.

ELEVENTH ORDER OF BUSINESS

Review of Community Survey Results

Mr. Ramirez reviewed the results of the community survey, noting that 73% of the respondents favored limiting on-street parking and the majority of respondents also desired improvements to irrigation, gates, and the clubhouse. Following a brief discussion it was decided to present a proposed policy for on-street parking restrictions at the May 23rd meeting.

TWELFTH ORDER OF BUSINESS

Consideration of Back Wall Landscape Cleanup Proposal

Mr. Henson reviewed the ValleyCrest proposal to cleanup the back wall landscaping at a cost of \$1,060.

On Motion by Mr. Heilner, seconded by Mr. Ramirez, with all in favor, the Board approved the proposal from ValleyCrest for clean up of the back wall landscaping for a total of \$1,060 for Montecito Community Development District.

THIRTEENTH ORDER OF BUSINESS

Consideration of Pine Straw installation

Mr. Henson reviewed a revised proposal from ValleyCrest to spread pine straw on the pond banks behind the clubhouse in an attempt to rejuvenate the appearance of the landscape in the amount of \$3,950. A brief discussion ensued. Mr. Henson made a motion to approve the proposal, but it died for lack of a second.

FOURTEENTH ORDER OF BUSINESS

Discussion on Tree Removal from CDD Property

Mr. Wellman spoke regarding the proposal from ValleyCrest to remove the tagged trees on CDD property in front of the Town Homes. It was stated that not only does the District not have to obtain a permit to remove the trees, but District Engineer confirmed that replacement would not be required.

On Motion by Mr. Heilner, seconded by Mr. Bourdeau, with all in favor, the Board approved the proposal from ValleyCrest to remove the tagged trees on CDD property in front of the Town Homes totaling of \$2,982.00 for Montecito Community Development District.

FIFTEENTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

Mr. Wellman distributed copies of two quotes for gates from Florida Door Controls in the amounts of \$32,711.00 and \$45,272.00 and a brief discussion ensued. Mr. Wellman asked that the proposals be included on the May agenda and Mr. Heilner asked that the vendor be invited to attend the meeting to respond to questions on the two options.

Audience comments were entertained regarding the need to inform builders of the proper entrances to use to gain access to construction areas and reminded that they could be held liable for damages.

A lengthy discussion was held regarding a request from the Single Family HOA that the District assist with the costs to re-sod yards due to CDD irrigation deficiencies. District Counsel advised that public funds could not be used for private landowner improvements; however, if the Board makes a finding that the damage is due to CDD irrigation deficiency and the associated damage is a direct result of such, then the District could contribute funds for the repair. Mr. Ramirez, Mr. Henson, Mr. Heilner, and Mr. Bourdeau indicated that they found the damage to be a direct result of the CDD irrigation/pump failure. However, Mr. Henson, Mr. Heilner, and Mr. Bourdeau also expressed concern with setting a precedent for being required to make future payments for this or future failures.

On Motion by Mr. Ramirez, seconded by Mr. Heilner, with four in favor and one against (Ed Henson), the Board approved funding an amount not-to-exceed \$16,000 to the Single Family HOA for replacement of sod on HOA lots as a result of CDD irrigation/pump failure during 2010-2016 for Montecito Community Development District.

SIXTEENTH ORDER OF BUSINESS

Adjournment

On Motion by Mr. Heilner, seconded by Mr. Ramirez, with all in favor, the Board adjourned the meeting at 2:12 p.m. for Montecito Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman