

MINUTES OF MEETING  
MONTECITO  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Montecito Community Development District was held on Monday, September 21, 2020 at 10:00 a.m. at the Montecito Beach Club, 208 Montecito Drive, Satellite Beach, Florida.

Present and constituting a quorum were:

Larry Bradshaw	Chairman
Catherine LeCesne	Vice Chair
Tanja Glynn	Assistant Secretary
Ed Henson	Assistant Secretary
Roger Weinreb	Assistant Secretary

Also present were:

Jason Showe	District Manager
Ginger Wald	District Counsel
Ray Malavé	District Engineer by phone
William Viasalyers	Field Manager
Randy McGrath	Facilities Manager
Elizabeth Morris	Leland Management (HOA)
Sean Faherty	Paradise Lawns & Landscaping
Residents	

*The following is a summary of the discussions and actions taken at the September 21, 2020 meeting. A copy of the proceedings can be obtained by contacting the District Manager.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Showe called the meeting to order and called the roll. All Supervisors were present.

**SECOND ORDER OF BUSINESS**

**Public Comment Period**

Ms. Betsy Vincent (Redondo Drive) addressed the following:

- Scum around the tile of the pool and algae underneath the steps. Mr. Showe was working with the vendor regarding the scum. The algae was caused by a leak. Once the leak was plugged, the pool would be drained, deep cleaned and refilled. Spies

Pools was coming tomorrow to find the leak. The pool may have to be closed for a week.

- She submitted a ticket on June 3<sup>rd</sup> regarding red bumps on Montecito and Carlsbad, a leaning street sign on Clemente and Carlsbad and a raised water cap on Carlsbad. Mr. Showe believed these were corrected and would follow up. Mr. Viasalyers call the City again about the raised water cap.
- Voiced concern about the property across the street and a possible emergency gate. Mr. Showe and the District Engineer were speaking with a developer and invited them to the next workshop. If the gate was on private property, the CDD could not do anything. Mr. Bradshaw stated the developer must decide whether to be part of the CDD; if so, agreements must be entered into.
- Asked if the CDD ever contacted the HOA about violations. Mr. Showe stated people reporting violations were referred to the HOA.

Dr. James Bourdeau (Clemente Drive) questioned the following:

- Since Montecito streets were 15 years old, would there would be an assessment? If sealing or repairing asphalt was needed who will be responsible; the City of Satellite Beach or the CDD? If the CDD was responsible, would reserve funds be used? Mr. Bradshaw stated the District Engineer will evaluate the roads. Resurfacing and restriping were budgeted, but not planned until January. Mr. Malavé reported the CDD was responsible for each roadway and there were only aesthetic issues. Mr. Malavé would evaluate the roads and provide a report on the most crucial areas in the next few weeks.
- Did maintenance of fountain pools around perimeter of community start? Mr. Showe replied the pool company was hired to maintain the fountains two weeks ago and will follow up.

Ms. LeCesne joined the meeting.

Mr. Doug Glass (Montecito Drive) voiced concern about speeding on Montecito Drive, recommending police enforcement and lowering stop signs. Mr. Malavé would research the requirements for the height of stop signs. Mr. Henson suggested reflective tape for the stop signs. Ms. LeCesne proposed lighted stop signs. Mr. Henson preferred waiting until buildout of the community. After further discussion, there was Board consensus to wait until buildout.

**THIRD ORDER OF BUSINESS**

**Approval of Minutes of the August 5, 2020 Meeting**

Mr. Henson requested his comment about benches on Page 12 be stricken.

On MOTION by Ms. Glynn seconded by Mr. Weinreb with all in favor the Minutes of the August 5, 2020 Meeting were approved as amended.

• **Discussion Items - Fiscal Year 2021 Landscape Plans & Projects (Item 4B1)**

Mr. Faherty of Paradise Lawns & Landscaping (Paradise), presented a landscape plan for the lake bank at the outside wall from the entrance of Shearwater Parkway and the beach area on Mission Bay Drive. The following proposals were presented:

- Proposal 5324: Remove existing Pink Muhly and plant grasses on Sonoma lake bank in the amount of \$17,114.75.

Mr. Bradshaw confirmed the proposal was within the budgeted amount of \$19,501. Mr. Faherty noted an additional cost for installing six irrigation zones in the amount of \$2,500 per zone. Mr. Bradshaw estimated \$15,000 for irrigation in addition to the \$17,114.75. Ms. Glynn voiced concern about the additional plant material requiring more irrigation. Mr. Bradshaw proposed drought friendly plants. Mr. Faherty confirmed the plant material in the proposal was drought tolerant and once established, watering every day would not be necessary. Mr. Bradshaw favored installing irrigation on Lake Sonoma and removing dying plant material since the District was in a new budget year and money was allocated for irrigation and landscaping improvements. Mr. Henson suggested smaller plants and tight spacing to prevent erosion and revising the west end of the bank. Ms. LeCesne asked whether the District had the resources not only financially, but environmentally to maintain landscaping. Mr. Malavé noted bringing in reuse water was costly. Ms. LeCesne wondered if residents were willing to pay to bring in water. Mr. Bradshaw felt adding six more controllers to Lake Sonoma would not cause much of a difference on the amount of water drawn since they had sufficient water sources.

Mr. Mike Neff questioned whether the new development next to A1A would affect the quantity of water if they tapped into the District's irrigation system. Mr. Malavé heard the developer planned to enter into a Consumptive Use Permit with the District to pull water out of the lakes. Mr. Bradshaw noted the plans included smaller stormwater ponds. Mr. Malavé confirmed those were dry ponds. Mr. Showe pointed out the developer was still discussing

solutions. Mr. Henson did not want to wait two months to decide. Mr. Showe suggested the Board wait until the next meeting, October 26, to give Mr. Viasalyers time to obtain other irrigation quotes. The Board agreed.

- Proposal 6901: Install Floratam sod at 112 Clemente Drive in the amount of \$1,000.

Mr. Bradshaw proposed the resident pay for it. Mr. Viasalyers noted the resident was combative, had HOA approval, but not CDD approval and there were several vendors in the area around the same time. Mr. Bradshaw requested the HOA forward any approvals to the CDD, pour the concrete pad and set the bollards prior to Board authorizing sod. There was Board consensus.

- Proposal 6783: Phase 2 of the Clubhouse enhancement project to remove declining Indian Hawthorne or Oleander hedges from the Clubhouse entrance to the exit in the amount of \$8,945.

Mr. Bradshaw recalled adding plant material at the entrance gates and asked whether it was included in the \$8,945. Mr. Viasalyers stated it was not included. Ms. LeCesne questioned the cost for Variegated Ginger. Mr. Faherty estimated \$750 for one gallon and \$1,650 for three-gallon ones. Mr. Viasalyers stated sod would be replaced in many locations, permanently.

- Proposal for Beach Area: Options were provided, such as gazebos, plants and pavers but they did not include prices.

Mr. Bradshaw requested a table with each proposal and preferred a gazebo with a meandering path and flowers. Mr. Henson suggested low voltage lighting, benches, Fakahatchee grass to defer fishing and a flagpole with brick pavers in a circular pattern. Residents could purchase bricks to memorialize a loved one. Ms. Wald advised the Board could accept donations and recommended setting a policy. Mr. Showe estimated \$1,500 for a 20-foot commercial grade flagpole with an LED light.

- Shearwater Wall: From the Shearwater entrance to the east. The existing Palmetto Palms would remain.

Ms. LeCesne did not like mulch and suggested rocks or pebbles. Ms. Glynn suggested Crimson rock and requested one proposal with rock and one with mulch for comparison purposes. Mr. Bradshaw liked the renderings and requested a breakdown of costs for the October 26<sup>th</sup> meeting.

- Phase 2, Part B: Removal of Oleanders and replacing with Bismark Palms, fire bush and Triple Fox Tail palms on each side and exit of the Clubhouse.

Ms. Glynn noted Bismark Palms grow tall. Mr. Viasalyers confirmed they were beautiful, but expensive and were not consistent with other plantings in the community. Mr. Bradshaw suggested Bottle Brush. Discussion ensued.

On MOTION by Mr. Henson seconded by Mr. Weinreb with all in favor the proposal from Paradise Lawns & Landscaping to remove declining Oleanders around the front of the Clubhouse and replace with sod in an amount not-to-exceed \$9,000 was approved.

Mr. McGrath voiced concern about an area in the front between the pots in the entryways where there were supposed to be flowers. Flowers would get trampled when signs were placed there. Ms. Glynn reported weeds exiting from Shearwater. Mr. Faherty will investigate. Mr. Bradshaw suggested a small 4x4 brick area for the signage and an electronic sign at the entrance programmable by a computer. Ms. Wald would research whether or not the District had an ordinance prohibiting these signs. Mr. Showe suggested placing one near the Clubhouse or roundabout. Mr. Bradshaw noted more people go through the entrance than the Clubhouse area and suggested looking at other solutions for flowers. Signage was a long-term solution and not a priority. Ms. LeCesne requested the tow sign be moved under the stop sign. Mr. Bradshaw preferred programmable signage and would speak with District Counsel regarding the type of signage. Mr. Weinreb was authorized to look into the signage and discuss at the next meeting.

**FOURTH ORDER OF BUSINESS**

**New Business Items**

Mr. Showe stated this item was for the extensions of current contracts at the current rate. There were no changes other than what was discussed at the workshop, which was to change the aquatic vendor.

**A. Consideration of Fiscal Year 2021 Contracts**

**1. Aquatic Management Services with Ecor Industries, Inc. – Item Revised**

Mr. Showe presented an aquatic maintenance proposal from Ecor Industries, Inc. (Ecor), which was cheaper than the current vendor. They were responsive and did a great job. Mr. Showe requested the Board terminate the current contractor, American Ecosystems and hire Ecor effective November 1<sup>st</sup>. Ms. LeCesne asked if Ecor could start sooner. Mr. Showe explained 30 days' notice was required and he preferred new contractors start the first of the month.

Ms. Glynn moved to approve the contract with Ecor Industries, Inc. for Lake Maintenance Services and Ms. LeCesne seconded the motion.

Mr. Henson asked if Ecor would be willing to maintain weeds off of the back wall in front of the pool. Mr. Viasalyers replied affirmatively, noting this was part of the reason for changing companies. Ms. Wald requested the motion reflect the termination of American Ecosystem's contract.

On MOTION by Ms. Glynn seconded by Ms. LeCesne with all in favor terminating American Ecosystems and hiring Ecor Industries, Inc. to provide Lake Maintenance Services effective November 1, 2020 was approved.

2. **Pool Maintenance with Brevard Pools**
3. **Second Extension to Janitorial Services Agreement with Coverall North America, Inc.**
4. **Irrigation Maintenance Agreement with Hoover Pumping Systems for Pump #3**
5. **Amendment to Irrigation Monitoring Services Agreement with Insight Irrigation**

Ms. LeCesne asked if staff was happy with the current services. Mr. Showe explained the current contracts expired on September 30<sup>th</sup> and staff wanted new agreements. If the Board was not satisfied, at any time, there was a 30-day termination clause. The Hoover contract was in line with the warranty for Pump #3. Staff was happy with Irrigation Insight and the other vendors provided quality services. Mr. McGrath asked if Irrigation Insight maintained sprinkler heads. Mr. Viasalyers replied no. Mr. McGrath recalled Irrigation Insight was supposed to install controllers, but never provided passwords and wet zone information to Paradise. Mr. Viasalyers locked the controllers as anyone could tamper with them. Mr. Showe stated it was a complicated system with several zones and the contractor's main priority was to get the common area irrigation running. Mr. Bradshaw proposed a Paradise representative and the Board Member in charge of landscaping know the password and wet zone information.

*\*Ms. Glynn left the meeting at this time.*

On MOTION by Mr. Bradshaw seconded by Mr. Henson with all in favor renewal of the pool maintenance, janitorial, irrigation maintenance for Pump #3 and irrigation monitoring contracts were approved, as presented.

**B. Discussion Items**

**1. Fiscal Year 2021 Landscape Plans & Projects**

This item was discussed.

**1. Townhome Parking**

Mr. Showe reported the District Engineer reached out to All Terrain Tractor Service, Inc. (All Terrain) and they provided a proposal and a map with proposed parking in the following locations:

- Redondo Drive: Two parking spaces
- Ventura Drive: Four parking spaces
- Intersection of Ventura and Clemente: One parking space
- Clubhouse: Two parking spaces

Mr. Malavé estimated nine parking spaces at the total cost of \$43,945.25, or \$4,500 to \$5,000 per parking spot to remove the existing curb, expand and pave the parking spaces. It includes demolition and, in some areas, changing the irrigation system, lines and sodding. There would be some interruption with irrigation. The cost to expand existing parking areas was \$30,000. Mr. Bradshaw recalled the Board wanted to spend around \$25,000 for parking and the quote was \$43,945.25, for a difference of \$15,000; however, there was \$15,000 available in the budget and additional monies were forthcoming after September 30<sup>th</sup>.

Ms. Vincent questioned the amount of parking spaces at the west end of Redondo. Mr. Bradshaw replied two. Ms. Vincent asked if additional parking on Carlsbad was proposed between Clemente and Redondo. Mr. Bradshaw explained on Carlsbad, the only parking places would be on the east side of Carlsbad where there were existing parking spaces. Dr. Bourdeau questioned how long the irrigation interruption would last. Mr. Malavé stated it would only interrupt areas where crews would be working. Staff could coordinate on where they were working, what time and how long. They estimated time to complete the work was in a week.

Ms. LeCesne asked if the engineer was appraised of the work being performed. Mr. Malavé was working with the contractor on the existing curb and expansions, since inlets were costly. The

work was strictly curb replacements, removal of sidewalks to pour the new curb and replacing pavers. Ms. LeCesne suggested extending the parallel parking on the northeast end of Redondo to five or six parking spaces and asked if storm drains were being moved. Mr. Malavé confirmed no storm drains would be moved, mainly curbs. Mr. Malavé, Mr. McGrath and Mr. Viasalyers will walk the areas prior to the start of construction. Discussion ensued regarding the actual number of parking spaces. Mr. Showe believed there were nine parking spaces instead of 10. Mr. Malavé counted nine spaces, but believed there was one more based on square footage at the corner. Mr. Bradshaw noted 10 in the townhome area, primarily around homes that only had single car garages.

Mr. Henson was hesitant to spend \$43,945.25 on parking spaces that does not resolve parking on Ventura between Montecito and Clemente. Mr. Bradshaw noted there would be 10 new parking spaces within a two-minute walk. Mr. Henson believed most of the people using the parking spaces lived between Clemente and Redondo. Mr. Bradshaw believed Mr. Malavé provided the best solution. Ms. Vincent noticed a grassy area on the southeast corner in front of the Clubhouse. Mr. Bradshaw noted it was going to be paved for parking, but paid out of the resurfacing budget. Ms. LeCesne suggested announcing to residents that the grassy area could be used for parking. Mr. Bradshaw requested an estimate. Mr. Showe recommended asking All Terrain to bring a revised proposal to the October/November meeting. Mr. Bradshaw questioned who chopped down the trees behind the pool. Mr. Viasalyers replied the HOA.

## **2. Speaker/Lock Proposal**

Mr. Showe presented a proposal from Modern Security Systems for two programmable locks for \$1,500 and \$2,000 for two speakers the Board requested, for a total amount of \$3,500. Mr. Bradshaw asked about the cameras facing the gates. Mr. Viasalyers stated it was approved and they were waiting for the vendor. Ms. LeCesne asked if music could be heard through the speakers. Mr. Viasalyers noted this was a public address system. Mr. Showe reported staff installed automatic doors for the bathrooms. Mr. Henson noted they did not close all the way the other day. Mr. Viasalyers stated a few minor tweaks needed to be made. Mr. Henson questioned the need for locks. Mr. Bradshaw noted two incidences where homeless people jumped the fence to use the bathrooms at night. When the pool was closed, the doors would be automatically locked through timers.



On MOTION by Mr. Bradshaw seconded by Ms. LeCesne with all in favor the purchase of two locks and two speakers in the amount of \$3,500 was approved.

**3. Paver Proposal**

Mr. Showe presented a proposal from Surfside Pavers for \$2,950 to pave triangular turf areas between townhomes.

On MOTION by Mr. Bradshaw seconded by Ms. LeCesne with all in favor the paver proposal with Surfside Pavers in an amount not-to-exceed \$2,950 was approved.

**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being none, the next item followed.

**B. District Engineer**

Mr. Malavé received comments from the County on the gate and forwarded to the fence contractor. After this meeting, he was going to contact the contractor regarding the timing for those improvements. Mr. Bradshaw felt the District was overcharged for the door with a substandard product. Ms. LeCesne would have liked to see specs. Mr. Malavé noted three components to the fence; two wrought iron pieces on each side and then the gate. The contractor was more concerned about creating a gate that matched the other gates and the materials used were adequate. Concrete was more expensive. Ms. LeCesne noted the gate was public access and did not need a lock. Going forward, a rendering with more specifics and detail was a good idea, but someone should be present during the installation process. For Mr. Malavé to monitor the work, would cost \$500 to \$600, versus the parking, which was a larger project. Mr. Showe noted Mr. Malavé looking at the plans was a benefit to the District. Funds were available in the budget. Mr. Henson wanted to monitor expenses. Mr. Showe would track the number of hours Mr. Malavé spent on each project. They try to use Mr. Malavé as efficiently as possible; however, there were certain tasks that an engineer should be involved in.

*\*Mr. Malavé left the meeting at this time.*

**C. District Manager**

Mr. Showe suggested moving the next workshop from November 11<sup>th</sup> to November 18, 2020 at 6:00 p.m., due to Veterans Day.

On MOTION by Mr. Bradshaw seconded by Ms. LeCesne with all in favor moving the workshop from November 11, 2020 to November 18, 2020 was approved.

**1. Consideration of Check Registers**

On MOTION by Mr. Bradshaw seconded by Mr. Henson with all in favor the Check Registers for July 1, 2020 to July 31, 2020 in the amount of \$60,333.15 and August 1, 2020 to August 31, 2020 in the amount of \$53,094.21 were approved.

**2. Balance Sheet and Income Statement**

Mr. Showe presented the Balance Sheet and Income Statement as of August 31, 2020. All account lines were in line and ahead of projections. All assessments were collected.

**D. Facility Manager**

Mr. McGrath reported the biggest concern right was the swimming pool. It was treated for black algae, but there were traces of black algae in between the tile floor. When the County Inspector was onsite, there was no chlorine left in the pool, even though a technician poured 10 gallons into the system the day before. June usage was 16,400 gallons, versus 25,100 gallons in July, which was a significant increase. Tomorrow, Spies Pools was investigating a leak, because the chlorine was not stabilizing in the pool the way it should. Mr. Bradshaw asked if the pool would be closed. Mr. McGrath stated leak detection does not require closure of the pool. Mr. Bradshaw stated if the pool was closed, residents should receive several days' notice.

Mr. McGrath was informed by Mr. Henson that the gate on Redondo Drive was not closing properly, so he asked the vendor to adjust the tension on the hinges. The sent a technician, but no one notified Mr. McGrath. Mr. Showe stated District Engineer was in contact with the vendor to follow up on all issues. Mr. Bradshaw requested all communication go to Mr. Malavé. Ms. Wald would add to CDD contracts if vendors must come onsite, it must be coordinated with the District Engineer.

**E. Field Manager**

Mr. Viasalyers provided the Field Manager's Report, which was included in the agenda package. Mr. Bradshaw asked about the new sod. Mr. Viasalyers reported it was being finalized.

**SIXTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Weinreb requested parking violations be listed in chronological order. Mr. Bradshaw stated the columns could be sorted by make, model and date.

Mr. Henson addressed the following:

- A camera was at the construction entrance facing out towards Shearwater. Mr. Viasalyers will investigate.
- People were drinking alcohol in the pool. Mr. Bradshaw heard the recycling bins were full of alcohol bottles. In December they were planning to hire a pool attendant for the February/March timeframe.
- People were putting debris on CDD turf between the street and the sidewalk and asked if there could be a wall encroachment agreement with the HOA for enforcement. Ms. Wald replied affirmatively. Mr. Bradshaw supported it, but voiced concern if the HOA would enforce it. The HOA was supposed to maintain mailboxes and have not to date and hoped when the HOA was turned over in a few months at buildout, a different management company would enforce it.
- Does not want to revisit the aluminum fence at the north pedestrian gate because it resolved the issue of cars getting through there.

Ms. LeCesne requested a vendor calendar. Mr. Showe stated the ticket system was up to date and keeping a calendar was challenging.

**SEVENTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Bradshaw seconded by Mr. Henson with all in favor the meeting was adjourned



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Secretary/Assistant Secretary



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Chairman/Vice Chairman